



MINUTES  
FACULTY SENATE MEETING  
OCTOBER 17, 2007  
DODD HALL AUDITORIUM  
3:35 P.M.

I. **Regular Session**

The regular session of the 2007-08 Faculty Senate was held on Wednesday, October 17, 2007. Faculty Senate President Jayne Standley presided.

**The following members attended the Senate meeting:**

J. Ahlquist, C. Alamo, M. Allen, I. Audirac, T. Baker, S. Beckman, S. Bellenot, G. Blakely, R. Blaufarb, P. Bowen, B. Bower, J. Bowers, R. Bruschweiler, G. Burnett, J. Cao, E. Chicken, J. Clendinning, E. Cormier, L. deHaven-Smith, J. Dorsey, I. Eberstein, J. Fiorito, S. Fiorito, A. Gaiser, K. Gelabert, P. Gilmer, W. Hochwarter, L. Hogan, P. Iatarola, L. Keller, A. Kercheval, B. Landing, W. Leparulo, S. Lewis, D. Lick, S Losh, C. Madsen, T. Matherly, N. Mazza, V. Mesev, M. Mondello, R. Morris, A. Mullis, R. Radach, D. Rice, R. Schwartz, L. Shepherd, J. Sickinger, J. Standley, O. Steinbock, E. Trowers, G. Tyson, E. Walker, Y. Wang, M. Wasko, C. Weissert, W. Weissert, C. Wiebe, P. Young.

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

T. Adams, P. Aluffi, K. Apel, G. Bates, P. Beerli, D. Cartes, J. Cobbe, V. Costa (**J. Leiber**), F. Davis, B. Diskin, J. Dodge, L. Edwards, K. Erndl, M. Frank, J. Gathegi, J. Geringer, C. Greek, J. Hellweg, T. Haupt, G. Knight, T. Lee, C. Luongo, C. McCann, W. Mio, D. Moore (**A. Epstein**), K. Myers, R. Neuman, J. O'Rourke, A. Payer, R. Pekurny, V. Richard Auzenne, R. Roberts, F. Rodriguez, H. Schmidt, J. Scholz, J. Turner, C. Upchurch, P. Ward, N. Warren, T. Welsh (**D. Hale**), S. Wood.

II. **Approval of the Minutes**

The minutes of the September 19, 2007 meeting were approved as distributed.

III. **Approval of the Agenda**

The agenda was approved as distributed.

**IV. Report of the Steering Committee, E. Walker**

Since our September Senate meeting, the steering committee has met three times and also held our monthly meeting with the Provost on October 11, when the President was out of town. We were scheduled to meet yesterday with the Provost and other key parties such as the Dean of Undergraduate Studies and the Registrar to discuss the winter term proposal; that meeting had to be cancelled for the funeral of President Sliger and has been rescheduled for next week.

Topics of discussion have included the winter term proposal, the Academic Honor Policy investigation in the athletic department, the impact on the budget of the current special session legislative actions, and the ongoing strategic planning process chaired by Vice President Bradley. We invited the Foundation president, Charles Rasberry, to speak with us about his feedback from alumni in preparation for the new fundraising campaign. Because alumni expressed to him some measure of regret that their education had not always stretched them as much as possible, the steering committee has asked the Undergraduate Policy Committee to explore mechanisms by which we can renew attention to the opportunities and challenges that we provide our undergraduate students.

Upon recommendation of the Graduate Policy Committee and the Dean of Graduate Studies, the Steering committee approved the following written definition of full-time enrollment status for graduate students: "Full time enrollment is 9 to 12 credit hours per semester as is appropriate for the discipline and the student." This has been university policy in practice but has not been part of the written policy record, where it is needed.

I need to add a point of clarification to the September steering committee report. The new required remedial course proposed by the Dean of Undergraduate Studies for academically at-risk second-term students was given a two-year provisional approval by the Steering Committee in August. Final approval is of course the jurisdiction of the Senate, upon recommendation by the University Curriculum committee.

Later in today's agenda, you will be voting on bylaws amendments which were put before you at the September meeting. These amendments propose deleting several standing committees. The Steering Committee recommends that we amend the proposed amendment to delete the proposal to delete the Distance Learning Committee. In other words, the Steering committee now recommends that we retain the Distance Learning Committee as a standing committee.

This concludes the report of the steering committee.

**V. Report of Standing Committees**

There were no reports of standing committees.

**VI. Special Order: Federal Educational Rights and Privacy Act (FERPA), K. Barber**

First off I'd like to thank the Faculty Senate for allowing me to come and speak with you all this afternoon on FERPA. For those of you who aren't aware of FERPA, and I hope there's not one of you in this room who isn't aware of it, or at least will not admit to it, you may know it under the Buckley Amendment, and this is the federal law passed in 1974 that protects students' privacy and their academic records and the interaction they have with you as faculty members. One of the things that we have done over this last year is a series of training presentations for the academic units and the colleges and I want to thank those of you who have asked us to come into your individual units and speak with your faculty and staff. It's helpful to us in the Registrar's Office to hear the different situations and challenges that you are facing and it's been reassuring to us to know that we are actually getting the message out to you all.

One of the things we did last year is I went and spoke with the Faculty Senate Steering Committee on the issue of student records and the need to educate the campus in a much more cohesive fashion about what information can and cannot be released and strategies for handling different situations that you might find yourself in, either with a parent, perhaps with media request, perhaps with outside requests from employers or honor societies, or people wishing to offer scholarships. There's a variety of things that you all face on a day-to-day basis. And the Steering Committee gave us some good information. One of the things that I want to show you today is that we have created a website for the university and the purpose of this website is to provide an online resource for you to consult if you have questions about FERPA, what it is, what's covered, what's not covered. Also we're going to load case examples that are coming up specific to certain disciplines, I know that was a discussion that we had with the Steering Committee, there are certain issues relevant to theatre or music or math or sciences that each of you may not face in your areas but illustrate some of the nuances of FERPA. So if you go to the Registrar's website, under the Faculty and Staff Link, the first thing under News and Notes is "FERPA Information for Faculty and Staff." We have created an entire site here that summarizes and condenses the federal law so that you don't have to read all of that. We've tailored it somewhat to FSU. We give you definitions of who's protected, what's protected, what's considered an educational record, what's not considered an

educational record, when it can go from one thing to the other. Basically, off of this the biggest thing I'd like to point out for you all is that there are only a few items about a student that can be released to the public, whether that's the media, parent or anyone else. And if you ever have a question about what you can release, what you want to do is go to this website and if it's listed here as direct information you can give that information assuming the student does not have a privacy flag on their database. For those of you who use the picture class rosters, there is a color key that shows up on those that says privacy protected. If you're looking at the green screens in Northwest, for those of you who have that type of access, there's a screen that says "Do not release. Privacy protected." Addresses, names, honor societies, sports or official university clubs that they are affiliated with all can be released but we cannot release email addresses. Those of you might be faculty advisors to clubs or societies or sororities or things like that, we consistently get requests for email lists of all incoming freshmen. We can provide that by giving that to the Dean of Students and letting them send out the email, but in terms of giving it to your fraternity, sorority, whoever it is that you're working with, because it is protected information we cannot release that outside the university. We understand what you're trying to do and we try to work creatively to stay within the boundaries of the law, but do be aware that there are some limits and that we might have to come back and say that we're sorry, but we cannot release that information for the purposes that you intend to use it for. We're not trying to be sticks in the mud, we're just trying to comply with federal law and protect students' privacy.

One of the things that I'd like to thank each of you for is, for those of you who are in academic units who have called us, as we have done our training, as we have gone out and talked about FERPA, I am continually amazed at the phone calls that come in to me from TA's, APPS, Dean's offices, program coordinators, so those of you that have been in the various meetings where I've talked about FERPA, I really do appreciate the fact that you've taken this message back to your units because they are calling us and we're hoping to work through all of these. We don't expect you all to be FERPA experts, but anything that you all could do as faculty senators to carry this back to your units we really do appreciate and we really do enjoy helping the units work through their various issues. So if there's any questions about FERPA I'd be happy to address them.

\*What is classification?

Classification simply means are they junior, senior, freshman, degree seeking, non-degree-seeking, etc.

\*Question could not be heard.

If you're trying to do mass emails and you're having challenges, there are some built-in resources that the university already has for you. The question that we need we work through with you is that regarding the online tools that are immediately available to you, will they allow you to get a level of regularity that allows you to isolate the students you want to communicate with? If not, then we will take a data request from the unit in question with the appropriate parameters that you want in order to make sure that you get the right population and we will then pass that list back to you so that you can do your email that way. If you'd like to call me I can give you my number right now and I'll help you with that. Thank you.

\*One more question. In the letter of recommendation you said that I can state what I know about a student from my personal knowledge, but I cannot tell a grade.

Correct.

\*So, even though I know from my personal knowledge what grade he got in what class, I have to get permission from them to release the grade.

That is correct. Because in that instance your own knowledge is related to, "Yes, they attended," "No, they didn't attend," "I did teach them," "I didn't teach them," things that are generally reportable and aware to anyone else that was sitting there that day. A grade is not general information that someone sitting in the room would have access to and the way we're suggesting to the departments to handle letters of recommendation is to create the easiest way. Create a simple form that students can fill out saying, "I authorize any faculty in this department to write a letter of recommendation covering all aspects of my academic record upon my request." And then that blanket covers everyone in it. I don't know if we've put one on the site, but our plan is to put one on there.

## **VII. Office of Faculty Recognition, P. Wright-Cleveland**

Thank you, Dr. Standley, for having me. The Office of Faculty Recognition is part of the office of the Dean of the Faculties. We aim to facilitate Florida State University's faculty department chairs and college deans in gaining national acclaim for teaching and research. We want to help connect qualified faculty with career appropriate prestigious awards. We've been in business since August, so we're very new. We have three main tasks. First, we want to keep track of awards. Second, we want to publicize them, and third we want to help facilitate the application process because we understand that faculty time is at a premium and you have many tasks that you have to attend to every day. Today

our office has developed several tools. One is a web-based catalogue that is searchable by faculty, chairs and deans, another is a CV deposit tool, both of which I'll show you later. We also have the capacity to send email reminders about due dates to individual faculty members who showed interest, to department chairs, and we can send information about discipline-specific awards to those faculty department area chairs. We can offer hands-on support during the application process. We are willing to fill out the application, to draft or help you edit narrative or a brief biography of the CV. We are willing to solicit letters of recommendation from the names that you give us and make sure that those letters arrive in a timely fashion and we're even willing to put together your books in a box and mail them off. We would submit this, of course, to you for final approval before we submit it. We'll also research individual awards that you've noticed but you don't have information on. We can find out about that and get back to you. So we are here to be of service to the faculty.

This is our website, as you have noticed. The faculty vitae management tool is the same tool that appears on your secure applications page. So if you have submitted a CV that way, we have access to it. It is something that you have to log into, like Blackboard, and this is what it looks like. It will tell you the last time you uploaded something, so if you're not sure if you submitted a CV, or the last time you did it, you can go in and take a look at that. The awards catalogue you also have to sign in to. It is searchable by a variety of tools. Awards for any discipline are here; there aren't separate awards catalogues. It is the kind of search that the more criteria you put in, the more limited your search is. But you can search by department. You get a brief description of the award and access to that award. You have due dates, links to the actual site, who to send the material to, etc. You can also go up here and solicit email alerts and if you click on "Send Email Alerts," it lets our office know that you are interested in this award. You've logged in with you password, so the computer can identify who you are and we can contact you to see if you need assistance in any manner; we can also just send you an email three months before that says, "By the way, this award is due soon." We would appreciate you taking a look at these tools and giving us feedback. This is the early part of the development and if we're going to make any structural changes, now is the time to do it. So if you see or think of other ways searching would be helpful to you, please let us know that. We can also take a look at the awards we have listed. We won't have every academic association or every award there yet. Like I said, we are fairly new. So if your department is missing major awards, please let us know; send us a list and we'll add them as quickly as we can. The same thing goes for organizations, etc. The more information we get from you, the more useable this will be.

There are several things we would ask for from faculty. First is that you tell us when you or a peer has won an award. This enables us to publicize it, to keep our list accurate and to understand better the kind of contribution that you're making to your peers. This helps us connect you to other awards that you may not be aware of. We also ask you to deposit those CV's in the vitae management tool. The access to a correct CV helps us not only at a particular application, but it helps us in with that matching of professor and scholarly work to that particular award.

Finally, I would ask you to help me in creating an environment on Florida State University campus that recognizes the awards process as not exclusively competitive, but also collaborative. Awards not only advance individual careers, but they also bring recognition to departments, to the college and to the university itself. When Florida State University is recognized by outsiders as a place that fosters full-bright scholars or Guggenheim fellowship winners or National Academy members, then our faculty are invited to participate in national level committees and to make policy decisions that affect the academic community broadly. Every award application exposes the work of Florida State University to a broader readership and every award won creates new possibilities to the faculty for collaboration and research that only come through recognition. Please contact my office and ask me any questions or give me any ideas that you have. Are there any questions today that I can answer? Thank you.

#### **VIII. Special Order: Athletics Committee, J. Beckham**

Dr. Joseph Beckham, FSU's Faculty Athletic Representative and Chair of the Athletic Committee, reported on the current inquiry into instances of academic misconduct in intercollegiate athletics. A chronology of events detailed in the University's Audit Services Report was provided to members of the senate. Professor Beckham concluded his report by noting that instances of academic misconduct involving student-athletes includes the instructor's responsibility to address the misconduct and extends to the University's obligation to investigate and report potential violations to the ACC and NCAA.

A four-person University committee composed of the Provost, Director of Intercollegiate Athletics, General Counsel and Faculty Athletics Representative has been directed by the President of the University to ensure that a thorough investigation is completed in a timely fashion and a complete report of any NCAA violations and institutional corrective actions is provided to the NCAA.

**IX. Old Business**

- a. Bylaws Change-Deletion of Committees, J. Standley

At the September meeting the deletion of 3 committees, the Computing and Information Resource Committee, the Distance Learning Committee, the Professional Relations and Welfare Committee, was introduced.

Since it is perceived that a review and monitoring of online distance learning is warranted at the current time, it is moved to amend the original motion and to delete the Distance Learning Committee from the list above.

**The motion passed unanimously.**

The original motion was then voted on and **it also passed unanimously.**

**X. New Business**

There were no items of new business.

**XI. University Welfare**

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

Good afternoon!

There is no bargaining progress to report since our previous Senate meeting because no negotiating sessions have been held since the end of August. Faculty and administration teams will meet this Friday, however. I remain hopeful that matters will improve at the bargaining table. As you probably know, cuts to university budgets were less severe than earlier forecasts, and in fact university funding increased relative to last year. (Thanks to the many of you and your colleagues who contacted legislators or the governor about the impact of proposed budget cuts on students and FSU. The information at the UFF-FSU web site about these issues and how to contact officials was a very popular "click" in recent weeks.) Hopefully the administration will recognize that retaining and rewarding current FSU faculty for their efforts needs to be a high priority. As I have said previously, there is no pathway of excellence that does not include placing a high priority on current FSU faculty.



Although we have not bargained recently, we have not been sitting on our hands. Encouraging faculty to speak out about the budget situation is one example of other things the UFF-FSU Chapter does. Our UFF-FSU Chapter does many things to advance and protect faculty interests on a continuing basis, not only in government and at the bargaining table. We meet regularly with FSU administrators to discuss faculty concerns and interests, and we defend individual faculty rights every day. For example, we are meeting with the Provost Monday on a variety of issues. And I am sure that Dean Rowe would confirm that she devotes much of her time to UFF-related meetings concerning faculty rights.

We also provide opportunities for faculty members to talk informally with administrators and others who are important to faculty in various ways. Tomorrow (Oct. 18), Director of FSU Libraries Julia Zimmerman will be our guest at a 12:30 luncheon in the Student Services Building (Rm. 218). Senators are most welcome. Lunch is on the UFF-FSU Chapter. There are other luncheon meetings coming up and we will have more details on these later. As a quick preview, next month, on Nov. 7th, President Wetherell will be our guest. On January 24th Dean Travis will be our guest, and on January 31 former Senator Bob Graham, who is leading efforts to compel the Board of Governors to exercise its constitutional authority over higher education, is scheduled. Once again, Senators are especially welcome. Please join us for these events.

Are there any questions? Thank you for your time.

**XII. Announcements by Deans and Other Administrative Officers**

- a. Dean of Undergraduate Studies, K. Laughlin

Dean Karen Laughlin made a presentation on a pilot program to investigate the effectiveness of requiring students who earn below 2.0 (or fail a college preparatory course) in their first semester at FSU to take and Academic Success course. (See Addendum 1.)

**XIII. Announcements by Provost Abele**

- a. Non Tenure Track Faculty Report

Thank you. I think that many of us were surprised at the shift in the makeup of our faculty. Certainly, I'm not involved in the recruiting or hiring of individuals, but currently, of the 2,036 individuals classified as faculty, there are 786 who are non-tenure track faculty. That is a huge increase just over a seven or eight year period. I don't know if the Faculty Senate wishes at some point to assess this or

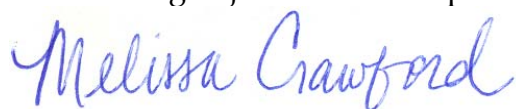
not or to take a closer look, but it was at least to me a surprise that there was this much shift and I don't know if other people reacted the same way. There was a very detailed and thoughtful report we received from the Faculty Senate and it almost opened up as many questions as it answered. So, Bob Bradley, Susannah Miller and Christopher Pitts formed a sub-committee to collect the more detailed data necessary to bring to the Faculty Senate Personnel Committee and to prepare for whatever bargaining might be necessary in next year's reopening. Some of the people who were on the committee who are here know that, as you went through the list, you saw that one faculty member might teach one course and then nothing the next term or that someone might teach four courses a term. So our first thing is to get a list of all of the non-tenured faculty for the last couple years and what their teaching assignment has been. At that point there will have to be some definitions about what constitutes a teaching faculty member and also at that point it will come back to a faculty committee to discuss what criteria one should use for promotional opportunities. Remember that one of the goals is to create career opportunities for these individuals so that they have opportunities to go from an assistant to associate to full professor in these categories. It's going to have to be an interim process. The data will be gathered first at a macro scale and then sent to individual departments so that the individual departments can go through them, make assessments, and come back. At that point the Faculty Senate Personnel Committee or a sub-group will work with others on defining the criteria for advancement in these lines. It's moving along. The College of Nursing has offered to pilot something because they have so many faculty out in the field, in hospitals and in clinics, so it's really unrealistic to expect a research track from those individuals. But that might be one of the opportunities to take a look at the range of teaching, whether it's all clinical teaching, whether it's classroom teaching and maybe the College of Medicine faculty who have similar distributed roles can get on that committee and provide some guidance. I'd be happy to answer any questions.

**XIV. Announcements by President Wetherell**

President Wetherell was not in attendance.

**XV. Adjournment**

The meeting adjourned at 4:44 p.m.



Melissa Crawford  
Faculty Senate Coordinator

## Academic Success Course

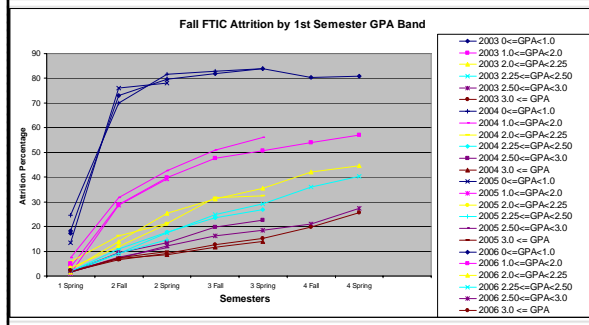
FSU Faculty Senate Meeting  
October 17, 2007

Dr. Karen Laughlin  
Dean of Undergraduate Studies

## Rationale

- Improve the overall retention & graduation of FSU students
  - Gains made in other areas
  - Significant attrition of students in academic difficulty
    - 30% - 75% of students with GPA <2.0 will not be retained after the first year
    - 60% - 80% of students with GPA <2.0 never graduate from FSU
    - No strong performance indicators to predict academic difficulty prior to the first term

## Student Attrition by GPA Bands



## Comparability of Student Performance Indicators by GPA

Fall 2005 FTIC

	Above 2.0 in 1 <sup>st</sup> Term	Below 2.0 in 1 <sup>st</sup> Term
Average High School GPA	3.58	3.33
Average SAT Total	1134	1121
Average ACT Composite	23.8	23.5

## MHS 4905: Special Topics in Academic Success

- 1-Credit Course Taught 1<sup>st</sup> 8 Weeks
- Required of FTICs in Academic Difficulty
  - Less than 2.0 GPA in first term
  - Failure of a college prep course in first term
- Graded
  - Impact on GPA & future enrollment decisions
- Focus on academic & life skills
  - Reading, critical thinking, note taking, time mgt., test preparation, goal/career planning

## MHS 4905: Special Topics in Academic Success

- Collaboration with Educational Psychology & Learning Systems
- Small Class Size
  - 5 sections/130 students this Fall
  - Anticipated 25 sections this Spring
- Visiting Instructors with Undergraduate Teaching Experience at FSU
- Will Seek New 1000-Level Course # via Curriculum Committee this Fall

## Approvals & Timeline

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- Faculty Senate Steering Committee authorized 2-year pilot requiring course for:
    - FTICs with GPA below 2.0
    - FTICs unsuccessful in required college prep class
  - Results of pilot study to be presented to Faculty Senate in Spring 2009
    - Decision on whether it is appropriate as an ongoing requirement
-