



MINUTES
FACULTY SENATE MEETING
MARCH 21, 2007
DODD HALL AUDITORIUM
3:35 P.M.

I. **Regular Session**

The regular session of the 2006-07 Faculty Senate was held on Wednesday, March 21, 2007. Faculty Senate President James Cobbe presided.

The following members attended the Senate meeting:

D. Abood, J. Ahlquist, M. Allen, V. R-Auzenne, T. Baker, A. Bathke, G. Blakely, J. Bowers, G. Burnett, P. Coats, J. Cobbe, R. Coleman, V. Costa, L. deHaven-Smith, L. Edwards, J. Fiorito, S. Fiorito, M. Frank, J. Gathegi, K. Gelabert, J. Geringer, P. Gilmer, L. Hawkes, J. Hellweg, P. Hensel, C. Holmes, J. James, L. Keller, A. Kercheval, W. Leparulo, S. Lewis, C. Madsen, T. Matherly, N. Mazza, C. McCann, J. Milligan, R. Morris, P. O'Sullivan, A. Payer, R. Pekurny, T. Ratliffe, D. Rice, J. Scholz, J. Sickinger, J. Standley, G. Tyson, E. Walker, Y. Wang, N. Warren, T. Welsh, J. Whyte, S. Wood.

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

T. Adams, E. Aldrovandi, P. Aluffi, G. Bates, S. Beckman, B. Bower (**J. Brooks**), F. Bunea, J. Cao, D. Cartes, M. Childs, J. Clendinning, C. Connerly, V. Dobrosavljevic, J. Dodge, I. Eberstein, K. Erndl, M. Fernandez, C. Greek, N. Greenbaum, K. Harris, M. Hartline, R. Herrera, L. Hogan, D. Houle, E. Hull, D. Kangas (**A. Gaiser**), A. Koschnik, A. Lan, W. Landing (**D. Nowacek**), T. Lee, T. Logan, S. Losh, R. Miles, M. Mondello, D. Moore (**A. Epstein**), A. Mullis, K. Myers, R. Neuman, J. O'Rourke, A. Plant, D. Pompper, R. Roberts, F. Rodriguez, J. Sobanjo, N. Trafford, J. Turner, C. Upchurch, J. Wulff.

II. **Approval of the Minutes**

The minutes of the February 21, 2007 meeting were approved with one minor editorial change.

III. Approval of the Agenda

The agenda was approved as distributed.

IV. Report of the Steering Committee, J. Standley

The Steering Committee has met only 2 times since the last Senate meeting due to interruptions by Spring break.

The following issues have been discussed in Steering Committee meetings.

There will be a national meeting of the Coalition for Intercollegiate Activities at Stanford University in May. FSU will be represented by Joe Beckham who is the Senate's representative to the Athletic Committee. The steering committee is pleased that Beckham will be attending and representing us.

You may have noted that the Promotion and Tenure decisions for this academic year have been announced. The Steering Committee commends the Provost and President on their timely conclusion of this process.

The Undergraduate Policy Committee has terms of reference in the faculty senate bylaws that are exactly parallel to those of the GPC for oversight of the quality and currency of undergraduate programs. Previously, such review was left up to departmental and school/college level faculty committees, except for degree programs conducted through distance learning. However, there has been a great deal of discussion over the last several years about the need for more faculty input into the process assuring that our baccalaureate programs are current and of acceptable quality. Throughout our discussions, the problem has been identifying the faculty manpower to undertake the review of over 1200 separate programs. We have discussed a variety of models and finally have one we wish to implement. At the direction of the Steering Committee, the UPC will begin evaluating undergraduate programs by routinely reading QER reviews completed each academic year. We will begin with this year's reports. The expectation is that most external reviewer reports would receive an evaluation of "no further UPC attention required." However, there will be a process in place to recognize outstanding positive achievements or a need for substantial remedial action through the UPC's faculty oversight. The Steering Committee will be working with Bob Bradley who heads the QER review process and the UPC to finalize procedures.

Bob Bradley updated the Steering Committee on the status of the report and recommendations for Non-Tenure Track Faculty. Human Resources has studied the report and itemized the changes that would need to occur within the personnel system along with the related budget costs of such changes. Thus far, there have been no concerns with content of the report, except awareness that a few faculty/research personnel within the university may not be covered by the designations listed in the report. There may need to be some additional designations added. The report is being studied and plans being formulated for implementation.

v. Report of Standing Committees

a. Elections Committee, L. Edwards

i. Nominations for the University Committee on Faculty Sabbaticals

There were no additional nominations.

ii. Nominations for the Grievance Committee

There were no additional nominations.

iii. Nominations for the Professional Relations and Welfare Committee

There were no additional nominations.

b. Undergraduate Policy Committee, S. Lewis

The charge of the Undergraduate Policy Committee is to consider University-wide policies on undergraduate academic affairs. In that capacity, the UPC considers and makes recommendations for new courses to be added to the Liberal Studies Program, and approves courses to be designated as meeting the multicultural, oral communication, and computer skills competencies requirements. In its eight meetings each year, it also deals with matters related to the final exam policy, and other issues related to undergraduate academic affairs that may be brought before it.

The UPC is a hard working committee and I'd like to recognize its members at this time: Michael Allen, Alan Bathke, John Bruno (Vice-Chair), Rinn Cloud, Andrew Epstein, Roxanne Hauber, Cecil Greek, Lois Hawkes, Patrick Hollis, Aaron Lan, Kim Maddox, Tim Matherly, Tom

McCaleb, Donna Nudd, Gregory Riccardi, Valliere Richard, Gail Rubini, Philip Steinberg, Paul Strait, and James Tull. Also of critical importance to our work are the efforts on our behalf of Dean Karen Laughlin, our ex officio member, and Cheryl Oakley, who has the title of Secretary of the UPC, but who really is the backbone of this Committee.

During the past year, the UPC has undertaken a review of all courses that previously have been identified as meeting the criteria for Liberal Studies Area V, Natural Science. We asked program representatives offering these courses to collect and review each of the syllabi, major examinations, and assignments offered by Area V courses, and to pay particular interest to the following issues:

- adherence to the criteria established for Liberal Studies Area V, including attention to the additional criteria for courses identified as meeting the Literature, Multicultural, or Gordon Rule designations,
- the preparation of the faculty to teach these courses, including the percentage of non-tenured personnel assigned to teach,
- the focus of assignments and tests, and
- the ways in which the concept and purpose of a liberal studies education is featured throughout the course.

After conducting this review, these program representatives were asked to prepare a short report of findings and present them to the Undergraduate Policy Committee. This past year, 12 individuals shared information about their program's classes, and I'd like to publicly acknowledge at this time our gratitude for the time and effort they took to assist us with this process. Most of the classes that were reviewed were re-approved; details can be found in the copies of the minutes that are posted on the Senate Website.

As mentioned in the Steering Committee Report, the UPC has appointed a subcommittee to develop a procedure through which we can tap into the existing QER process to provide oversight of the quality and currency of undergraduate programs. Vall Richard has graciously agreed to Chair this subcommittee, which will provide a report early next academic year.

Other activities that have engaged this committee include the a) collection and reporting of data for SACS related to students' achievement of oral communication, mathematics, multicultural, and writing competencies; b)

work with the Undergraduate Advising office on the revision to the retention table; and c) proposed changes to the limit of credits by examination that a student can be awarded. With regard to this last issue, I'd like to move, on behalf of the UPC, that the current policy, which allows students to be awarded up to 60 hours of credit by examination, be changed to permit a maximum of 45 hours of credit by examination for any one student.

c. University Curriculum Committee, S. Fiorito

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

Susan Fiorito, Chair,
Beverly Bower, Education
Pam Coats, Business
George Blakely, Art
Rodney Jordan, Music
Tom McCaleb, Social Sciences
Andy Payer, Medicine
Cheryl Ward, Arts and Sciences

Non-voting members include:

Melissa Crawford, Faculty Senate Coordinator
Erika McCarthy, Coordinator of Curriculum Publications

The purpose of the UCC is to consider curricular policies and procedures at both the undergraduate and graduate levels. All new courses to be taught at the University for credit must be approved by the UCC before being offered. If a unit intends to offer a new course by an alternative mode of instruction, such as distance learning, it must first get approval for the course by submitting the Curricular Request and FSU File Syllabus forms detailed below and also complete the Form 2 request. All courses must enter the University's curriculum system having completed the traditional curricular request forms. To offer a course without face-to-face instruction in the classroom, a unit must justify [via the Form 2 process] the educational equivalence of the alternative mode of instruction. If requesting a change in course hours or objectives from a previously approved course, the old syllabus and the new/proposed syllabus must be submitted. Faculty must submit a syllabus to the registrar everytime a special topics course is offered. A regular course number for the special topics course must be submitted after the third time the course is taught.

Since our report to the Faculty Senate in March 2006 the UCC met eight times: March, April, June, September, October, December, January and February.

During these eight meetings, we reviewed:

161 New courses
58 Course changes, and
12 Courses to be deleted
231 Courses Reviewed

In addition to reviewing, meeting, discussing and making recommendations for courses we also:

- Revised the letter sent to Deans, Department Chairs and Curriculum Coordinators regarding procedures for the successful completion of forms related to new and changed courses. This revised letter on the Faculty Senate Web site provides links to:
 - How to write Course Objectives
 - Department Codes,
 - Major/Advising Codes,
 - CIP codes
 - ADA and New Honor Code (required)
 - Attendance Policy
 - Faculty information for requesting Liberal Studies, Multicultural, and Gordon Rule, Oral Communication Competency, and Computer Skills credit.
- Discussed the University attendance policy and now have a clarified attendance policy statement on the Faculty Senate Web site.

d. Liberal Studies Coordinating Committee, S. Carroll

The Liberal Studies Committee has met in person and electronically this year. Given its role in shaping the Freshman Interest Groups (FIGs) on campus, the members have determined that we would develop a very short, useable evaluation form (see addendum 1) and distribute it to Freshmen Interest Group Seminar leaders during the last two weeks of the semester, and ask them to have their students fill it out. An envelope that will send the completed evaluations to Sissi Carroll, Chair of the Liberal Studies Committee, will be included. Carroll will compile the results of the evaluations, and ask the committee to analyze the results, seeking any patterns in the students' responses that might inform the effective

implementation of the FIGs in the future. Carroll will pass along the group's ideas to Dr. Karen Laughlin, Dean of Undergraduate Studies, and will keep the evaluation forms. The process will be repeated each semester by the Liberal Studies Committee.

The committee also discussed the possibility of highlighting for FSU students any courses that require students to engage in the use of new literacies, including media literacies, so that the students can become more aware of options that will help them become more savvy producers and recipients of information in the 21st century. We will continue to discuss this issue and hope, in the fall, 2007, to compile a university-wide list of courses that would address this need.

VI. Old Business

There were no items of new business.

VII. New Business

There were no items of new business.

VIII. University Welfare

- a. Updates on Bargaining and Related Matters, J. Fiorito

Good afternoon!

We've had two bargaining sessions and a Presidential Consultation since our last Senate meeting. Our faculty team and the Administration/BOT team are continuing their efforts to negotiate a new Collective Bargaining Agreement for 2007-10 that addresses faculty and broader university needs. We hope to conclude discussions on Intellectual Property soon (Article 18) and begin discussions on benefits, salary, and other issues. Our next session is Wednesday (March 28) at 2pm at the FSU Training Center. Faculty Senators are most welcome at these public meetings.

Our UFF-FSU Chapter is also working to ensure that faculty perspectives are heard by our legislators. A UFF-FSU faculty team will be representing FSU faculty at "FSU Day" tomorrow at the Capitol. Earlier this week UFF-FSU members participated in parts of the Florida AFL-CIO Legislative Conference.

There is a lot of “good stuff” already in our contract or having come out of our contract negotiations. In case you missed today's Tallahassee Democrat story on the parental leave benefit negotiated last year, you can find it at <http://www.uff-fsu.org/art/td20070321.pdf>. I was also reminded earlier today that our contract requires that summer teaching opportunities be offered to regular faculty before they are offered to adjunct faculty. This came up in the context of an administrator proposing hiring more adjuncts as a way to stretch the summer budget. Other examples of “good stuff” are tenure and protections against arbitrary and capricious disciplinary action. We are currently reviewing the Administration's proposed revisions of rules on “suspension and dismissal of faculty.” The proposed revisions raise some serious concerns. At least for faculty in the bargaining unit, the vast majority of FSU faculty, these concerns are somewhat muted by our collective bargaining agreement's protections. We're still concerned about these rules and their possible impact on faculty generally.

On a less troubling topic, it's pledge drive week at our local public radio affiliate, WFSU-FM. UFF members have volunteered to handle the phones for a shift on Friday. As you know, public radio is one of those things that one is not obligated to support, but is nonetheless worthy of support.

Last for today, I would like to add my “thanks” to Senators who have served this year whether you are leaving the Senate now or continuing to serve. Matters we deal with as faculty are far too important to be left only to administrators, however well intentioned they may be. Faculty Senate is an important service to the faculty, the University, and the citizens of Florida, even if it is not always appreciated and rarely rewarded. Thank you!

I'll be happy to take questions if time permits.

IX. Announcements by Deans and Other Administrative Officers

There were no announcements by Dean and Other Administrative Officers.

X. Announcements by Provost Abele

The Provost was not in attendance.

XI. Announcements by President Wetherell

The President was not in attendance.

XII. Adjournment

The meeting adjourned at 4:11 p.m.



Melissa Crawford
Faculty Senate Coordinator

FIG Evaluation

Your FIG title:

(Note: Your responses will be confidential unless you choose to add your name.)

Please ask your students to complete the following items, using the following scale:

- 1 = none or very little
- 2 = in very negative ways
- 3 = in negative ways
- 4 = somewhat, but not in clear ways
- 5 = in positive ways
- 6 = in very positive ways

1. The program has affected my choice of major
2. I am satisfied with the FIG courses and experience.
3. I am satisfied that I now understand important aspects of student life at FSU that I did not understand prior to my participation in the FIG.
4. I feel an academic connection to other students as a result of FIG participation.
5. I have developed lasting friendship with one or more students with whom I participated in the FIG.
6. I have developed a sense of belonging as a result of my participation in a FIG.
7. My grades have been affected by my participation in a FIG.
8. The FIG experience is one that I will recommend to other first year students.
9. The program contributed to my participation in individual courses that were designated as FIG courses.
10. The seminar contributed to my ability to become active in campus life at FSU.

If you would like to make any comments about specific aspects of your FIG, or your experience as a participant, please do so in the space below. Please write legibly.

Annual reports, Spring 2007

Distance Learning Committee. The DLC was established a decade ago when the prospect of online degree programs was brand new; the Senate wanted a mechanism to insure that online degrees were comparable to campus degrees in quality. Because GPC program reviews covered graduate degrees, the committee focused on undergraduate degree programs, where no outside review mechanisms existed. There are currently only three undergraduate online degree programs: computer science, nursing, and interdisciplinary social science (there are fifteen graduate online degree programs, all at the MA level). Formerly administered by ODDL, these programs are now administered by APPS, in coordination with the instructional departments. Because there is a new mechanism for the undergraduate component of QER program reviews to be reviewed by the UPC, the DLC now serves as an ad hoc resource to help review online degree components if the primary review mechanisms (the GPC and QER reviews) signal that there is warrant to do so. In addition to the chairs of the GPC, the UPC, and the UCC, the 06-07 committee included Charles McClure (Information) and Howard Goldstein (Communication) and Eric Walker (Arts and Sciences).

Teaching Evaluation Committee. The TEC encourages units to make use of the SPOT II form, which encourage units to supplement the university-required SPOT/SUSSAI questions with locally-based questions tailored to specific pedagogical settings. Especially because the administration's 90/30 system has been installed in elaborately organized administrative mechanisms, the committee is convinced that meaningful changes to evaluation systems will occur at the local rather than the university-wide level; the committee stands ready to assist departments with locally-based, discipline-specific ways of encouraging and evaluating good teaching. Thanks to committee members Rebecca Miles, John Sobanjo, Nancy Greenbaum, Woody Carlson, John Geringer, Elizabeth Jakubowski, Pat O'Sullivan, and EricWalker.

Eric Walker, Chair
Distance Learning Committee
Teaching Evaluation Committee

STUDENT ACADEMIC RELATIONS COMMITTEE

Committee Report 2006-07

Chairperson:

Laurie M. Grubbs

Committee Membership:

Cheryl S. Beeler

Gary M. Fournier

Robert J. Turner

Nancy B. Warren

Committee Activities:

There were two cases heard in Fall semester 2006, one involving the College of Education, and one involving the College of Law. Recommendations were made to and accepted by the Provost.

Many thanks to the committee for their time and hard work in resolving these cases.

Laurie Grubbs, PhD, ARNP
Professor, College of Nursing
#417, Duxbury Hall
Mail Code 4310
(850) 644-5363

Faculty Senate Honors Committee

The Committee met in late fall of 2006 with Honors Program Director Helen Burke. The main topic of discussion concerned developing more honors courses outside liberal studies. Because Honors students typically bring in a lot of AP, IB and dual enrollment credit, Helen is now soliciting Honors courses beyond those that simply meet the Liberal Studies requirements. Departments have been encouraged to give more special topics courses or Honors sections of courses that meet requirements in the major. Some departments have responded but more such non-liberal studies and special topics Honors courses are needed. Helen also presented the idea of having Honors Certificates, in which a student chooses a core of honors courses in a particular field of study or related fields of study. She noted that this model has been successful at peer institutes. The committee was fully supportive of this idea. Helen and I have met to discuss strategies for developing such certificates and proposals for certificates will be addressed at the next committee meeting.

Helen has also provided me with the following data on admissions. This spring approximately 300 students were admitted into the Honors program through the process of lateral admission. These were students who had a cumulative GPA of 3.8 or higher after taking at least 12 hours at FSU. This coming fall, we will be running a separate Sophomore section of the Honors Colloquium for these students, and in this section we will encourage these students to think about participating in undergraduate research or creative activities and the Honors in the Major program. Regarding new applications, currently 590 have responded to an invitation and been accepted into the program but since many of these have not yet put down their deposit (deadline for this is May 1), we have no hard numbers about how many are actually coming. We are also still awaiting responses from the fourth cohort (over 200 students). Their deadline is April 16. We are accepting students by Petition on a rolling basis.

The Honors Office is currently undergoing renovation for the purpose of creating space for a new Office of Undergraduate Research. As a result of the renovation, three offices that promote undergraduate excellence -- the Honors Office, the Office of National Fellowships, and the new Office of Undergraduate Research -- will be located in the same suite.

The Eight Annual FSU Undergraduate Research and Creative Symposium was held on our campus on April 5, 2007. Forty three students, representing 17 departments, participated, either giving oral presentations or poster presentations.

James Mathes, Chair
Faculty Senate Honors Committee