5-2015

Annual Report, Arts & Sciences Student Life Committee, 2014-2015

Arts & Sciences Student Life Committee

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Student Life Committee Report for 2014-2015

Prepared by Derrick Paladino, Chair of Student Life

Committee: Nathan Arrowsmith, Missy Barnes, Heidi Limongi, Andrew Luchner, Jana Matthews, Derrick Paladino (chair), Scott Rubarth, Yusheng Yao, and Davin Laskin, Faithe Galloway, and Rudy Fatehpuria served on behalf of SGA.

Business Conducted

1. The Scholarship for High-Impact Practices (SHIP) application form went through two updates to streamline and enhance the application process and to create more comprehensive and thoughtful applications (SEE APPENDIX A for finished product). Both updates were approved by the Executive Committee. SHIP applications are no longer accepted on a continuous timeline, but rather need to be completed in full by specific due dates in order to be considered for funding. Proposals must be submitted to pstrater@rollins.edu no later 5:00pm on the following dates: September 15, November 12, February 11 and April 8. A SHIP subcommittee was created to review applications and was made up of Yusheng Yao (Chair), Scott Rubarth, Jana Matthews, Nathan Arrowsmith, Jayashree Shiavamoggi (non-SLC member), Davin Laskin, and Faithe Galloway. Additional funds for the SHIP budget were secured from offices across campus.

2. Micki Meyer appeared before the SLC committee to discuss the community Alignment changes and the evolution of the past few years. In addition, the focus on engagement was discussed and how these changes will help maximize the student experience.

3. Members of SLC continued to sit on various committees on campus, both standing and ad hoc that included the Food Services Committee (Heidi Limongi), the Campus Center Renovation Committee (Missy Barnes), and the SHIP Committee Chair (Yuseng Yao). The role of secretary was rotated through SLC faculty members this year

4. Jazmine Rodriguez (assistant director of Residential Life) and Aubrey Frazier (Assistant Director of Fraternity and Sorority Life) appeared before the SLC committee to discuss potential updates to the Community Commitment Review (CCR) Process
    a. SLC passed a motion to allow the creation of a subcommittee for community credential work. This subcommittee will be made up of 3-5 faculty members that will include SLC members as well as members of the general faculty.
    b. SLC passed a motion to approve the following slate of faculty volunteers to for the Community Commitment Review Committee:
    - Nancy Decker – Associate Professor of German
    - Susan Lackman – Professor of Theory and Composition

- Stacey Dunn – Associate Professor of Psychology
- Emma Oxford – Science Librarian
- Rachel Simmons – Professor of Art
- Adrian Mayer – Adjunct Professor of Business and Social Entrepreneurship
- Lori Coffae – Lecturer of English
- Mark Anderson – Professor of Mathematics
- Nathan Hosburgh – Discovery and Systems Librarian
- Anca Voicu - Assistant Professor of Economics

5. Mampta Acapadi (Vice President of Student Affairs) spoke to the SLC on big picture challenges and opportunities for further campus and SLC discussion. Topics included: (1) Career Support: examining the issues surrounding and discovering ways to assist majors requiring internships, (2) Identifying sustainable ways to continue projects in the area of community engagement (since 2/3 of the budget is funded externally), (3) Fraternity and Sorority life expansion to meet the needs of the student & college community: a. incorporating Sigma Alpha Epsilon into the community; b. three sororities were invited to colonize, and (4) Student well-being: aspirational discussion on creating a wellness arc that can further blend academic and student development.

6. Mamta Acapadi (Vice President of Student Affairs) shared Student Care Guide has been created through the Assistant Vice President of Care and Dean of Students Office. This is one of the first creations as a result of the student affairs reorganization. It is will be going out the Faculty and Staff in January and is a one-stop-shop for Student Care, Crisis, and Concern.

7. The SLC made a Resolution to the Center for Inclusion & Campus Involvement to increase the connection and communication between advisors and student organizations:

    a. Create a job/responsibility/role description for faculty/staff advisors to fraternity and sorority groups. This may be extended to other student organizations as well. We learned that one may not exist at the present time

    b. Create minimum requirements and aspirational requirements for contact between the faculty/staff advisor and fraternity and sorority groups. This also may be extended to other student organizations. This is to minimize the "signing off" on paperwork when the advisor and organization have had minimal to no contact and increase the connection

    c. Work into the definition of advisor that there can be co-advisors for an organization. The thought is that this will allow faculty and staff to work together and with co-advisors, there is a higher probability of advisors attending more activities and having a higher involvement

8. SGA representatives (Davin Laskin and Faithe Galloway) shared some student body concerns with the SLC. They range in issue and include:

a. Student cultural & climate change as a result of the Yic Yac reactions and culturally insensitive costume party held by a student underground organization/fraternity that is not recognized by the college or parent organization.

b. Matt Hoverman Fund: $100, 000.00 donated from the student's parents and the head of the parent committee to the Wellness Center. There are ongoing discussions for how this endowment will be used.

c. SGA sponsored escort system for students that reaches beyond the college boundaries

d. Theft issues in the C-Store due to a new Bag-Drop system. Discussions are being held to remedy this.

e. Community Standards has moved away from a hearing panel and students are concerned about a potential lack of transparency and peer involvement in this new process.

f. Students would like an increase in gym hours

9. Micki Meyer (Lord Family Assistant Vice President for Student Affairs-Community) and Dylan Allen, President of Coexist (on behalf of Shawn Garvey – Interim Dean of the Chapel) met with the SLC to discuss the need for an appropriate and dedicated interfaith space for our students.

a. The SLC passed the following resolution, "the Student Life Committee supports the creation of a dedicated interfaith space in the chapel as deemed by the Knowles Agreement." The Executive Committee passed the same resolution.

b. Craig McAllaster (Rollins College Interim President) authorized "the changeover of the smaller classroom in the chapel to an interfaith site effective in the fall so changes can be made over the summer." This change aligns with the Knowles Agreement. A letter was sent to the student body from Student Government: Dear students: "We are very excited to announce that the Center for Spiritual Exploration has been approved to be incorporated in Knowles Memorial Chapel. This interfaith space, brought to you by Coexist, has been championed by multiple student leaders and many dedicated hours in the pursuit of a more holistic Rollins community. Please contact Dylan Allen (president of Coexist) at dmallen@rollins.edu to find out how you can be a part of bringing this now approved space to life.

10. Stephanie Briganty (Community Standards Coordinator - Office of Community Standards and Responsibility) presented on code revisions to the Code of Community Standards. The SLC voted to allow the Office of Community Standards to begin code revision this summer 2015 for an update in the Fall 2015 semester (See APPENDIX B for information from this presentation)

11. Jana Mathews & Norah Perez presented on the QEP. Part of Rollins five year plan will focus on R-Compass. The goal is to improve advising for students through revamping the advising program to include academic as well as career and life planning support, changing major/minor maps to include co-curricular activities, enhancing faculty advisor training, and including student mentors to

support advising process. This program will require funding and will need to ultimately be approved by SACS

12.   The SLC chair is now invited to attend Board of Trustees meetings.

Unfinished Business

1. Fostering a more Proactive SLC which includes working on issues brought from the Student Government Representatives

2. While the process for reviewing and distributing SHIP grants is well defined and has gone smoothly this year, several issues can be addressed to enhance the program

    a.   There are no consequences in place at present for students who do not submit their required post-grant information.

    d.   Securing funds from CPS as students form CPS use the SHIP fund

    e.   Ponder the availability of the SHIP grants for Holt Students

3. SLC will continue to work with Residential Life in the evaluation of Residential Organizations on the Rollins Campus.

4. SLC will continue to work with Sedexo regarding any food service issues.

5. SLC will continue to be involved with the directors of Residential Life and the RCC program to further enhance the LLC and RCC programs.

6. SLC will continue to have representation on the committee for the Campus Center Renovation project.

7. The committee should consider having a meeting with representatives from the Office of Student Success and Explorations to evaluate the success of Mapworks at Rollins. We heard a report from them last year but not this year.

APPENDIX A

Scholarship for High-Impact Practices (SHIP)

Application Guidelines for Rollins Students

GENERAL INFORMATION

Student scholarships are awarded on a competitive basis. The Student Life Committee (SLC) will review only completed proposals. The committee will advise the Vice-President of Student Affairs to distribute funds in a manner that permits the support of as many competitive projects as possible. Funds are limited and rationed (see below). It is anticipated that the results funded by these grants will enhance the academic life of the student. **The student agrees to fulfill the requirements of the grant as listed below. If the student fails to do so, the student will repay the college the amount of the grant awarded.** Travel with other students is permitted but each student requesting funds should fill out an application. Class related experiences are normally not funded, with the exception of internships and study abroad. Applications should list a Rollins faculty member or staff sponsor. The applicant is required to cc' the Rollins faculty sponsor on the submission of this application.

Overview of the application process

I. Review of Grant Proposals

Please remember that while your proposal will be reviewed in a spirit of collegiality, there is no discipline specific review. The Student Life Committee is composed of members of the general faculty, staff and students. Your objectives must be well conceived, clearly stated, and written in a language that can be understood by a general audience.

Applications must include the name of a Rollins faculty member or staff sponsor.

II. Deadlines

   A. The Student Life Committee will review proposals four times during the academic year. For the 2014-2015 academic year, proposals must be submitted to pstrater@rollins.edu no later than 5:00pm on the following dates: September 15, November 12, February 11, and April 8.

   B. Students who are planning travel should apply before the travel takes place. Proposals for travel already begun will not be considered. Funding for summer

experiences will be considered at the last SLC meeting of the academic year; proposals must be submitted by the final due date of the spring semester.

C. Students are normally notified of any decision within one week of the SLC meeting following review.

Application Guidelines

I. Eligibility

A. Full-time undergraduate students in the College of Arts & Sciences or College of Professional Studies.

B. Proposals will be judged on the completeness of the application, the quality of the project, the perceived value of the contribution to the Rollins community, and financial need.

C. The committee will not fund proposals that have the following characteristics:
   1. Lack clearly stated goals and methodology, and give back to the Rollins community.
   2. Lack a clear, detailed budget and rationale for all requested funds.
   3. Another funding source is already available for the grant.

D. The committee will not review proposals:
   1. With missing information, e.g., no trip waiver consent document, no budget, no sponsor information.
   2. With a financial request exceeding $600 for domestic and 1,200 for international experiences.
   3. From applicants who have not met expectations of previously awarded grants.
   4. From applicants who have unresolved disciplinary issues.
   5. From applicants who are on academic probation

E. All proposals deemed acceptable by the committee will be at least partially funded, funds permitting. If there is insufficient money to support fully all acceptable proposals, it will not necessarily be the case that each applicant will receive an equal percentage of the funds requested. Some proposals, for example, may receive 100 percent of what is requested, some at 75 percent and some at 50 percent. In order to successfully allocate partial funding, the committee must have a complete picture of the total expected budget. Please give a detailed accounting of allowed expenditures, even if this projected total exceeds the funding maximum.

II. Permitted Expenditures

Expenditures must be justified in terms of their relationship to the project. The budget parameters for current college rates for travel are available from the Finance Department (http://r-net.rollins.edu/finance/pay/policies/travel-policy.html). Applicants should consult the Office of International Programs for international travel.

Grants may be funded for a maximum of $600 (domestic) or $1,200 (int'l), if the budget and number of proposals permits.

Funding parameters include:
  A. Participation in academic conferences.
  B. Participation in co-curricular conferences.
      a. Participation in conferences is defined as: presenting a paper or performance, presenting a poster session, responding to a paper or a speaker, serving on a panel, serving as an officer of the professional association, and presenting a formal report.
  C. Participation in non-Rollins study abroad- when an approved program that meets the same needs does not exist. Applicants must confirm support from the Office of International Programs.
  D. Participation in internships. Applicants must confirm support from the Office of Career Services.
  E. Participation in volunteer/service experiences. Applicants must confirm support from the Office of Community Engagement.

Scholarships for High-Impact Practices (SHIP)
Student Application

Applicant Information

Student Name: R-Number:

Academic Year: Department:

Phone: Email:

Description of grant proposal

Proposal involves travel? Y/ N   **If yes, please list travel start and end dates:**

Title of project:

Description of the project (this should also include the length of presentation, status of acceptance and date of presentation):

Objectives of grant project. Please list objectives that are clear, specific, and measurable.
1.

2.

3.

Describe the expected outcomes for this project.

Describe how this project relates to your current course of study at Rollins.

Describe the contribution of this project to your long-term learning goals.

Describe the post-conference contribution you will make to the Rollins community. Presentations to an academic honor society, to a class other than the ones you are enrolled in, to an activity organized by your department, volunteer opportunities for the wider campus, or writing a Sandspur article are examples of acceptable contributions. Please check with your faculty or department sponsor regarding the appropriateness of you post-conference contribution prior to filling out this section.

Proposed Budget

Be specific about what costs will be incurred for travel. Please provide sources for estimates where available, e.g. international proposals should reference the Office of International Programs. Your proposed budget should reflect your actual anticipated permitted expenditures, even if this amount exceeds the maximum SHIP aware of $600 (domestic) or $1,200 (int'l) per experience.

<u>Item</u>	<u>Justification</u>	<u>Amount</u>
Travel (Airfare, car rental, etc.) **Registration fee** **Lodging** **Meals** **Other (Please specify)** **Total**		$ $ $ $ $ $
Total REQUESTED Funds		$

Other Support for Current Proposal
1. Have you applied for or been granted any external or other internal sources of funding for this proposal? Y/ N

If yes, clearly identify all other requests that duplicate this proposal, indicating the periods and amounts of all support requested and/or received, along with the status of the support.

2. Please explain any extenuating circumstances the committee should consider when reviewing your proposal.

Sponsor Approval Name: _____ **Date** _____

(Name of faculty or department sponsor is required for all travel proposals.)

Student Name: _____ **Date** _____

☐   By checking this box, you are authorizing the committee to review your financial, academic and disciplinary records for consideration of your proposal.

Include with this application (if needed):
Copy of completed Rollins College Trip/Event Informed Consent Form.
http://www.rollins.edu/hr/services/risk_management/documents/consent-form.pdf

Send completed application via email to Penelope Strater, pstrater@rollins.edu in the Office of the Vice-President of Student Affairs. The applicant is required to cc' this application to the faculty sponsor on this grant.

Post-Grant Progress Report

Grant recipients are required to file a report on his or her accomplishments with the Student Life Committee. Your application and report are considered to be matters of public record. If you do not wish either to be made public, explain why in the application. Future funding for your travel is contingent on completion and transmission of a progress report to the Student Life Committee by the dates listed below. Please use this form for final synopsis reports, which is due two weeks after the project's conclusion. Students are also expected to submit a minimum of two journal entries for the SHIP blog on the Vice President of Student Affairs website within the same time frame.

Students who fail to meet these requirements will reimburse the college the amount of the travel award received.

Due Dates (in two weeks after the event):

Synopsis is due

Journal entry 1 submitted

Journal entry 2 submitted

Synopsis:

Please describe below in detail how the travel met your learning outcomes for the experience. Please discuss other skills and knowledge you gained from the experience. Also include the impact of the travel on your academic or professional goals.

Budget Activity

Approved Budget: $

Expenditure 1: $

Expenditure 2: $

Expenditure 3: $

Expenditure 4: $

Expenditure 5: $

Total expenditures: $

Student signature: _____   **Date** _____

Send this report electronically to Penelope Strater, Assistant to the Vice-President of Student Affairs, at pstrater@rollins.edu, preferably as a pdf. The applicant is required to cc' this report to the faculty sponsor on this grant.

APPENDIX B

Background Information
1. Peter Lake, Professor of Law at Stetson Law School, came to campus on March 6, 2014 and April 10, 2014 to review the Code of Community Standards and provide feedback.
2. There were no major concerns/red flags with the policies in the Code.
3. The suggestion was to move our procedures to a less formal, more relationship-based model that deals with minor behavioral and conduct issues in an "educational conference" rather than a hearing.
4. We proposed making these changes for the 2014-2015 school year and SLC approved the changes.
5. Last summer, there was a major shift in the student affairs reporting structure and the changes in the Code were not able to be implemented.

Opportunities
1. We would like to make significant changes to the process and framework in the Code and the current amendment procedures slow down this process. We are asking for SLC's permission to make these changes over the summer, outside of the regular amendment procedures. We will build in opportunities for assessment, will present this information to SLC next academic year, and are open to making changes as needed after a year.
2. We would like to make a shift in language as well as approach, so that we can focus on good decision-making and being an active participant in learning.
3. Educational conferences would give us the opportunity to recognize students who are making responsible choices, instead of focusing solely on students who are violating policies.
4. Policies can be tied to values and grouped together to align with values.
5. The vast majority of our policies will not be changed, per Peter Lake's review. Some policies, such as smoking, deferred sanctions, and alcohol, must be updated.
6. We have the opportunity to better manage the environment and take pressure off of our hearing process, which allows us to be more proactive.
7. We will continue to be on the cutting edge of conduct-related issues compared to our peers in the field, who are often a few years behind us in practice (i.e. our Title IX and Clery compliance processes).

Short-term changes
1. Remove "legalese" from the Code. Students often come into our office with the mindset that they will be put "on trial" rather than be held accountable for their behavior (both positive and negative).
2. Minor policy edits – we have identified smoking, deferred sanctions, and alcohol paraphernalia as a few policies that need to be tweaked.

Long-term changes
1. Create an incentive for students who are utilizing good decision-making tools (some kind of merits/reward system). This allows students who are making bad choices to see the benefits of what their peers are doing, and provides us with more educational opportunities overall.
2. Develop ways to assess the benefits of holding an educational conference and what a student can gain from that process vs. a traditional hearing.

University of Central Missouri
https://www.ucmo.edu/student/documents/decisionmaking.pdf

Our framework for the new language in our Code will be based on the University of Central Missouri's "Guide to Good Decision-Making". Some important language changes in the Guide:
1. "Educational Conference" instead of hearing
2. "Conduct Educator" instead of hearing officer
3. "Learning action plan" instead of sanctions
4. "Review" instead of appeal

We also appreciate that there are sections in the Guide that relate to the role that parents/family members play in the conduct process. For example, the Guide states that parents can be involved and helpful to their student by "learning about campus support services, challenging students to identify, define, and solve the problem, and holding them accountable for their actions." This fits in well with the overall vision for the Care alignment and our goals as a division.

Example of Changes
This is our current language for the Falsification policy: *The College vigorously pursues allegations of deliberately providing false information to any campus official. Falsification of any College record, including but not limited to records of admission, registration, financial aid, housing, student conduct, academic, health, and parking decals is prohibited. This includes, but is not limited to, registration and drop/add forms.*

This is how the language for Falsification might look under the new Code: *The College expects students to be truthful and honest in all interactions. Providing false information hinders the College's ability to operate effectively and keep members of our community safe. This expectation of honesty applies not only to face-to-face conversations, but also to written documentation provided to the College. Students are frequently asked to fill out paperwork, such as applications, drop/add forms, and parking decals. Misrepresenting information on any document will not be tolerated.*

What comes next
1. Create and shape our new Code language
2. Consult with our colleagues, both on campus and at UCM, to fine-tune our changes
3. Create an assessment plan to determine the effectiveness of the new Code model
4. Educate our campus community about the Code changes

We hope that you can see the value in changing these vital pieces to our Code. We appreciate and welcome any feedback that you have to help shape this process. Thank you!