



The Florida State University  
Tallahassee, Florida 32306

Faculty Senate



*Book*

AGENDA  
MEETING OF THE FACULTY SENATE  
Moore Auditorium  
November 14, 1984  
3:45 p.m.

- I. Approval of the minutes of the meeting of October 17, 1984
- II. Approval of the agenda for the meeting of November 14, 1984
- III. Report of the Steering Committee, Merrill B. Hintikka
- IV. Special order
  - a. Remarks by the Student Body President Tyron Brown
- V. Reports of Standing Committees
  - a. Undergraduate Policy Committee, Joe Icerman
  - b. Graduate Policy Committee, William Marzluff
  - c. Curriculum Committee, Fred Leysieffer
  - d. Budget Advisory Committee, Marie Cowart
  - e. Professional Relations and Welfare Committee, David Darst
- ( ) VI. New Business
- VII. University Welfare
- VIII. Announcements of Deans and other administrative officers
  - a. Paul Elliott, Director of the Computer Assisted Advising Development Project
- IX. Announcements of the President of the University

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ANNOUNCEMENT: The College of Law and the University Club will host the University Club Social immediately following the Senate meeting in the Law Library. There will be a charge of \$1.50 to help defray expenses.



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FACULTY SENATE MINUTES  
Moore Auditorium  
November 14, 1984

I. Regular Session

The 1984-85 Faculty Senate met in regular session on Wednesday, November 14, 1984, at 3:45 p.m. in Moore Auditorium. Mr. Fred Kreimer, Senate President presided.

The following members were absent. Alternates who were present are listed in parenthesis following the member they represent. D. Abood, D. Ammerman, B. Atkins, J. Baker, D. Beaty, N. Betten, J. Bowman, J. Brigham, J. Carey, A. Clarke, P. Dean, T. Denmark, J. Fenstermaker, J. Gorman, B. Grindal, E. Haymes, Norejane Hendrickson (Carol Darling), K. Hofer, D. Howard, G. Kleck, S. Klees, A. Krothapalli, W. Laird, A. Lang, C. Lilly, J. Orcutt (Al Imershein), U. Ozanne (Tim Matherly), W. Pelham, J. Piersol, R. Reiser, D. Robinson, S. Rollin, P. Russo, J. Simmons, K. Singh, W. Snyder, F. Standley, J. Standley, A. Tucker, H. Van Wart.

II. Approval of the minutes

The minutes of the October meeting had not been received from the printer therefore, no action could be taken.

( ) III. Approval of the agenda

The agenda was approved as circulated.

IV. Report of the Steering Committee, Merrill B. Hintikka

"In the time since the October meeting of the Senate, the Steering Committee met with President Sliger. We discussed common concerns about the parking situation on campus; the Student Senate has passed a resolution expressing student concerns, and there is apparently a proposal in the works from the University of Florida to borrow state funds to construct a parking garage. The possibility that FSU might be able to design a viable similar proposal is under investigation. We also discussed the space which will be available in the new Union for faculty use; President Sliger has been able to set some funds aside for this space, and the Dean of the Faculties will be coordinating plans.

The Steering Committee also met with the Executive Council. We discussed faculty concerns over the times announced for the holiday shutdown, given that the week following exams is a time when many faculty members would be working in their offices. Subsequent to this discussion, Vice President Hodge arranged a meeting of an ad hoc group of faculty, career service and A&P personnel. You will soon receive a memorandum indicating that University buildings will remain open through 4:30 p.m. on Wednesday, December 19; career service personnel who wish to will be allowed to begin annual leave on Monday morning, December 17. After the first of the year, a survey of actual use of University buildings between Monday morning

(12/17) and Wednesday afternoon (12/19) will be conducted to assist in future planning. We also discussed with the Executive Council mutual interests for the upcoming legislative agenda. These included authorization for a semi-monthly payroll, block tuition, impact money or other compensation for courses taken in SUS institutions by state employees, and revisiting sections in the 1984 Omnibus Education Act which affect our ability to work with entering students who lack adequate preparation for university work. The Steering Committee raised concerns arising from anecdotal evidence over student dissatisfaction with the quality of instruction and especially our concerns over students attributing what they identify as inadequate teaching to faculty research and scholarly activities. We discussed activities aimed at increasing the awareness by various influential state and local leaders of activities at FSU and their value, and heard a summary of major recommendations by a consultant to University Relations. The Steering Committee raised the issue of the desirability of having some structural procedures for evaluating administrators. And we discussed the problem of non-competitive salaries for career service and A&P personnel; there is currently a BOR study of this problem underway.

We met with Paul Elliott to discuss plans and progress on the Computer Assisted Advising Project; Dr. Elliott will present a report to you later in this meeting.

The Steering Committee has discussed a variety of ways in which the Forward Tallahassee group might be helped to understand the importance of the contributions of FSU, FAMU, TCC, and Lively Voc-Tech to their efforts. An invitation has been extended to Howard Pardue, Carol Bellamy and Ken Van Assenderp of Forward Tallahassee to give us information at our December meeting concerning ways in which they hope to enlist our assistance.

Undergraduate Policy Committee has selected Joe Icerman (Accounting) to replace Elisabeth Muhlenfeld as its chair."

- V. Reports of Standing Committees
- a. Undergraduate Policy Committee, Joe Icerman  
No report was given at today's meeting.
  - b. Graduate Policy Committee, William Marzluff  
No report was given at today's meeting.
  - c. Curriculum Committee, Fred Leysieffer  
The Curriculum Committee reported on four areas in which they are working.
    - (1) The Committee continues to review requests for course changes and new courses.
    - (2) In order for the Committee to carry out its responsibilities in a knowledgeable manner and help departments, a memorandum will be sent shortly to all deans and department chairmen which outlines procedures for submitting course requests.
    - (3) The Committee has familiarized itself with the assigned

self-study recommendations. The Committee will take action and make a more in-depth report after further study.

- (4) Course proliferation continues to be a problem. Early in the summer an effort to purge courses that had not been offered in three years resulted in only a 20% reduction in these courses. The Committee is cognizant of changes and developments in academic departments, but there should be a sterner attitude toward purging courses and a lenient policy toward reinstating a course when a valid, justifiable reason is provided.

d. Budget Advisory Committee, Marie Cowart

"The Senate Budget Advisory Committee has no specific recommendations to bring to the Senate today although there are two items that the Committee would like to bring to your attention.

First, from the University Self-Study report, a recommendation was made to conduct a University-wide evaluation of scholarship programs in order to assess priorities and the need for change. An Ad Hoc University Committee on Scholarship Programs has been appointed and is chaired by Senate President Fred Kreimer. This Committee's progress will be monitored by the Senate Budget Advisory Committee and recommendations will be made at the appropriate time.

The second item is related to the manner in which funding allocations are made to the University. In preparing to address this complex issue, the Budget Advisory Committee will be meeting with the Executive Council next week when it will receive a thorough review of the University's budget. Later in the month the Budget Committee will attend a workshop conducted by Grady Rea, Director of Budget and Analysis. After gaining some background in the University budget system, the Committee will be better able to analyze funding formulas with respect to their impact on the academic programs of the University. The Committee's goal will be to make recommendations related to differential funding based on the missions of the SUS institutions since funding based solely on FTEs is contrary to improving quality."

- e. Professional Relations and Welfare Committee, David Darst  
No report was given at today's meeting.

Mr. Kreimer stated that committees are going to have to delv to find feasible ways to handle these recommendations. The recommendations are clearly a good idea. It's good that the committees are not rushing to find solutions.

VI. Special Order

a. Remarks by the Student Body President, Tyron Brown

Mr. Brown addressed the Senate on three (3) issues of concern.

(1) The passing of the +/- grading system is a great deed done for the students. There is better delineation of grades. Any change takes time to fall into place and this is no exception. Please carry this message back to your colleagues so that the success of this system can be more quickly seen.

(2) The first academic advising hearing will be held at 9:00 a.m., November 28 in Senate chambers. Dr. Turnbull will be there to represent Florida State University. Some funds are being made available.

There is a service available on campus called "Students Helping Students". A freshman or sophomore is paired with a junior or senior for peer counseling. If you know of a student who could benefit from this service have him/her call the Student Union.

(3) Parking is not only a student problem here but throughout the SUS. Implementing the compact car parking spaces will provide some improvement this year. An increase of available spaces will be apparent when this is completed campus-wide.

VII. New Business

There are no items scheduled today under new business.

VIII. University Welfare

Mr. Martin Roeder asked when the paving of the lower lot of the Hecht House could be expected to begin. Mr. Kreimer will bring this up at one of the meetings scheduled with representatives from Administrative Affairs.

IX. Announcements of Deans and other administrative officers

a. Paul Elliott, Director of the Computer Assisted Advising Development Project

Mr. Elliott gave the following report on Computer Assisted Advising. In closing he announced the need for a co-director for this project. Anyone interested in working to develop and implement this project should contact Paul Elliott at 644-6507, 101 CON. Dr. Turnbull has stated that this co-director will receive a summer salary for his/her contributions.

FLORIDA STATE UNIVERSITY  
AUTOMATED DEGREE AUDIT/COMPUTER ASSISTED ADVISING SYSTEM

Disclaimer: This brief overview of a typical automated degree audit/computer assisted advising program is a melange taken from a number of successful programs at large universities across the country, particularly Brigham Young University. Since the FSU project is just now under development, this description should not be read as a Florida State plan. It is likely that many of these elements will be used in our system, as well as some unique components appropriate to our campus and developed in response to the needs of our users - the faculty, students, and administrative offices of Florida State University.

I. Basic Operation

In its most elemental form, a CAA system applies the academic record of a given student across the requirements of the degree program selected by that student, listing by difference the remaining courses and credit hours required for that degree. The degree requirements are those existing at the student's date of entry into the major, adjusted by any individual requirements, waivers, or substitutions approved by the appropriate Dean. Since degree curricula can be fully individualized, the system can be utilized for both graduate and undergraduate levels.

The information available through CAA can be accessed in an on-line capability, but is primarily developed through a batch printing process. At Brigham Young, the CAA printout is equivalent to the FSU Enrollment Verification Report.

II. Information Delivery

This printout, available to the student, the faculty advisor, and the office of the appropriate Dean, carries much useful information, including the following:

1. A record of all credits earned, transferred, or by examination; and application of those credits against the appropriate degree requirements, whether liberal arts, college, major, minor, or preprofessional.
2. A record of all degree requirements as well as approved changes in requirements, individual waivers, and course substitutions.
3. A listing of remaining course requirements, in recommended sequence of completion where appropriate. Also shown are specific grade requirements for any given course, e.g. Gordon Rule courses, or courses in the major.
4. A verification of current enrollment. Courses in progress are indicated by asterisk in the list of remaining degree requirements so the student can compare current enrollment against remaining work.

Although an enrollment planning system using a CAA data base rather than a demand loop data base can result in simplified and less expensive registration procedures, no system can alter the fact that we are funded for too few course sections, and that our students will still find it difficult to obtain the specific courses needed at the precise time needed. However, since via telephone registration students would determine their own schedule, we would avoid the negative feelings associated with computer generated schedules which the students perceive to be beyond their control.

V. Development Sequence

- A. Establishment of Development Office and staff; October, 1984
- B. Appointment of CAA-Development Policy Council; November, 1984
- C. Appointment of CAA Working Group; November, 1984.
- D. Establishment of development goals:
  - 1. Project Outline/Goals
  - 2. Development Calendar
  - 3. 1985 & 1986 Budget Planning
  - 4. Selection of Pilot Programs
  - 5. System Design Concepts
  - 6. Reporting and Evaluation

VI. Proposed Presentations on CAA Project

- A. Faculty Senate Steering Committee (October 23)
- B. Faculty Senate
- C. Council of Deans
- D. Executive Council
- E. Student Affairs Staff and Directors (November 14)
- F. Student Senate/Student Government (November 7)
- G. College of Business Faculty/Staff
- H. Basic Studies Staff and Faculty Advisors
- I. D.P. Staff and Registration/Records Staff (November 6,7)
- J. University Relations and Media Relations as well as Hodge's staff as interested

VII. Proposed Committees

- A. CAA Working Group:
  - Director, Records and Registration
  - Director, Academic Systems Group
  - Analyst, Academic Systems Group
  - Director, CAA Development Project
  - Codirector, CAA Development Project
  - Dean Undergraduate Studies (Liberal Arts)
  - Representative, College of Business (Pilot)
  - Representative, School of Music (Pilot)
- B. CAA Development Policy Council:
  - One representative of each school or college
  - Dean, Undergraduate Studies

Associate Dean, Graduate Studies  
Director, CAA Development Project  
Codirector, CAA Development Project  
Director, Academic Systems  
Director, Records and Registration  
Representative, Faculty Senate Steering Committee  
Director, Orientation Office  
Director, CGIS  
Representative, NWRDC  
5 students (e.g. Students Helping Students; Student  
Government; at least one student from each pilot program.)

VIII. Long Range Concerns

- A. Faculty responsibility and control of CAA development.
- B. Data and terminal security in a decentralized system.
- C. Continuing user input (faculty, student, administrator) to implementation and evolution of the system.
- D. Analysis of cost of development, implementation, and operation of a CAA system.
- E. Concerns that the system will subsequently limit or control curriculum flexibility and change.
- F. Impact on NWRDC capacity and planning
- G. Impact on fee verification system
- H. School/college hardware needs (terminal support and printers)
- I. Continuing DP staff requirements for system maintenance and enhancements
- J. Standardization of APRD system for all users (Records/Registration, Undergraduate Admissions, International Admissions, College Programs).
- K. School & College staffing requirements

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X. Announcements of the President of the University

Vice President Turnbull announced that President Sliger had not returned from Denver and there were no announcements for today's meeting.

XI. Adjournment

The meeting adjourned at 4:55 p.m.



Janis D. Sass  
Secretary to the Faculty

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DEAN OF FACULTIES-PROF  
VP-ACADEMIC AFFAIRS  
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