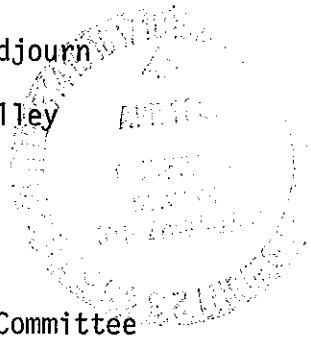


Book

Agenda
Faculty Senate Meeting
April 20, 1983
Moore Auditorium
3:45 p.m.

- I. Approval of the minutes, March 16, 1983
- II. Approval of the agenda, April 20, 1983
 - a. Set 4:20 p.m. as time at which to adjourn
- III. Report of the Steering Committee, Jayne Alley
- IV. Reports of standing committees
 - a. Undergraduate Policy Committee
 - b. Budget Advisory Committee
 - c. Professional Relations and Welfare Committee
- V. Response of the President of the University to previous Senate action
- VI. New Business
 - a. Resolution on effective dates for actions taken by the Senate.
"Unless the Faculty Senate specifies otherwise, the effective date for any action taken by the Faculty Senate shall be the beginning of the next academic term."
- VII. University Welfare
- VIII. Announcements of Deans and other Administrative Officers
- IX. Annual reports of standing committees of the Senate



Organizational Meeting of New Senate
4:20 p.m.

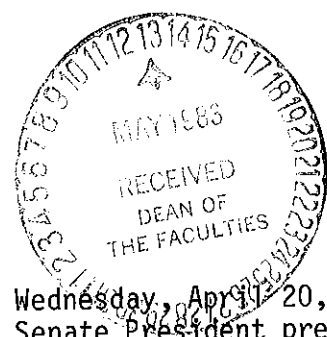
- I. Election of President of Senate
- II. Election of Steering Committee members
- III. Announcements of the President of the University
- IV. Adjournment

ANNOUNCEMENT: The University Women's Club will host University Wednesday Social immediately following the Faculty Senate. There is a charge of \$1.50 to help defray expenses. The Social will be held at the home of President and Mrs. Bernard Sliger. Please come!

DR DAISY P FLORY
314D MES
VP-ACADEMIC AFFAIRS

Book

Faculty Senate Minutes
Moore Auditorium
April 20, 1983



I. Regular Session

The 1982-83 Faculty Senate met in regular session on Wednesday, April 20, 1983, at 3:45 p.m. in Moore Auditorium. Mr. Fred Kreimer, Senate President presided.

The following members were absent: Michael Armer, Komas Balkus, Richard Chackerian, Gregory Choppin, Barry Diskin, Marc Freeman, David Geisbush, Richard Hornby, Donald Horward, Robert Kalin, Curtis Krishef, William Laird, Winston Lo, Bob Marshall, Penelope Mason, Clyde Maurice, Sande Milton, Ivy Mitchell, Malcolm Parsons, Jon Piersol, Joseph Plescia, Mounir Ragheb, David Rasmussen, Anne Rowe, Patricia Russo, Jack Saltiel, Alvin Stauber, Jack Taylor, George Weaver, Gladye Whitney, William Young.

Alternates Gerald O'Conner (Social Work), R. Taschian (Business) were present.

II. Approval of the Minutes

The minutes of March 16, 1983, were approved as circulated.

III. Approval of the Agenda

The agenda for today's meeting was approved as circulated.

IV. Report of the Steering Committee, Jayne Alley

"Earlier this year, the Senate Steering Committee established an ad hoc sub-committee on constitutional revision with Alan Mabe as chairperson. This committee has submitted an outstandingly thorough report which identifies constitutional inconsistencies and unclear procedures. The committee will continue its work this summer and draft revised constitutional language for Senate approval in the fall. In addition, in response to issues raised in resolution of the Wynot case, the Steering Committee has asked that the sub-committee continue analyzing the constitution's language on tenure procedures and has asked that procedures for termination of faculty be specifically addressed.

Also early in the fall, the Senate Steering Committee asked the Faculty Professional Relation and Welfare Committee to address academic issues relevant to student athletes. President Bernie Sliger has recently appointed a committee on the student athlete which includes:

- | | |
|---------------------|-----------------------------|
| Dr. Jim Hayes | Dr. Dave Rasmussen |
| Dr. Dan Montgomery | Dr. Dan Boroto |
| Ms. Sherrill Ragans | Dr. Bob Singer |
| Dr. Leo Sandon | Dr. Coramae Mann |
| Mr. Andy Miller | Dr. Steve Rollin |
| Mr. Bob Connors | Dr. Jim Jones |
| Mr. Bob Goin | Mr. Matt Maynor (Student) |
| Ms. Barbara Palmer | Ms. Denee Gardner (Student) |
| | Mr. Elijah Smiley (Student) |

Since there are two groups studying the same issue, the Steering Committee has requested Leo Sandon, chairperson of this group, and Carolyn Steele, chairperson of the Faculty Professional Relations and Welfare Committee to coordinate their efforts in studying this problem.

The Senate Steering Committee wishes to announce that the BOR approved the FSU Alternative Plan to implement the Gordon Rule at its meeting on March 31, 1983, but amended the plan to increase the total words required at FSU from 24,000 to 28,000.

The FSU personnel office is conducting a survey to ascertain faculty/staff interest in a sick leave pool. Faculty are encouraged to respond to the questionnaire and express a preference on this issue."

V. Reports of standing committees

1. Undergraduate Policy Committee, David Ammerman

Dr. Ammerman reported that the increase of 4,000 words from the Board of Regents has been distributed as follows: English will add 1,000 words, History will add 2,000 words and Humanities will add 333 1/3 words in each of 3 classes.

Mr. Kreimer made the following statement:

"Thank you Dave and your committee for all the hard work you have done this past year. The alternative plan which this University submitted to the Board of Regents is an excellent plan, because it is based on our concern for the ideas to which the student is to give written expression. We have sought not to sacrifice the study of humanistic values in order to provide more drill in writing skills. We do not accept the definition of an English course as one in which the student produces 6,000 written words, and we continue to believe that through study in the general area of humanities, the student is challenged to reflect upon the quality of life. Unfortunately, it does not appear that this has been understood by those who govern the State University System. Surely our plan has not been strengthened by requiring that 4,000 more words be written. I suspect that matters very little."

2. Budget Advisory Committee, Steve Edwards for Gregory Choppin

"During the present academic year, the Budget Committee met a number of times with Vice-President Turnbull to discuss the budgetary crises of this year. On all occasions the Vice-President discussed the budgetary problems and the possible solutions with us in a candid and open fashion. The last meeting with Vice-President Turnbull was held on April 11, primarily to review the decisions announced on the means of ensuring that funds available at the end of the year will be sufficient to cover accrued expenditures.

The Administration is reviewing the unencumbered funds of all of the units in the University to ascertain the amounts of money available and required to meet the needs until June 30. Part of this evaluation is to assess if any of these monies can be used to help the Library or to reduce the SRAD levy. The committee asked about recommendations concerning this process that it had made in a previous meeting, particularly with respect to increasing the contribution from the Athletic Department. We were informed that the Athletic Department had indicated that the \$200,000 contribution represented all that they could contribute this year. In connection with this, we were informed that the Administration is attempting to establish new budget procedures for the Athletic Department that should clarify the exact status of that budget.

Since the crises of this year have depleted all the sources that the Administration could call upon for reserve monies, it will be necessary next year to develop some reserve. This will not be easy nor comfortable since next year's budget may be less than adequate for all the needs of the units of the University. At the same time there will be an attempt by the Administration to realign and reassert priorities within the University. The Vice-President also discussed plans to better the control and reporting of financial data to various units of the University. The hope is to have a balanced and controlled budget for the next fiscal year. A removal of the present freeze on expenditures, hires, etc., will occur as rapidly and as orderly as feasible within the constraints of this "balanced and controlled" budget.

The Vice-President reaffirmed that the Library remains the number one priority for the use of any available monies not needed to meet the needs of the rest of the fiscal year. Reducing the impact of these problems on SRAD budgets is also a priority.

The Vice-President also reported that he had been part of a discussion by conference call with the Chancellor and other academic Vice-Presidents. The purpose of the call was to discuss a request from the Governor's Office as to how and how much would be required to bring Florida University education into a "world class" situation."

3. Professional Relations and Welfare Committee, Steve Edwards for
Carolyn Steele, Chairman

"This committee has met on a fairly regular basis throughout the year and has given consideration to a rather wide range of issues. Included were off-campus programs as related to faculty rights and responsibilities; Dr. Mary Pankowski met with us in specific reference to the Panama City campus. Issues pertinent to fraudulent use of student ID cards (test taking cases and so forth) were addressed by the committee and we were able to meet with Mr. Max Carraway, Registrar and Mr. Ray Frost for details on these problems. The committee has supported the instigation of a system whereby two ID's are made for each student, one to be issued to the student and the other to remain in a master file to be checked in questionable instances.

The major issue brought to the committee concerned the matter of academics and athletics, and whether this particular committee wished to involve itself with an active exploration of the concerns recently identified. While we have given considerable attention to this issue throughout the year, the committee (in a meeting on April 15, 1983) strongly supports the ad hoc committee appointed by President Sliger, and chaired by Professor Leo Sandon, to examine the pertinent matters. It is the commitment of the Faculty Professional Relations and Welfare Committee to coordinate our efforts in this area with those of the Sandon committee in hopes of avoiding duplication of efforts.

The final meeting of the regular academic year involved Dr. Daisy Flory's coming to discuss the situation/use of adjunct faculty at FSU. The committee was satisfied with the current use of adjuncts at FSU, but reiterated our concern that our University not move to a situation where adjuncts carry the major responsibility for teaching assignments.

Thank you for this opportunity to report on the Faculty Professional Relations and Welfare Committee's work."

VI. Response of the President of the University to previous Senate action

President Sliger reported that the Budget Committee had identified problem areas and the transfer of allocations from the Athletic Department and the selling of unrestricted properties was underway. Dr. Sliger also stated that he had given Professor Sandon's committee a free hand to do whatever is necessary to clear up any concerns about the athletic/academic procedures. Dr. Sliger expressed his appreciation to the Senate, even though it had not been a particularly fun year for them. He announced the accomplishments of recent awards received by professors and former students.

VII. New Business

The following resolution was presented by Wayne Minnick:

"Unless the Faculty Senate specified otherwise, the effective date for any action taken by the Faculty Senate shall be the beginning of the next academic term."

After discussion, Martin Roeder amended the resolution to read "Unless.... academic year." The amendment was seconded and passed. After further discussion, the motion was passed as amended.

VIII. Adjournment

The meeting adjourned at 4:20 p.m.

The committee held an organizational meeting on September 7, 1982, and I was elected chairman on September 23.

At its regular monthly meetings (and at a number of extra sessions), the committee took the following action on curricular proposals submitted during the past school year:

- it approved the core courses for the new Engineering Institute;
- it approved 32 proposals for new courses;
- it approved the deletion of 3 courses;
- it approved 31 proposals for changes in course titles, credit hours, grading procedures, and repeat codes; and
- it referred one proposal to the Graduate Policy Committee, since the issue involved (a change in thesis hour credit) falls within the purview of that committee.

(I might add that in numerous cases, we approved proposals only after obtaining clarifications and additional information from departments. Quite often, that meant hearing testimony from departmental representatives.)

At its last meeting, the committee voted to revise the curricular request form that must accompany all course proposals. The new form will pull together information that presently appears in three or four different places, and should result in less paperwork for the departments and in more efficient reviews by the committee.

The committee will hold what we think will be its final meeting of the school year next Thursday."

b. Student Academic Relations, Heinz Luebkekmann

"The charge for this committee is to hear appeals from students who think that decisions about their academic work have been made improperly or unprofessionally in colleges or schools.

The committee members are Stewart Brown (Business), James Gapinski (Economics), Merrill Hintikka (Philosophy), Walter Moore (Religion) and Heinz Luebkekmann (Education).

As there were no student appeals brought to this committee, we wish to congratulate the faculty for observing student rights and the due process outlined in our procedures."

Faculty Senate Minutes
Moore Auditorium
April 20, 1983

I. Regular Session

The 1983-84 Faculty Senate met in regular session on Wednesday, April 20, 1983 at 4:20 p.m. in Moore Auditorium. As this was an organizational meeting, Fred Kreimer presided.

The following members were absent: Craig Adcock, Burton Atkins, Jay Baker, James Bowman, Amy Brown, Edwin Cook, Maria DeBaroncelli, Steve Goodman, William Heard, Kurt Hofer, Donald Howard, Robert Kalin, Gary Kleck, Curtis Krishef, Robert Marshall, Clyde Maurice, Elisabeth Muhlenfeld, James Orcutt, Jon Piersol, Leslie Robison, Richard RuBino, Patricia Russo, Jack Saltiel, William Snyder, Jack Taylor, Walter Taylor, Allan Tucker, Glayde Whitney, Perrin Wright, William Young.

Alternates Alexander Bassin (Criminology), John Degen (Theatre), Gerald O'Connor (Social Work), Roobina Tashchian (Business) and Leslie Wilson (Modern Languages) were present.

II. Election of President of the Faculty Senate, Douglass Seaton

Douglass Seaton announced that because of the necessity of a run-off ballot for the Professional Relations and Welfare and Grievance Committees, the list of members elected to these committees will be printed in the April minutes.

Nominations were taken from the floor for the office of President of the Faculty Senate. Nominated were Marie Cowart, Steve Edwards and Fred Standley. On the first ballot a majority of votes was not received. The chair ruled not to reveal the number of votes each candidate received. Mr. Ammerman successfully appealed the ruling of the chair. Drs. Cowart and Standley had received 19 votes each and Dr. Edwards had received 37 votes. On the second ballot Dr. Steve Edwards received a majority of the votes and was elected as Faculty Senate President.

Nominated by ballot for the Steering Committee were Clifford Madsen, Steve Edwards, Merrill Hintikka, Wayne Minnick, Fred Standley, Ross Heck, Norejane Hendrickson and Steve Rollin. Nominees from the floor were Paul Beck, Fred Leysieffer and Fred Kreimer. Steve Edwards' name was removed as he was elected President of the Senate. On the second ballot Clifford Madsen and Fred Kreimer were elected. A run-off was necessary between Merrill Hintikka and Ross Heck and Merrill Hintikka received a majority of votes.

III. Reports of Committees and Informational Reports

a. University Curriculum Committee, Gordon Brossell

"The University Curriculum Committee is composed of the following faculty members: Michael Corzine (Music), Nancy DeGrummond (Classics), Fred Leysieffer (Statistics), Alan Mabe (Philosophy), Ed Mellon (Chemistry), Charles Nam (Institute for Social Research), Anne Rowe (English), Larry Schendel (Audio-logy and Speech Pathology), Al Stauber (Business) and Gordon Brossell (Education).

c. Graduate Policy Committee

"The Graduate Policy Council met regularly this year and reinstated the doctoral review process. Ten ad hoc subcommittees were appointed and reviews completed on the following programs: Chemistry, Elementary/Early Childhood Education, English Education, Geophysical Fluid Dynamics Institute, History, and Physics. Completion of reviews are still pending on the programs in Educational Administration, Library Science, Physical Education, and Political Science. It is expected that by mid-summer all reviews will be completed and ad hoc subcommittee members identified for reviews in 1983-84. The Graduate Policy Council is very appreciative of the extensive time and service involved in the review process and wishes to thank each faculty person who participated this year."

d. Business Services - Textbook Procedures, John Graves

TEXTBOOK PROCEDURES

The University Bookstore is charged with the responsibility of providing required textbooks and related supplemental material for students. The Bookstore is one of three sections of the University Stores operation, which, as an auxiliary, is required to be financially self-supporting.

From a retail operation viewpoint, the Bookstore is unique in that we neither select our products nor have a choice of suppliers. We do not establish selling prices and cannot expand or redefine our market. The typical textbook provides a 20% margin from which we must pay salaries of approximately 16%, 2.5% for freight and an auxiliary overhead assessment of 4.75% in addition to other overhead costs. This, of course, means that the supplementary material and non-textbook related items must subsidize the textbook operation. In an effort to alleviate this problem and at the same time provide textbooks at a lower price, we place great emphasis on acquiring used textbooks. These not only provide a 25% savings to the students but also increase our gross margin from 20% to 33-1/3%.

The most frequent comments received about Bookstore operations relate to high book prices and out-of-stocks. As mentioned earlier, we do not establish retail prices for the typical textbook. For those few publishers who use net pricing rather than a 20% discount approach, we have established selling prices at a 25% margin which provides for a breakeven price structure. Order quantities and inventory levels are the most crucial factors in bookstore operations. Insufficient inventory means that the books will not be available while excessive inventory is the most common cause of financial failure for university bookstores. The following describes our textbook ordering procedures and provides statistical data and financial information:

Textbook requisitions are sent to faculty well in advance of each term so as to provide maximum lead time for locating used texts and the normal ordering processes. Early ordering also reduces problems with publishers such as out-of-stocks, out-of-prints and the filling of orders from other colleges and universities at the same time.

The key to successful bookstore operations is the order quantity. The major variable factors affecting final order quantities are:

- o Estimated class enrollment by professor
- o Historical class enrollment figures
- o Early registration class enrollment
- o Off-campus competition
- o Estimated quantity which will be purchased from students
- o New editions
- o Unsold textbook return policies of publishers

For the 1983 Spring Semester, we were requested to supply 2,329 different titles. We found it necessary to reorder 87 titles. Of these, 46 were required because of greater than projected enrollment and 41 were because of under-ordering. In addition, we returned unneeded books to publishers at a cost of \$32,000. It should be noted that approximately 2% of textbook requisitions were not received by the bookstore until after classes began.

The major problems we encounter in meeting our responsibilities are:

- o Late textbook requisitions from faculty
- o Changes in editions
- o Class cancellations
- o Texts requiring payment in advance

The Bookstore mails several memos to faculty each term explaining textbook processes and providing due dates. Support of our requests will mean better service to students.

The Bookstore extends its operating hours at the beginning of each term so as to accommodate the buying rush and to be available for those working students who cannot purchase their books during normal business hours.

We are always receptive to suggestions on how improvements can be made. Comments or questions should be directed to Mr. Doug Robinson, University Stores General Manager, or Mr. John Graves, Director of University Business Services.

IV. Election Results

The following is a list of current and newly elected members of committees.

Senate Steering Committee

Jayne Alley, 1984
David Ammerman, 1984
Steve Edwards, chairman
Merrill Hintikka, 1985
Fred Kreimer, 1985
Clifford Madsen, 1985
Patricia Martin, 1984
John Simmons, 1984

Jayne Alley, 1984
Fanchon Funk, 1984
Patricia Martin, 1984
Charles Rockwood, 1984
Robert Short, 1984
Heinz Luebkeermann, 1985
Margaret Menzel, 1985
Barbara C. Palmer, 1985
Joseph Plescia, 1985

Grievance Committee

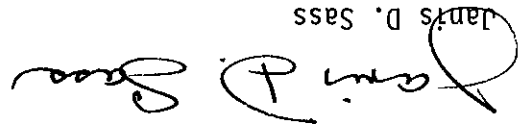
Penny Gilmer, A&S, 1984
Janice Hartwell, Vis Arts, 1984
John Larson, Law, 1984
Elizabeth Mann, Lib Sci, 1984
Robert Marshall, Business, 1984
Ralph McWilliams, A&S, 1984
Greg Pfifer, Communication, 1984
Stuart Baker, Theatre, 1985
Carolyn Bridger, Music, 1985
Steve Edwards, A&S, 1985
Jean Hales, A&S, 1985
Ross Heck, Business, 1985
Tonya Toole, Education, 1985
Gordon Waldo, Criminology, 1985
Carol Darling, Home Ec, 1986
David Darst, A&S, 1986
Melissa Hardy, Soc Sci, 1986
Hal Rainey, Soc Sci, 1986
Marjorie Sparkman, Nursing, 1986
Carolyn Steele, Soc Work, 1986
Wallace Woodard, Education, 1986

Jayne Alley, Music, 1984
Pamela Coates, Business, 1984 (Replaced Gary Rollins)
John DePew, Library Science, 1984
Steve Goldstein, Law, 1984
Bruno Linder, A&S, 1984
Laurel Schendel, Communication, 1984
Maurice Vance, A&S, 1984
Alexander Bassin, Criminology, 1985
John Carey, A&S, 1985
Betty Clifford, Vis Arts, 1985
John Kerr, Business, 1985
Kent Miller, A&S, 1985
Kathy Scott, Education, 1985
Donald Stowell, Theatre, 1985
Patricia Dean, Nursing, 1986
William Heard, A&S, 1986
Heinz Luebkeermann, Education, 1986
Jim Orcutt, Soc Sci, 1986
Ruth Pestle, Home Ec, 1986
Betty Piccard, Soc Work, 1986
Charles Rockwood, Soc Sci, 1986

University Committee on Faculty Sabbaticals

V. Adjournment

The meeting adjourned at 5:15 p.m.



Janet D. Sass
Secretary to the Faculty Senate