

12-2-2014

## Minutes, Arts & Sciences Professional Standards Committee, Tuesday, December 2, 2014

Arts & Sciences Professional Standards Committee

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## **Meeting Minutes December 2, 2014**

12:30 -1:45 P.M. in Bush 123

Approved January 13, 2015

### Committee Members Terms and Affiliation

Gay Biery-Hamilton, 2013-2015, Social Sciences

Rosana Diaz-Zambrana, 2014 – 2016, Humanities

Kevin Griffin, 2013-2015, Expressive Arts

Fiona Harper, *Committee Chair*, 2014 – 2016 Science

Julia Maskivker, 2013-2015, At-Large

Anne Murdaugh, 2014-2016, At-Large

Jillian Rondeau, 2014 – 2015, SGA rep

Eric Smaw, 2013-2015, At-Large

Anne Stone, 2014 – 2015 CPS

Eren Tatari, 2014-2016, At-Large

Meghan Wallace, 2014-2015, SGA rep

### Committee Members in Attendance

Gay Biery-Hamilton, Rosana Diaz-Zambrana, Fiona Harper, Julia Maskivker, Anne Murdaugh, Jill Rondeau, Eric Smaw, Meghan Wallace

### **Call to order**

Meeting called to order 12:32pm

### **Approval of Minutes**

Meeting minutes from 11/18/2014 were approved

### **Old Business**

- None

### **New Business**

- I. Faculty Advisory Committee for International Programs (FACIP) Clarification: Guest - Giselda Beaudin
  - Brief History of Committee Split
    - The Office of International Programs (OIP) administers and selects study abroad programs for A&S, CPS, and Holt
    - In the past, faculty had issues with the process and selection of international field studies and wanted more input during the process. While chair of AAC, Claire Strom suggested creation of FACIP to better communicate between faculty and the Office of International Programs.
    - FACIP created in academic year 2013/2014

- Giselda reports to Student Affairs, but creation of FACIP came from curriculum side.
- Scope of FACIP
  - FACIP advises Giselda and her office on issues (new programs, policy changes, etc.) before those issues move forward to the appropriate curriculum committees (AAC and CPS equivalent)
    - Giselda's has found this structure very helpful in determining what needs to go to full governance, streamlining proposals, and increasing communication with faculty
- Membership
  - FACIP members are volunteers from ACC and CPS equivalent committee.
    - Members hold terms on FACIP longer than their terms on their respective curriculum committee, so of members from current and past ACC and CPS equivalent both serve on FACIP
    - There is confusion regarding the relationship between FACIP and AAC. To be clear, FACIP is not a subcommittee of AAC.
  - Membership was first selected by volunteers from AAC and CPS equivalent.
    - 6 members total
    - 4 AS
    - 1 CPS
    - 1 Holt
    - Each member serves a 3 year term
  - Current Committee
    - Jana Mathews and Jim McLaughlin (terms ending in July)
    - Jonathan Waltz and Martina Vidovic (terms ending July 2016)
    - Philip Deaver and Anca Voicu (terms ending July 2017)
  - Giselda is amenable to a faculty slate rather than an appointment via AAC and CPS equivalent
    - She believes the current structure doesn't require student input because all issues go on to the curriculum committees where students do have representation.
      - PSC suggested FACIP consider formal student representative
      - Meghan and Jill will take back to SGA to determine the level of interest SGA has in representation at this level.
- **PSC would like to propose change to the membership selection process to FACIP**
  - A slate put forth to the full A&S Faculty which is then voted on
  - Limit years to 2 from 3
  - Fiona will draft something to communicate to EC, then seek final input from Giselda before moving further along in Faculty Governance structure
- Internationalization as a future focus of the College
  - Internationalization structures are fragmented, so there are many duplications and holes in the system
  - Giselda has sketched plans for a centralized Internationalization structure Senior International Officer

- This centralized structure will be led by someone with a terminal degree with international student administration experience
- Most likely it could be done without the creation of new positions, as there are many areas of possible consolidation and efficiency improvement.
- Upper administration is generally supportive, but the general consensus is to wait until the new President is selected

### **Future Business**

Critchfield Grants are due on January 16<sup>th</sup>.

Review will take place on January 28<sup>th</sup> from 6-9pm

### **Adjournment**

Meeting adjourned at 1:15pm

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#### Attachments:

Email from Giselda Beaudin to Fiona Harper on 11/19/2014

First, the Internationalization Committee has had different scopes at different times but for the past three years, it has only had oversight for the faculty international travel grants. Given that, about two years ago, AAC asked me to create a faculty advisory committee that would work with me on curricular changes, program development, etc., before such programs and changes were brought formally to the curricular committees. The goal was to have faculty input earlier in my processes and to insure a closer connection between my office and the curricular committees. This is why the committee members are appointed through AAC and CPS--so that there are always active members who are sitting on the curricular committees. The appointments are voluntary--I believe both curricular committees simply ask for volunteers at the same time they are asking for volunteers for other sub-committees. I followed AAC's guidelines in creating my committee. There are no students on my committee, which seems reasonable given that all of my academic changes and programs go through the curricular committees, which do have student representation. In practice, I often seek input from our Global Ambassadors who are study abroad alums who work closely with our office.

Keep in mind that the scope of my office is also limited: I manage only the outbound study abroad programs for A&S, CPS and Holt. In our current structure, the internationalization committee is not the appropriate body to advise my office since it also includes Crummer representation and my office does not work with Crummer at all.

In terms of vetting field studies, the Faculty Advisory committee helps with the initial selection process since every year I receive more proposals than I can support with current funding levels and student audience. Once they have advised me in creating a slate of programs for the next year, the selected new courses do go through AAC and CPS. This two-tiered process works well since there is no point in putting all field studies through AAC and CPS if they aren't all selected to run.

In my estimation, the faculty advisory committee has been extremely helpful for my office and has helped insure that I am aware of what is happening in curricular committees and that I am receiving faculty feedback on many levels of my work including overall program assessment, strategic planning, program development and more.

I do think agree that if Rollins continues to emphasize international, we need a centralized structure and I have discussed this at various points with various administrators at Rollins. I am open to ideas and discussion about this topic. I have copied my faculty advisory committee members in case any of them have further input or would like to attend the PSC meeting with me.

Giselda Beaudin