

9-29-2015

Minutes, College of Professional Studies Faculty Meeting, Tuesday, September 29, 2015

College of Professional Studies Faculty
Rollins College

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Recommended Citation

College of Professional Studies Faculty, "Minutes, College of Professional Studies Faculty Meeting, Tuesday, September 29, 2015" (2015). *College of Professional Studies Minutes and Reports*. Paper 17.
http://scholarship.rollins.edu/cps_fac/17

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College of Professional Studies September 29, 2015

Sharon Agee	Anna Alon , Sabbatical	Han Alon , Sabbatical	Danny Arnold
Wade Arnold	Josephine Balzac	Rick Bommelje	Michele Boulanger
Keith Buckley	Greg Cavenaugh	Chet Evans	Margot Fadool
Mattea Garcia	Marc Fetscherin	Angela Griner	Scott Hewit
Greg Gardner	Ted Gournelos , China	Joshua Hammonds	Mark Heileman
Renee Hotchkiss	Nick Houndonougbo	Emmanuel Kodzi	Richard Lewin
Jim McLaughlin	Hesham Mesbah	Cecilia McInnis-Bowers	Rich Morris
Edwin Mourino	Stephanie Murphy	John Morrison	Nancy Niles
David Painter	Denise Parris	Tim Pett	Allesandro Perri
Carolyn Planck	Paul Pronobis	David Richard	Don Rogers
Marc Sardy , Sabbatical	Sarah Slocum	Michelle Stecker	Anne Stone
Gio Valiante , Leave	Tonia Warnecke	Debra Wellman	Michele Williams
Jie Yu			

Guests:

Pat Schoknecht	Dexter Boniface	Ashley Kistler	Marissa Corrente
Meredith Hein	Grant Cornwell	Craig McAllaster	Meribeth Huebner
Oriana Jimenez			

D. Wellman welcomed faculty and guests. Announced Keith Buckley and Rich Morris are now in EDU and CPS.

Governance and the provost search – G. Cornwell

President Cornwell addressed the faculty about the following topics:

- Attention to Shared Governance because the faculty collectively are distracted by the disruptive matter of the history of how CPS was created; it detracts from what faculty are supposed to do – teach, serve the college, research.
- Extended Executive Committee (added A&S vice President and two CPS committee chairs; we will look at peer institutions with similar units to see how they work and learn from them.
- He's concerned that committee work should demand as little time from the faculty as possible.
- Administration's job is to free faculty up to do their jobs; how we govern ourselves is not the most important thing we do.
- Provost search
New notion of whether now is the right time to search for a new provost; are we equipped? Do we know what we are looking for?
- President took questions from the faculty.

Approval of minutes from September 18, 2015

D. Rogers motioned, T. Warnecke, 2nd minutes approved.

CLCE –A. Kistler, A. Stone - community engagement course integration.

31 total community engagement integrated course offered as of today.

Carnegie Community Engagement classification – partnership with public and private to enrich scholarship, research, enhance curriculum, address societal issues and contribute to the public good.

Will be offering workshops to assist with syllabi, ideas for inclusion, etc. – M. Hein.

Title IX – Oriana Jimenez – Campus climate survey; Office is in Warren 201; web: rollins.edu/Title IX
New law likely to pass – CASA who’s goal to make it a requirement to conduct a campus climate survey every two years; when the law does pass, data will be collected and made public.

Internship Supervision – D. Wellman

INB internships – Business and Communication –Internships need to be covered by faculty members until a solution is found. If you are interested, please contact D. Wellman. Department chairs still give final approval for internship sites.

Bylaw changes and discussions – D. Wellman

1. Executive Committee – change of name of the CPS Executive Committee to CPS Cabinet
Motion – D. Rogers, 2nd – A. Stone
Discussion: none
Motion approved.
2. Take names of all departments out of the bylaws, replace with given statement.
Motion D. Rogers; M. Fadool 2nd; Discussion: none
Motion approved.
3. Curriculum Committee named change to Curriculum Review Committee.
Motion - G. Cavanaugh; 2nd A. Stone – discussion – none
Motion approved.
4. *Bylaw issue to be discussed at the October meeting* – in the original bylaws, the dean was in charge of annual evaluations – this was changed last year giving the annual evaluations of non-tenured faculty back to department chairs. D. Wellman asks faculty to consider a compromise – pull together to have department chair *and* dean to meet and discuss all non-tenured faculty. She asked faculty to consider who should be responsible – discussion:
 - a. A. Stone – if the chair is not a member of the DRC then that is another gap in the process. Untenured chairs? Potential problem. Comments?
 - b. Communication – untenured not on DRC; departmental choice. C. McInnis-Bowers – simple language change.
5. Faculty are asked to discuss and if they want to amend the bylaw to send the language for a bylaw change forward to be discussed at the next CPS next cabinet meeting and brought to faculty for a vote.

Committee reports

D. Wellman suggested a change in committee reports for the October meeting. All committee chairs turn in their report to Janette 8 days prior to faculty meeting. All reports will be sent out with agenda and minutes so committee time can be used for questions instead of hearing the reports. Faculty can then discuss whether they like it the old way or the new way for future meetings.

- Curriculum Review Committee (CRC) – M. Fadool: Full agenda for October meeting; departments please get materials to her in a timely manner.
- Student Life – M. Fadool: Micky Meyer is now heading a group for fraternity and sorority

D. Wellman is relieving Fadool of serving on two standing committees and asked for volunteers to serve on the Student Life Committee meeting – R. Morris volunteered. D. Wellman will collect names and present to faculty for a vote in October.

- Promotion & Tenure Committee (PTC) – R. Bommelje: Committee met earlier this month; two evaluations this fall: Ted Gournelos and Emmanuel Kodzi for Promotion and Tenure
- Academic Affairs Committee (AAC for A&S) – E. Kodzi: Writing competency has been attached to the honors degree program.
 - Grade appeal resolved.
 - Maymester was created to help students get gen eds, etc.
 - Matrix scheduling issues – solution to rFLA registration process.
 - AAC representative to CPS curriculum committee was not resolved.
- Professional Standards Committee (PSC for A&S) – A. Stone: Two items for discussion –Curriculum and Instructor Evaluations (CIE) have had poor returns. Suggested faculty build time in class to have students do the CIE's.
 - The grant proposal process is now online; dean's r-net page. Turn in all paperwork so grants will be reviewed. J. McLaughlin raised issue of timing of student evaluations, thinks they are opened too early to be effective.
- President of the Faculty - D. Rogers reported spending a great deal of his time in meetings.
 - Focus on shared governance
 - Question on whether we proceed and how we proceed in selection of the provost
 - Question of when strategic planning will begin
 - New Vice President of Enrollment Management begins December 1– Faye Tydlaska

Announcements

Mysteries and Marvels needs a social science course for the spring. Submit a course proposal immediately. Cornell Distinguished Faculty Awards – nominations due September 30 and faculty are encouraged to nominate colleagues.

Rollins Scholarship online – flyer. J. Miller could not attend meeting but asked faculty to review the flyer concerning posting scholarly articles

Faculty Day of Scholarship – faculty are encouraged to apply to present by November 1 and attend the FDOS in January.

Puzzle trophy – send nominations to D. Wellman and the decisions will be made by the Cabinet; this month the award goes to Scott Hewit for his work in Africa at an elementary school and the creation of a service learning experience in Africa for Rollins education students.

Adjourned at 1:58 p.m.