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Minutes, Arts & Sciences Faculty Meeting, Thursday, Sept. 25, 2003

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Minutes of the Meeting

Faculty of Arts and Sciences

Thursday, September 25, 2003

Members Present: B. Allen, M. Anderson, B. Balak, P. Bernal, E. Blossey, A. Blumenthal, W. Boles, R. Bommelje, D. Boniface, R. Bornstein, W. Brandon, J. Burris, A. Carpan, S. Carrier,

B. Carson, R. Carson, R. Casey, D. Charles, G. Child, E. Cohen, G. Cook, D. Crozier, J. Davison, N. Decker, J. Eck, H. Edge, D. Eng-Wilmot, R. Foglesong, E. Friedland, B. Galperin, S. Geisz, J. Gorman, Y. Greenberg, E. Gregory, M. Gunter, P. Harris, J. Henton, J. Hewit, A. Homrich, G. Howell, C. Hudspeth, M. Hunt, J. Jones, S. Klemann, S. Lackman, P. Lancaster, C. Lauer, R. Lemon, R. Levis, R. Lima, E. McClellan, C. McInnis-Bowers, M. McLaren, M. Mésavage, A. Moe, R. Moore, T. Moore, L. Musgrave, E. Nordstrom, K. Norsworthy, M. O'Keef, M. O'Sullivan, T. Papay, P. Pequeño-Rossie, B. Polk, J. Provost, J. Puhalla, J. Queen, R. Ray, P. Roach, D. Rogers, A. Rosenthal, J. Schmalstig, J. Schultz, M. Shafe, G. Sinclair, R. Singer, A. Skelley, J. Small, M. Smyth, R. Steen, P. Stephenson, R. Stephenson, M. Stewart, W. Svitavsky, K. Taylor, L. Tillman-Healy, G. Valiante, R. Vitray, D. Wellman, G. Williams, Y. Yao, J. Yellen, W. Zhang

Guests: J. Higgins (Crummer), T. Holbrook, D. Little, L. Lloyd, C. Meixner

I. Call to Order

Yehudit Greenberg called first meeting of semester to order at 12:39 p.m., beginning with a discussion of the Jewish New Year. M&M's distributed for sweet start to the New Year. Also explained that M&M stood for Mensch and Maven, and explained the words.

II. Approval of the minutes of the meeting 7 May 2003 of the faculty:

The minutes were approved as distributed.

III. Announcements:

A. Ed Cohen is College Parliamentarian

- B. Fall Faculty Party: Saturday, October 4, 6:30 p.m., at Winter Park Women's Club. The food is going to be Middle Eastern, and the theme is "Anything But ..."
- C. October 7, Colloquium on Strategic Planning, Galloway Room, 3.30 p.m.
- D. Governance reports for 2002-2003 (Barry Levis presidency), will be posted on the Governance Website.

IV. Report of Presidential Search Committee:

Report by Thom Moore, Scott Hewitt, Leslie Laws, Jim Higgins: A position statement has been sent to 500 entities identified by the Search firm. The response to the position statement and search firm has been very positive and is good public relations for Rollins. The Committee is actively soliciting names, and the searcher is contacting all nominees. There will be a link on the Rollins website that will provide information. Mike Strickland, Chair of Board of Trustees, and Shelly Storbeck, from the Search Firm, will be at a meeting on October 9, 3:30-5 p.m., Bush Auditorium. Note that at the first colloquium all faculty there had been at Rollins for 20 years and over; all faculty encouraged to attend October 9 meeting. The decision will be made sometime in March-April, and final candidate will appear before the entire faculty.

Question: Charlie Rock, "How are the best candidates going to be chosen?" The input at the faculty retreat and at last forum have been passed along to the entire committee.

Hewitt: "Cannot emphasize enough how important it is for faculty to identify likely candidates."

V. Vacancy on the Faculty Appeals Committee:

Maria Ruiz has been nominated. O'Sullivan moved that nominations be closed. Maria Ruiz elected by acclamation.

VI. Report on First-Year Programs and Initiatives:

Cara Meixner (Student Involvement and Leadership) and Doug Little (Asst Dir, in charge of first-year experience.) Little works closely with Meixner and Hoyt Edge: focus on programs for first-year students (RCC, Orientation). These three intend to connect all parts of first-year opportunities to provide a coherent first year for the freshmen by working with RCC; peer mentor system is being revamped. Little invites people to speak with him and provide input.

Hoyt Edge: Complimented Doug Little on his progress and other experiences. Report on living/learning communities: 4 honors sections as well as 3 RCCs. Each of RCCs is connected with a non-RCC course so students have a longer. Rollins has received a \$55,000 grant from DuPont Foundation to implement a comprehensive and coherent first-year experience. A committee has been formed, and Edge invites suggestions for committee.

Charlie Rock: Questions about Paul Loeb visit; understood that he was here for humanitarian work, and some complaints that he criticized Loeb's criticism of Pres Bush.

Edge: Loeb was hired to talk to RCC about community involvement, but didn't spend much time doing that (Edge was disappointed). Barbara H. Carson pointed out that in his recent book he promotes community involvement, including political involvement.

VII. Committee Reports:

A. Academic Affairs (Steve Klemann): The committee is almost entirely new this year, so there is some time to get current. Three major committee activities:

1. Continue work on infusion of T and R into the curriculum. Description of T has been revised under a committee headed by Greg Gardner. New description has been distributed, and faculty is encouraged to give feedback by next Tuesday. Roger has put out a call for people to participate in workshops beginning in October, on consecutive Fridays, to get more people trained in teaching the T across the curriculum into the majors.

Griffin: Will there be people teaching in several disciplines?

Klemann: Only so the T can be fused into the majors.

Mésavage: Will there be more R workshops?

Klemann: Not at this time.

2. Proposal for revision of physical education program. A new proposal has been submitted to committee just yesterday. The AAC will review the proposal.

3. Issues surrounding students taking excess number of hours. There is a growing number of students taking 24+ hours during the semester. Is it good for the welfare of our students? What does it indicate about our coursework? What is the profile of the student who does this? What is the current policy and practice for approving these overloads? Current locus is in Dean of Student Affairs office.

4. On-going business of reviewing course proposals.

B. Professional Standards (Judy Schmalstig):

1. Last year PSC made some slight revisions to the Critchfield, Ashforth, Individual and Development Grants: the deadline will be enforced this year. The deadline will be the first Friday of the spring semester, which will be January 16, 2004, for this academic year.

2. Possible changes to the by-laws on Article VIII, Tenure and Promotion.

3. Review of new student course evaluation forms: will review and analyze responses and results.

4. Designing way to review senior faculty.

Eileen Gregory: Is your committee going to look at the advising situation? I believe that this area is not being covered by anyone, including in self-study.

Schmalstig: Roger Casey, Karen Hater, and Eileen are in group that is working on this issue.

Gregory: there should be a committee formed; this is important; advisees are in limbo. Casey reported Karen Hater said a committee was being formed.

C. Student Life (Pedro Bernal):

1. Announcements: Dr. Bornstein has agreed to fund "Take a student to lunch" program this year.

2. Thanks to people willing to be on Faculty Appeals Committee.

3. Agenda for this year: Develop honor code. Rollins is now a member for the Center for Academic Integrity at Duke University, which will be useful resource.

Charles Rock: I suggest that committee contact Federation for Individual Rights in Education (www.fire.org)

D. Finance and Service (Larry Eng-Wilmot):

Committee has a full schedule:

1. **Examining IT**, what there needs are, and how F&S can be assistance. F&S congratulated Les Lloyd for his work during the virus crisis.
2. **Meeting with HR** for a marketplace study and staff salary adjustments. F&S has also scheduled session with HR to look at performance of new health care program. This will not be on regular schedule for reenrollment, but will probably be April 1.
3. **Meetings scheduled with Finance Staff concerning budget process for next year.** Sub-committee has already begun meeting with Finance. Also will meet with Finance to compare information on three primary areas of college (A&S, Crummer, Holt). Studying overhead of college; will look at budget history.
4. **Will reengage Campus Safety with regard to Safety, organization, and hazard communication.** CS will be a component of the peer review of SACS.

Dean of Faculty: Dean Casey will present 03-04 and 04-05 salary distribution data. He has formed subcommittee to examine salary history, salary goals, and projection. Doug Child will be chair of sub-committee.

W. Brandon: Will D. Child examine issues raised by scattergram presented at faculty retreat?

Casey: Committee will look at salary history, advancement in rank, by gender, by rank.

O'Sullivan: It is typical to have faculty concerned with relief of health care costs; perhaps propose that salary be no more than a certain percentage of salary.

Eng-Wilmot: Will take a look at health care.

Joan Davison: There is rumor that the University of Richmond is pulling out of tuition exchange program. What will happen in the future? Who will go next? This is an important part of faculty compensation.

Casey: Discussions have not taken place at Dean's level at ACS. Davidson College has never been in consortium.

Eng-Wilmot: Richmond will take no more than two people from any institution over a four-year period.

Charles Rock: Add to Doug Child's committee: 1) About ten years ago the College made a change that reduced the amount that the college promised it will pay towards health insurance for retirees (it reduced it very substantially, for accounting standards regulations) so that the overall long-term compensation of all employees (who retire at Rollins) was significantly reduced (and becomes a greater and greater reduction as health care costs increase at an increasing rate) and promised ten years ago to contribute to post-retirement health care; necessary to include this to try to calculate the real compensations levels of employees over time – what is that situation? 2) Examine the comparison of salaries between different units of the College.

Cohen: When F&S committee is looking at three constitution parts of college, whether the committee was going to examine the differences in compensation for overload teaching among the various programs of the institution (including A&S, Holt undergraduate, Holt graduate, and Crummer)."

Eileen Gregory: Noted that every single chair is from Science and Mathematics. Suggested that people be elected from other divisions who will carry out governance duties.

Joan Davison: No representation on Executive Committee for a representative of the Social Sciences division. Is suggesting a revision of the Faculty Governance structure. Make committees more representative of faculty as a whole.

VII. Motion to adjourn.

Meeting adjourned at 1:44.

Respectfully submitted,

Susan Cohn Lackman, Ph.D., M.B.A.

Vice-President/Secretary of the A&S Faculty

