



The Florida State University
Tallahassee, Florida 32306-1480

FACULTY SENATE, 1480
Phone: (850) 644-7497
FAX: (850) 644-3375
www.fsu.edu/~fasenate

**MINUTES
FACULTY SENATE MEETING
MARCH 17, 2004
DODD HALL AUDITORIUM
3:35 P.M.**

I. Regular Session

The regular session of the 2003-04 Faculty Senate was held on Wednesday, March 17, 2004. Faculty Senate President Valliere Richard Auzenne presided.

Senate President Auzenne thanked the member of the Senate for their service in the past year and thanked those who will not be returning in April. She reminded the Senate that the first meeting of the new year will be April 21.

II. The following members attended the Senate meeting:

M. Allen, V. R-Auzenne, T. Baker, M. Baldwin, G. Bates, C. Beeler, F. Berry, G. Boggs, M. Bonn, A. Boutin, M. Childs, J. Clendinning, J. Cobbe, C. Connerly, C. Darling, L. Edwards, B. Ellingson, L. Epstein, J. Fiorito, S. Fiorito, J. Flannery, J. Geringer, J. Grant, C. Greek, D. Gussak, T. Hart, H. Hawkins, E. Hilinski, D. Houle, A. Kalbian, B. Kemker, S. Lewis, C. Madsen, N. Mazza, W. Modrow, D. Moore, J. O'Rourke, J. Peterson, P. Rawling, A. Sang, E. Schroeder, D. Seaton, J. Sobanjo, S. Southerland, J. Standley, J. Taylor, L. Van Dommelen, E. Walker, C. Ward,.

The following members were absent. Alternates are listed in parenthesis:

D. Abood (**D. Truesdell**), A. Archbold, R. Atkinson, C. Barrilleaux, S. Blumsack, B. Bower, J. Brown, F. Bunea, R. Coleman, P. Coats, W. Cooper, F. Davis, L. Dehaven-Smith, J. Dexter, P. Doan, L. Flynn, K. Glendenning, T. Glenn, T. Gomory (**L. Vinton**), V. Hagopian, C.J. Hardiman, K. Harris, R. Herrera, I. Jones, D. Kuhn, W. Landing, S. Lauterbach, W. Laparulo, S. Losh, V. MacDonald, T. Matherly, T. McCaleb, L. Odom, A. Payer, G. Peterson, C. Pfaff, K. Pietralunga-Myers, J. Quine, R. Reiser, P. Rikvold, M Rosal, S. Sirmans, S. Sommer, B. Stiftel, R. Turner, B. Warf, J. Wulff, K. Yang, M. Young.

III. Approval of the Minutes

The minutes of the February 18 meeting were approved as distributed.

IV. Approval of the Agenda

Announcements by the President were moved to item IV on the agenda. The agenda was approved as amended.

V. Report of the Steering Committee, J. Cobbe

The steering committee has met three times since the last Faculty Senate meeting, including our monthly meeting with the President and Provost.

The administration remains cautiously optimistic about the legislative session and the State budget this year. We were told that the wireless network plans for the campus have been funded, and 80% of campus should be covered in the fall, with total coverage including the interiors of all buildings planned for the academic year after. The new classroom building is likely to be on the Union Pool site, and if funding is appropriated by the legislature may still be ready by fall 2005. Discussions are underway for a new pool and athletics complex adjoining the golf course.

The administration, in conjunction with the University of Florida, has made a proposal to the Governor and legislature to fund graduate programs by contract rather than current procedures, giving the institutions control of graduate tuition and fee levels. There will be a Board of Trustees meeting via conference call on March 26, but it is expected to deal only with some routine matters.

We met with the chair of the Graduate Policy Council to discuss the issue of what is meant by the 'at large' member of a dissertation committee in the case of interdisciplinary PhD programs, and we expect that the GPC will propose clarifying language to the Senate later today. We also discussed the membership of the Liberal Studies Committee following Al Imershein's resignation, and will be proposing an additional appointment to the Senate for confirmation at our next meeting. We are exploring the willingness of various individuals to chair the ad hoc committee we intend to charge with looking into the issues surrounding non-tenure track faculty at the University, whose numbers appear to be growing. We also have discussed a situation with respect to the Student Academic Relations Committee, which we believe is on its way to satisfactory resolution.

We also discussed the Named Professorship program and differences between the Provost and the committee about nominees; and the administration's policy of requiring teaching improvement plans from faculty solely on the basis of repeated low performance on one question on the SUSAI.

VIII. Announcements by the President

Vice President Lee Hinkle spoke on behalf of President Wetherell who was at the Capitol.

We have been having a breakfast on Wednesday's during the first weeks of the Legislative session with the University of Florida. The UF and FSU are the two flagship research universities and we have a lot more to gain if we work together. UF president is working with us to solve some critical issues of the SUS. Lee Hinkle is not sure if the contract will happen in the end but we have put together a good proposal. It holds us accountable for a lot that we think we can meet up to. We are going to have to do some innovative things on campus in these times of diminishing state funds.

The PECO request is in to fund the classroom building, the life sciences building and the psychology building. We have lots of requests in and we will not know until the end of the session how much we will get.

The Matching Gift's program has support from the Speaker of the House and the President of the Senate. This program matches donor's gifts to the endowment program. This funds many of our Eminent Scholars.

The MAG Lab will most likely have the full \$10 million in funding even though the Governor had only \$5.4 million in his budget.

Lee Hinkle thanked the Senate for making Seven Days of Opening Nights a success. We made money this year and we are already talking about what we can do next year.

We have on campus six candidates for the President and Executive Director of the Alumni Association. Candidates are meeting the alumni staff, the selection committee, and we will have an open forum. The next president will have the opportunity to move the association forward with the new alumni center. We want this person to work to bring students and faculty more involved with the alumni association.

We have instituted Family Weekend for the spring, April 2-4. We are inviting parents back to campus for a second parent's weekend. The circus is performing and it is also Springtime Tallahassee.

Vice President Lee Hinkle also took questions from the floor.

VII. Reports of Standing Committees

a. Elections, D. Seaton

Senator Seaton opened the floor for additional nominations for the University Committee on Faculty Sabbaticals. There were no nominations.

Senator Seaton explained the process for the Grievance Committee and the Professional Relations and Welfare Committee. He asked those colleges and schools who have spaces to fill to make sure nominations are sent to Melissa Crawford, Secretary to the Faculty.

b. Budget Advisory Committee, C. Madsen

This committee had 13 members, 6 members are faculty members. The budget is a complex document. We have a \$800 million budget for this institution. Ralf Alvarez will give a short report.

There are major points that we discussed in February. First, we established our enrollment for 2003-2004. We are OK and above the plan at both graduate and undergraduate levels. Graduate enrollment is growing by some 175 annual FTEs in 2003-04; we appreciate the great effort from the faculty and everyone on this. We expect to have 800 more students than we have been funded for this fiscal year. We anticipated the opportunity to grow this year but the funding will not be here.

Second is the enrollment for 2004-2005. We are continuing to reduce the size of the entering undergraduate class; trying to increase graduate enrollment (although we know that is difficult).

Third we also discussed the E&G budget status. We are ok in terms of having on hand the statutorily required 5% reserve (5% of our \$360 million or so E&G budget). We have some recurring reserves set aside (about \$4.0 million), as requested be set aside for future years by the President from the 2003-2004 reductions we had to make.

Fourth, we discussed the Governor's/House/Senate 2004-05 Recommendations. The Governor and the Senate have no reductions and some enrollment money (both are encouraging recommendations); but the House is thinking about a 3.5 % reduction and no enrollment money.

c. Graduate Policy Committee, G. Bates

The GPC proposed the following change in the Graduate Handbook. The current policy in the Graduate Handbook is below; the underlined is the proposed addition that was passed by the GPC.

The supervisory committee will consist of a minimum of three members of the graduate faculty who have doctoral directive status, one of whom is a representative-at-large of the graduate faculty drawn from outside the student's department and degree program.

Senator bates moved that the change above be made to the Graduate Handbook. **After some discussion the motion passed.**

d. Undergraduate Policy Committee, S. Lewis

The Undergraduate Policy Committee moves that the language in the current undergraduate bulletin regarding the drop policy be replaced with the following:

DROP POLICY

During the first four days of classes, individual courses may be added, dropped, or sections of a course changed. Students are financially liable for all courses that appear on their schedule after the fourth day of classes. Courses may be dropped through the seventh week of classes with the exception of mandated college-preparatory courses, freshman composition, and courses involved in allegations of academic dishonesty; however, tuition charges will remain. Approval by the student's academic dean is required to reduce the academic load below twelve (12) semester hours or increase the academic load above eighteen (18) semester hours (to a maximum of twenty-one [21] semester hours). Courses dropped during this period will not appear on the student's transcript.

WITHDRAWAL

The statement "Withdrew from the University" will appear on the transcripts of students who properly withdraw within the first seven weeks of class. After that date, depending on the quality of work at the time of the withdrawal, grades of "W" or "F" will be assigned by instructors and placed on the student's transcript with the withdrawal statement. Under unusual circumstances and upon recommendation from the appropriate academic dean, a student withdrawing from the University may receive "WD" grades in all courses taken that term.

After some discussion, the **motion passed**.

The Undergraduate Policy Committee moves that the forgiveness policy described in the undergraduate bulletin be eliminated and the following text be inserted under the drop policy:

A cumulative maximum of two (2) courses may be dropped between the eighth and twelfth week of classes during the semesters in which the student has earned fewer than 60 hours of college credit. A student may only drop one (1) course after earning sixty (60) hours of college credit and until graduation. Students remain financially liable for these courses. Approval by the student's academic dean is

required. Courses dropped during this period will appear on the student's transcript with the notation "W."

After the twelfth week of classes, courses may be dropped only in exceptional circumstances. Dates are prorated for individual summer sessions. Approval is required by the academic dean. Such courses will appear on the student's transcript with the notation "WD." Students who register for courses but do not attend the classes will receive grades of "F" if the courses are not officially dropped.

After some discussion, the **motion passed**.

VIII. Special Order: Update on the Quality Enhancement Plan (QEP), L. Vinton

Linda Vinton presented the following Quality Enhancement Plan (QEP)

Purpose of the QEP

- **Required by the Southern Association of Colleges and Schools (SACS) as part of the reaffirmation process**
- **Must develop a university-wide plan that contributes to institutional improvement**
- **Submitted in February 2004 and reviewed by the SACs onsite reviewers in April 2004**
- **Must implement, if approved, in subsequent years**
- **Will require follow-up by SACS after 5 years**

Leadership Initiatives

- **Establish a Center for Student Leadership Development**
To coordinate leadership activities and help in the development and evaluation of leadership activities.
- **LEAD Plans**
To develop individuals plans (i.e., portfolios) for leadership development for students
- **Diversity Leadership Mentoring Programs**
Locate faculty, staff, and alumni who will serve as leadership mentors for students
- **Profiles of Student Stars**
Recognize student leaders on Blackboard
- **Leadership Certificate Program or Minor**
Provide incentives for departments that develop certificate programs or minors in leadership
- **Council on Student Research and Creativity**
Modeled after the CRC
Encourage travel to professional meetings
- **Living/Learning Communities**
To create leadership opportunities for students in a residential setting
- **Freshman Interest Groups**
To provide peer instructor opportunities for students

- **Leadership Focus in FYE Courses**
To offer leadership classes to freshmen
- **Honors Program**
Expand opportunities for leadership development through academic programs via research, creativity, and service activities
- **Information Literacy Skills Competency Endorsement**
Improve skills in information literacy to enhance leadership development

Summary

- Required by SACS as part of the reaffirmation process
- Reviewed by the SACS onsite reviewers from April 7-9, 2004
- Developed in conjunction with the university constituencies
- Includes 11 leadership initiatives
- Cuts across the scholarly, campus, and wider communities
- Undergraduate and graduate teaching, research, and service

IX. Special Order: Athletic Committee, Subcommittee on Academic Standards, F. Berry

We have the responsibility of overseeing academics and academic support for about 500 students on campus. FSU supports our students with advising and other academic services. We are also mandated by the NCAA to have certain types of academic support services. Mark Melaney is the Director of the Athletic Academic Support Services and he and Aaron Vause will give a short presentation on the SAMS system.

Mark reports directly to the Dean of Undergraduate Studies, Karen Laughlin. We serve as lower division, freshman and sophomore, advisors. We have 6 advisors on staff and we have full time learning specialists. In 1989 the Board of Regents developed a rule for monitoring the academic progress of students. In the early 1990's we developed a hard copy progress report to monitor students. About a year ago we made a commitment to develop a more advanced way to monitor student athlete progress.

The Student Athlete Management System (SAMS) (<http://sams.acns.fsu.edu>) is a stand alone website. The data never leaves our campus. Student athletes list the individuals they want this information released to. Mark and Aaron gave a short demonstration of the system and answered questions.

X. Unfinished Business

There were no items of unfinished business.

XI. New Business

There were no items of new business.

XII. University Welfare

a. Updates on Bargaining and Related Matters, T. Baker for J. Fiorito Senator and UFF-FSU Chapter President

1. Bargaining Update

Our bargaining teams have now met seven times for roughly three hours at each session. Two or three additional sessions are scheduled over the next three weeks.

The teams have exchanged or presented proposals on roughly half of the main subjects (Articles) in the previous collective bargaining agreement. This is not to say we are halfway done! Many of the articles presented thus far are of a technical nature, but some important substantive matters such as academic freedom and responsibility have also been discussed. It is fair to say that there has been substantial progress in recent sessions.

2. Bargaining Input

The Collective Bargaining Advisory Council met recently in the Williams Building in our continuing effort to reach out to faculty across campus. These meetings have been very valuable in providing faculty input in the rich communications environment possible through face-to-face discussions. These meetings have also helped to frame issues for our questionnaire.

The Bargaining Survey and Administrator Evaluation questionnaire that is hitting faculty mailboxes this week aims at soliciting input at the more extensive margin. With over 1700 faculty in the UFF-represented unit and faculty schedules what they are, meetings alone just won't do. It is imperative that we get a large response to the questionnaire. This will provide a clear and strong voice for faculty at the bargaining table and beyond. Please complete and return the questionnaire promptly, and urge all of your colleagues to do the same.

XIII. Announcements by Deans and other administrative officers

The were no announcements by Dean and other administrative officers.

XIV. Announcements, Provost Abele

The Provost was unable to attend.

XV. Adjournment

The meeting adjourned at 5:20 p.m.

Melissa Crawford
Secretary to the Faculty

Annual Report to the Faculty Senate
from the University Curriculum Committee

The University Curriculum Committee (UCC) consists of the following members:

Susan Fiorito, Chair

Pam Coats

Jim Cobbe

Howard Goldstein

Steve Kelly

Victoria MacDonald

Andrew Payer

Sanford Safron

Jeff Tatum

Non voting members from the registrar's office include Matt Keelean, Judy Yancey, and Erika McVoy.

The UCC has thus far met four times during the academic year (2003-2004). Our meetings were held November 20, December 10, January 28, and February 25 in 330 Sandels and began at approximately 2:30 PM. We will meet two more times this academic year: March 24 and April 28.

During our first meeting, which was held November 20th the committee decided to send a letter to Dean and Department Chairs to explain the procedures and information necessary for completing and submitting all curricular requests to the UCC. The curriculum request form (cc153), the FSU file syllabus form (cc179), and a copy of the memo to all Deans and Department Chairs is available on the UCC web site: <http://www.fsu.edu/~fasenate/forms.html>. Both forms (cc 153 and 179) are now available as word documents at this web address along with Form 2's, which must accompany requests for distance learning courses.

During our four meetings, we reviewed a total of:

109 new courses,
40 course changes, and
24 courses to be deleted.
173 courses reviewed

Respectfully submitted,
Susan S. Fiorito
March 17, 2004

Summary of FSU Faculty Senate Library Committee Activities
Academic Year 2003-2004

Members: Chuck Connerly, Melissa Hardy, Aki Kamata, John Kerbs, Charles McClure, Greg Mitchell, Dennis Moore, Mark Pietralunga, Randolph Rill, Sally Sommer, Mark Teasley, Leon Van Dommelen, Denise Von Glahn, Virginia Walker; R. Rill, Chair
Ex Officio members: Althea Jenkins, Robert. Bradley, Ann Rowe

Overview

The Faculty Senate Library Committee monitors Library activities, acts as a voice for faculty input into Library affairs, advocates for the FSU Libraries, and makes recommendations with respect to Library policies affecting faculty and other patrons. The University Libraries continue to make advances under the leadership of Dr. Althea Jenkins, who is now in her third year as Director of FSU libraries. Significant and obvious physical changes have made the Strozier library a more pleasant and welcoming place. Communications with patrons have been improved, and information is more easily available through a revised Library website, newsletters, and other venues. The Libraries' leadership team now is in place. The FSU Libraries continue to be responsive to changes in library practices, particularly in the areas of electronic databases and electronic access to subscriptions. The effective subscriptions base of the University Libraries has been increased substantially through collaborative, state-wide agreements for electronic access negotiated with publishers, while the number of print subscriptions has remained fairly stable. The multi-media center established a few years ago has been expanded and updated.

The Library budget remains a concern as again this year significant budget cuts were sustained in all categories, despite an extra \$500,000 allocation from the University administration again this year. The Library Committee has great concern about the continuing and cumulatively very large cuts in the budget over the past three years. While most segments of the University have sustained budget cuts in this period, the reduction in University Library budget seems disproportionately large. Subscriptions access has actually increased because of advances in electronic subscriptions, but the ability to purchase monographs has eroded greatly from the high of a few years ago when special state funding was available. The ability of the Libraries to continue to provide access to up-to-date computer equipment is also a concern.

Specific Items of Business

- The College of Medicine and Schools of Information Studies and Music gave brief presentations of the services offered by their libraries. A few highlights follow. The COM Medical Library is highly dependent on electronic subscriptions and databases and the concept of a 'virtual library', in part because the year 3 and 4 medical curriculums take place on campuses throughout the state. The University community has access to the COM Medical Library via Easy Proxy. COM library personnel will visit departments/units to do a workshop on request. The COM developed a new WWWeb page through an extensive design process involving students of the School of Information Studies, who participated in teams to design

different prototype library web pages. The School of Information Studies described how their library has been designed to serve as a teaching library for Information Studies undergraduate and graduate students. Several improvements have been made in the School of Music library, including methods to effectively catalog and provide rapid access to needed materials which are difficult to handle by traditional means (e.g. sheet music, orchestral and opera scores, etc.)

- The Primary Sources subcommittee conducted its annual solicitation for small grants to purchase special collections items. Two grants were funded in the first application cycle.

William O. Oldson, Department of History, Institute on World War II and the Human Experience. Stars and Stripes Newspapers from World War II. Professor Oldson requested that the library purchase the Stars and Stripes Pacific Collection, 1945-1963 for \$340.00. In checking the cost and availability, Roy Ziegler determined that the total cost for the Pacific Collection was \$2,618.00. After a second e-mail ballot, the committee voted to award Professor Oldson the total \$2,618.00 and to encourage him to apply for the Stars and Stripes Collection that encompasses Europe, the Mediterranean, and North Africa (1942-1964) during the second round competition.

Andrew Opel, Department of Communication. Professor Opel requested that the library purchase sixteen documentary films or videos that would compliment his teaching and research interests in independent media and social movements, particularly to the environmental and global justice movements. The request was for a total of \$3,944.90. The committee voted to award this grant.

During the first round, the Primary Sources Committee awarded a total of \$6,562.90 leaving a balance of \$18,437.10 of the \$25,000.00 made available for these awards. Second awards are March 5, 2004, with a due date of March 19, 2004.

- The Patrons subcommittee reviewed means to improve visibility of the Library Committee to the University community and recommended development of a Committee website. Several options were explored for 'housing' the website. Melissa Crawford, Secretary to the Faculty, subsequently set up the website, which is now populated with information about the Library Committee Purpose and Policies, membership, and minutes of recent meetings.
- The Library Resources reviewed and discussed the status of the library's written policies on donations and concluded that no major changes to the policies were necessary. Examples of other schools' written policies were obtained and provided to the Library to consider as it finalizes the language to its published policies on donations, with the one outstanding question being how much detail should be provided to potential donors about the role that cost concerns play in the acceptance of donations.

The subcommittee is exploring mechanism(s) for expedited access to electronic and print resources for faculty who can pay the cost of expedited access through a grant or a departmental allowance.

Discussions were held with Robert McDonald and Chuck Thomas (of the FSU Libraries Digital Library and Media Center) on the status of plans to digitize multimedia resources. Currently equipment limitations, copyright concerns, and difficulties with the searching of electronic databases are hampering the move to digital formats for several resources.

- Autonomy agreements of Libraries, Schools of Information Studies and Music

Over three years ago the Library Committee received for review proposals to the Provost for the trial establishment of autonomous Libraries in the School of Information Studies (Goldstein Library) and the School of Music (Allen Library). The Library Committee, acting in accord with its charge to conduct studies and make recommendations on matters of University Library policy, reviewed and approved these proposals in concept. Decision-making authority, staff positions, materials budgets, and expense budgets were subsequently transferred from the University Library to the Deans of the respective Schools on or about July 1, 2000. Responsibility for decisions on unit library development; staff management, hiring and retention; materials acquisitions and essentially all library affairs related to delivery of services were thereby transferred to the respective units through their Deans. Proposals of the two libraries differed in some details, but the University Library was expected to continue to provide support for these Libraries in certain areas. The Library Committee approved the trial autonomy agreements with the understanding that impacts and consequences would be evaluated after three years.

The Library Committee began the review process by soliciting responses from the Deans of the respective Schools and the Director of University Libraries to questionnaires designed to collect information on perceptions of impacts and consequences of the autonomy trials, and recommendations thereto. Responses to the original questionnaires were received and updated by a working group. The working group met individually with each of the Deans and the Director of Libraries, and an overview of each school library was presented to the full Library Committee. A draft report summary was presented to the full Library Committee at the March 3, 2004 meeting. Comments from the ensuing discussion are being used to prepare a complete report draft. The final approved report will be forwarded to the Faculty Senate Steering Committee, affected Libraries and University Provost as early as possible in the Fall 2004 semester.

Report of the Computer and
Information Resources Committee (CIRC)

CIRC has addressed the possibility of requiring freshmen to have a portable computer with wireless Ethernet access. We have voted to encourage this.

We have concluded that such a requirement could lead to new and innovative models of collaboration and of teaching. At this time at least 90% of all freshmen show up at FSU with a computer. An official requirement would make it possible for students to include the cost of their computer in financial aid. Portables can be taken along while traveling, can be more easily repaired, and it might be possible to generate student savings through a large FSU order. Some departmental labs might be closed with potential savings to the University. Technology could be used to prevent access in the classroom if an instructor so desired.

We encourage an implementation of this requirement that is consistent with the diverse functional needs across various major fields of study.

Given an emphasis on student mobile computing, we also voted to encourage an increase in support for mobile computing infrastructure.

Additional funds would certainly be required to support more mobile devices on campus. An early phase of a wireless infrastructure initiative could see coverage of outdoor spaces and large meeting rooms, with other interior spaces handled next as the campus develops more experience with the technology. A centrally authenticated logon would also be developed, allowing students, faculty and staff access to network storage.

Respectfully submitted,

Charles F. Hofacker
Committee Chairperson

Annual Report to the Faculty Senate
from the Distance Learning Committee

Committee Members Present:

Cecil Greek, chair
Eric Walker, College of Arts and Sciences
Jayne Standley, School of Music
Sandy Lewis, College of Education, UPC Chair
George Bates, College of Arts and Sciences, GPC Chair
Susan Fiorito, College of Human Sciences, UCC Chair

Ex officio:

Director of the Office of Distributed and Distance Learning: Larry Dennis

Guests:

Carole Hayes, ODDL chayes@oddl.fsu.edu

Agenda Items Covered:

1. Report on ODDL Activities by Larry Dennis

- a. Graduate programs fully online or coming online include programs in business, education, social work, criminology, information studies, and nursing.
- b. Question was raised as to whether all these programs were brought before the GPC for approval prior to their start up?
- c. Undergraduate completion programs include interdisciplinary social science, information studies (to be shut down), computer science, and nursing.
- d. Question was raised as to whether undergraduate programs that will allow completion of all required courses on-line should go before UPC for review or approval?
- e. Number of participants in ODDL summer workshops for faculty has increased each year for last 3 years. Workshops include use of Blackboard, advanced Blackboard usage, instructional enhancement, etc.
- f. ODDL has begun a course redesign initiative aimed at modifying large enrollment undergraduate classes for online and hybrid delivery. First to be developed are courses nominated by faculty and programs ready to move in this direction. This is part of a larger movement at FSU to create hybrid courses (courses in which any class instruction time is replaced by online or software instruction).
- g. Discussion: All hybrid courses require the submission of a Form 2. ODDL assists in the development of Form 2 plans.
- h. There has been significant enrollment growth in online enrollments at the graduate level (now over 1000 students, representing 5 to 10% of all graduate enrollments).
- i. Discussions are underway at the University about the future use or replacement of Blackboard with another course management system.

- Alternatives include WebCT, Desire to Learn, and several open source initiatives.
- j. DL Committee recommends that the committee reviewing the laptop and wireless campus initiatives also be involved in the Blackboard review.
 - k. Replacement of the eSUSSAI by eSPOT was discussed. This can be accomplished fairly quickly. Eric Walker's committee will take this up at their next meeting.
 - l. For latest info on ODDL: <http://online.fsu.edu/fyi/>
 - m. Larry Dennis will set up a Blackboard site for this committee. We can exchange documents, hold discussions, send email, etc. from this site.

2. Review of existing Graduate DL Programs

As a number of existing online graduate programs have now been up and running for 3 years or more, the GPC would like to begin to review these programs (as per the agreement at the time of their initial approval).

The committee has been asked to assist in providing criteria for such reviews. Carole Hayes discussed ODDL's ongoing collection of outcome information on all distance courses. Reports are available at the course, program, and aggregate university levels. The summer 2003 report was shared with the committee chair and portions of that report will be put inside the committee's Blackboard site.

Committee will work towards an agreed upon set of review criteria using a combination of items from GPC on-campus program review criteria and a number of items drawn from reviews of on-line programs at other institutions. This will be the primary task at the next meeting. George Bates will assist in getting the committee GPC review criteria and Carole Hayes will assist with online review criteria and FSU outcome data.

Discussion over how to compare quality of online and campus programs was held. As the faculty, library support, and course content are typically the same as the campus courses, factors such as faculty interactive time with students might be more important. Whether the online program is sustainable within resources available to the department is also a critical question? How is faculty teaching load apportioned between the on-campus and distance programs?

3. Items the Committee Wishes to Express to Faculty Senate:

- a. Approval on online Bachelor's programs: Before an existing undergraduate degree or degree completion program can be offered completely in an online format, an approval by the Undergraduate Policy Committee should be required. The criteria for approval is to be determined by the UPC.
- b. Form 2: The DL Committee wishes to remind all faculty and programs that the use of Form 2 is required for all courses, including hybrid courses, in which any scheduled class time is replaced by online or other computer-mediated activities. Form 2's for undergraduate courses go to the UCC; Susan Fiorito is current UCC chair.
- c. Review of Existing Graduate Online Programs: The distance learning committee is in the process of developing criteria for the review of existing graduate online programs. These criteria will be shared with the GPC, which

is about to embark on reviewing these programs. The GPC gave conditional approval to several programs, with the proviso that they would be reviewed by the GPC after their first 3 to 4 years of offering their degrees.

Next meeting: Next meeting is scheduled for Th April 8th in Hecht House, School of Criminology conference room at 10 AM.