



THE FLORIDA STATE UNIVERSITY
FACULTY SENATE

MINUTES
FACULTY SENATE MEETING
MARCH 21, 2012
DODD HALL AUDITORIUM
3:35 P.M.

I. Regular Session

The regular session of the 2011-12 Faculty Senate was held on Wednesday, March 21, 2012. Faculty Senate President Sandra Lewis presided.

The following members attended the Senate meeting:

J. Adams, E. Aldrovandi, B. Altman, D. Armstrong, A. Askew, TJ Atwood, P. Beerli, J. Bowers, J. Clendinning, J. Cobbe, R. Coleman, A. Darabi, A. Darrow, L. DeBrunner, L. deHaven Smith, C. Edrington, B. Ellingson, G. Erickson, S. Fiorito, M. Hanline, K. Harper, J. Ilich-Ernst, M. Kapp, T. Keller, W. Landing, D. Latham, S. Leitch, S. Lewis, T. Lindbloom, C. Lonigan, L. Lyons, C. Madsen, R. Marrinan, M. Mascagni, H. Mattoussi, T. McQuade, M. Mesterton-Gibbons, U. Meyer-Baese, D. Moore, A. Mullis J. Ohlin, J. O'Rourke, V. Richard Auzenne, J. Saltiel, J. Standley, N. Stein, L. Stepina, J. Tull, G. Tyson, C. Upchurch, M. Uzendoski, O. Vafek, D. Von-Glahn, W. Weissert.

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

S. Aggarwal (**X. Yuan**), J. Ahlquist, E. Baumer (**T. Chiricos**), E. Bernat, W. Carlson, T. Chapin, E. Chicken, D. Cooper, M. Craig, J. Dawkins, J. Diaz, J. Doran, R. Dumm (**D. Kim**), I. Eberstein, L. Edwards, K. Erndl, W. Francis, A. Gaiser, J. Geringer, A. Hirsch, C. Hofacker, G. Houlihan, R. Horton-Ikard, B. Jackson, F. Jordan, Y. Kim, R. Lee, M. Leeser, J. Lickson, W. Logan (**J. Linford**), T. Ma, B. Menchetti, W. Mio, R. Mizelle, G. Rogachev, N. Schmidt, K. Schmitt (**M. Abendroth**), R. Schwartz, J. Sickinger, L. Spainhour, P. Steinberg, B. Stults, M. Teasley G. Tenebaum, F. Tolson, E. Treharne, D. Tsilimingras, S. Valisa.

II. Approval of the Minutes

The minutes of the February 22, 2012 meeting were approved as distributed.

III. Approval of the Agenda

The agenda was approved as distributed.

IV. Report of the Steering Committee, S. Fiorito

Since our last Faculty Senate meeting on February 22nd, the Faculty Senate Steering Committee (FSSC) has met three times (February 29th, March 14 & 21st) and once with President Barron and Provost Strokes.

At our meeting with the President and Provost funding issues related to decisions made during the legislative session were discussed. Many of these ideas were included in President Barron's Town Hall, held last week. President Barron's town hall meeting was a success with standing room only in the Medical School's auditorium and over 750 online listeners. The FSSC continues to applaud his openness and transparency.

The President and the FSSC brainstormed ideas to try to get more Post-Doctoral faculty to come to FSU—which is an important component of the matrix in the Research Excellence and National Preeminence Bill. The President and Provost are very supportive of hiring Tenure-track Faculty, but have recognized that the Deans have been favoring short-term hires rather than tenure-earning positions. The Steering Committee is pleased that Deans will be encouraged to hire more ranked faculty. Also mentioned by the Provost is the position of Vice President for Faculty Advancement position which is about to be advertised. The Provost assured us that the committee will be moving quickly to fill that position. In addition, the Provost assured the Steering Committee that the six Dean's evaluation would take place this semester. The Deans to be evaluated are the Deans of: Education, Social Work, Music, Human Sciences, Medicine and Nursing.

There are many issues surrounding the Graduate Policy Committee (GPC) that are being discussed by the FSSC, such as its recent recommendations for policy and wording change suggestions. All of these changes will be brought before the Faculty Senate for your approval once the GPC and the FSSC have agreed on them.

Discussions about streamlining the Promotion & Tenure (P & T) binders continue, however any changes in the binder contents needs to first go to the full University P&T Committee and be consistent with the Collective Bargaining Contract.

There have been several discussions about the new University Ethics Hotline. We were told that Jennifer Buchanan is going to meet with the Ethics Hotline committee that has been formed. Dr. Buchanan will work with the committee to clarify the procedures in dealing with issues that arise from the Ethics Hotline.

Elizabeth Swiman, head of the FSU Sustainable Campus Initiative, came to our meeting to discuss the comprehensive survey that was taken at FSU. It is called "STARS," which stands for—Sustainability Tracking Rating and Assessment System. The result of the survey indicates that FSU has earned a Silver Rating for Campus Sustainability. Ms. Swiman would like to find out which faculty courses include sustainability and "green" topics. She is also interested in working with faculty to explore the possibility of offering a minor in sustainability and green initiatives. She was invited to speak to the FS at our first meeting next academic year.

Finally, there is a serious concern about the bottle-neck in students having access to oral competency courses. The Undergraduate Policy Committee (UPC) is looking into finding ways of reducing this bottleneck, and is considering making the oral competency requirement a college rather than a University requirement and thus leaving the oral competency requirement to be discipline specific, similar to the way that the computer competency requirement is handled.

This concludes the FSSC minutes. Thank you.

V. Reports of Standing Committees

a. Elections Committee, J. O'Rourke

1. Nominations for the University Committee on Faculty Sabbaticals

There were no additional nominations for the University Committee on Faculty Sabbaticals.

2. Nominations for the Grievance Committee

There were no additional nominations for the Grievance Committee.

b. University Curriculum Committee, S. Fiorito

See addendum 1.

VI. Special Order: Academic Honor Policy, A. Guerette

See addendum 2.

VII. Special Order: Faculty Expertise and Advancement System, P. Wright-Cleveland

On April 1 we will load the new version 3.0 database of the DOF CV Database. So there are several features we want to tell you about.

Includes: Necessary upgrades and refinements: we make the updates in an ongoing process.

New Name: Faculty Expertise and Advancement System better indicates the multiple uses of this system. This is not something that is an exact reporting tool, but it is a means of being in charge of the intellectual property of FSU and faculty use and to use that to our benefit in many ways.

New feature will be a Public Interface (self, life, and/or evidence[examples to show search feature]). This is modeled after several systems across the country that will allow the public and you to find out info about each other. It should be a reference tool for potential graduate school graduate students; it should allow other colleagues to find other people to work on grants with them, those kinds of things. You can't look at it anywhere but here, but you can look at it first, and you will receive an email with instructions for this.

You search in a variety of ways; it will give people access to CVs that are finalized. If you aren't finished with it, don't worry, it's not there. But once you finalize the CV, people can pull the CV and look at it.

The Google Search – live system only, isn't put into our test system so we won't demonstrate that.

Another way for people to see is via stable URL for upload to any website of choice. So if you update your CV you can choose to link it to any website you want and update it there as you see fit.

So when you submit a CV you get this summary info. This is just a snapshot of what you may want to identify. This also shows you that you have some choice in the CV you make public. It could show the P&T CV which is the most complete document you put together;

you don't have to publicize that. There are a variety of formats you can choose that can be publicized on your Google search or on your webpage.

The keyword search actually searches all the keywords in the system and appropriate areas, publications, those kinds of things. It pulls up bits and pieces that are appropriate. You could search for someone that is doing research on evidence and do a more precise term. This is a test database so it has minimal info, so it might work a little more. Dr—has 14 hits so you can see where those are: in a journal article, in a presentation, and of course you can have a more precise term. You can also go back and limit this search and do just the keyword. IF you only want was published in the last year in publications, we can do that. Then you get a very different list.

I want to show you the expertise section; you can limit this search by categories of expertise. This is a new section of the CV and this is what it says. There's a text box where you can fill in terms that define your expertise, furthered by methodology. People can search along those lines. University relations will be using these terms of searching expertise as info for reporters as well as researchers, and the office of research has talked about using this as well because of their set up is changing. So this will be available until Friday and we hope you will use it and play with it and ask questions.

Q: Is there a place where faculty members can update their CV to the system?

A: Yes and it's in the DOF CV database. You should have a link to that on your secure apps page, so you can go in and update a piece of that. If you don't have time to do the CV you can update your expertise at any time. If for some reason you're not in the system, let Tiffany Phillips know.

Because this will house cumulative faculty info, the deadline department chairs and deans have to complete data on their faculty for the last 10 years to be entered into the system is by April 1 of next year, so April 1st, 2013. You can use delegates. We train delegates; we have a list of 100 trained delegates on campus. We will be sending your chairs and deans a handout we put together and that are published on our webpage about the categories that are involved, the info you will have to add to your CV, like whether it will be a peer reviewed article or not. You will know that, a student delegate will not, whether this is an international conference or not. Those marks make it much easier to enter.

Q: (something about keyword search)

A: Well, it's because complete data isn't in there yet. Whatever our data in the system now, currently we have COE.

Q: What info would be entered into the system?

A: Your professional CV should be entered into the system.

Q: But that may not include info researchable to the public?

A: Well, we had searchable by public...due to some requests by faculty. So essentially your general info and research are searchable by public but your CV are not by keyword search. Essentially, the whole CV is NOT searchable by the keyword search, only the parts listed under the note on the search page. However, the Google search will search the entire CV, but it will only have access to CVs that have been finalized. What is displayed on the CV is controllable through the "Custom CV" options and "Set Preferences, Change Default Public CV Options".

Q: You mentioned all faculty in the last 10 years. Some of those are no longer with us; will there be a notification in the system that the member is retired or gone somewhere?

A: This search is only for active faculty members, so those not here will not be searchable.

Q: But we still have to provide info of those not here? Why?

A: Yes, it's a SACS requirement, whoever taught in the past 10 years we must have data on them.

VIII. Old Business

There were no items of old business.

IX. New Business

There were no items of new business.

X. University Welfare

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

Collective Bargaining

Faculty voted overwhelmingly in favor of the changes and supplements to our Collective Bargaining Agreement (CBA) in last month's ratification vote. A special thanks to those of you who voted!

I hope everyone has completed the reading assignments that I announced at last month's Senate (see the February Senate Minutes). They will be helpful in appreciating some of the issues under discussion at the bargaining table.

Bargaining resumed even before the ratification voting, and we have met almost every Friday this semester. Main topics have included the Specialized (or NTT) Faculty reclassification project, performance evaluation, promotion, and tenure. We are making some progress on these.

In evaluation, a notable change we are moving toward, at the Administration's urging, is a more detailed set of rating categories to replace the current scheme (satisfactory, official concern, and unsatisfactory). There are various other minor changes, but a key concern for our faculty team is maintaining important principles such as a clear link between assigned duties and evaluations, and a strong role for faculty members in evaluation and merit distributions.

In promotion and tenure, the Administration wants to formalize 2nd and 4th-year reviews for Assistant Professors and require more outside letters. We see potential value to faculty in the "2&4" reviews, but of course we are proceeding with caution to try to make sure there are not adverse consequences for Assistant Professors. Frankly, we see little value in more letters and considerable risk and added burden for faculty. How many of you want to write more outside letters for candidates at other schools? Here too, there are various other minor changes under discussion, and we have to be careful of unintended adverse consequences for faculty.

As reported previously, a central difficulty in the SF or NTTTF reclassification project is securing FSU's commitment to a tenured and tenure-track faculty, despite the

nominal commitment already in places such as our CBA and the FSU Constitution. I can say that the faculty and administration teams are working hard to accommodate the University's expressed need for flexibility with diverse faculty interests and the admirable goals and principles expressed in the Faculty Senate Sub-committee's report on Specialized (NTI) Faculty.

At the Ledge

Everyone has surely heard about the budget cuts, compensation cuts, drug testing, and other bad ideas passed. And yes, it may be cold comfort, but it could have been much worse. Of course we hope the Supreme Court will see the wisdom in Judge Fulford's decision striking down last year's pay cut. The UFF will continue to advance and defend faculty interests at the bargaining table, in the facilitation and grievance process, at consultations, in the legislature, and in the courts when necessary.

Questions? Thank you for your time.

See addendum 3.

XI. Announcements by Deans and Other Administrative Officers

There were no announcements by Deans or Other Administrative Officers.

XII. Announcements by Provost Stokes

Provost Stokes was not in attendance.

XIII. Announcements by President Barron

President Barron was not in attendance.

XIV. Adjournment

The meeting adjourned at 4:46p.m.



Melissa Crawford
Faculty Senate Coordinator

**Report to Senate
From the
University Curriculum Committee
For the Academic Year 2011-2012**

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

Susan Fiorito, Department of Retail Merchandising and Product Development, UCC Chair
Robert Van Engelen, Computer Science
Pam Coats, Department of Finance
Dianne Gregory, Music Therapy
Laura R. Keller, Biological Science
Rick McCullough, Dance-VATD
Greg Turner, College of Medicine
Charles Upchurch, British History
Alejandro Gallard, School of Teacher Education

Non-voting members include:

Melissa Crawford, Faculty Senate Coordinator
Sheila M. Mitchell, Assistant Registrar
Freya Rudder, Publications Coordinator
Burt Altman, Library

- 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 or a hybrid, the course proposal must first get approval through the Curriculum Committee chair.
- All courses must enter the University's curriculum system having completed the traditional curricular request forms which can be found at: <http://facsenate.fsu.edu/Curriculum-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 every time 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 last report to the Faculty Senate in April 2011 the UCC has met six times: April, June, September (discussed courses via email), October, December, and January.

During these six meetings, we reviewed:

112 New courses
30 Course changes, and
54 Courses to be deleted
196 Courses Reviewed

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

- Is working on major revisions of the Curriculum Manual that is available to departments and colleges that contains examples of all forms and explanations of how each form should be completed;
- Is working on developing policies for courses that are taught to both undergraduate and graduate students to reinforce the importance of a distinction between graduate and undergraduate course levels.
- Will revise the curriculum requests form in order to provide more information on interdisciplinary courses and courses that were developed as a result of a gift (grant) to that department.
- Encourages faculty to read General Suggestions for Curriculum Submissions and Revisions that will be attached to the FS minutes.

Thank you to all the members of this committee for their hard work, attention to details and constructive comments.

Respectfully Submitted, Susan S. Fiorito

General Suggestions for Curriculum Submissions and Revisions

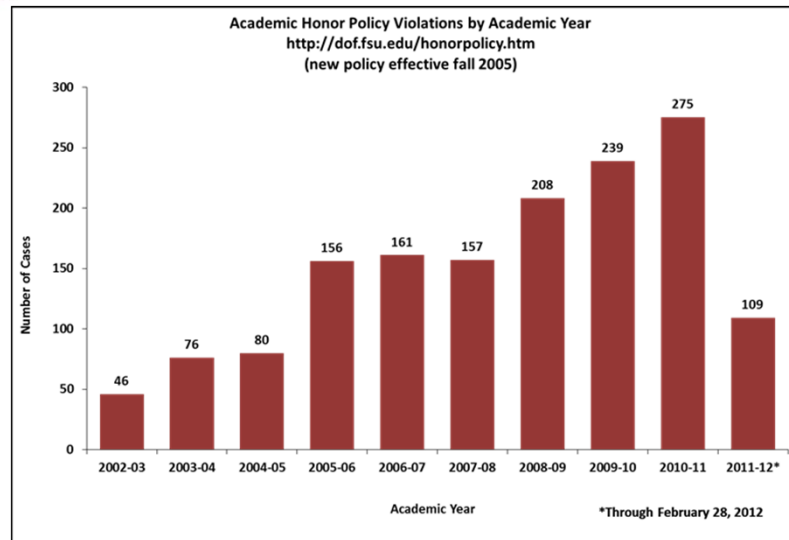
- Course objectives must be measurable, suggestions for action verbs according to Bloom's Taxonomy, can be found on page 35 of the UCC Manual on the faculty senate website: <http://facsenate.fsu.edu/Curriculum-Forms>.
- There must be a significant difference between dual enrolled undergraduate and graduate courses with graduate courses having more in-depth assignments, readings and/or meetings.
- The University Attendance Policy, the Academic Honor Policy and the Americans with Disabilities Act (ADA) (<http://facsenate.fsu.edu/Curriculum-Forms/Policies>) must appear on every syllabus. It is understood that all faculty follow these policies. If faculty count attendance as part of their evaluation for their course, the attendance policy must be on the syllabus and the process explained to the student regarding **unexcused absences** and how these will be counted.
- All sections of a course must have the same topics, objectives, and evaluation criteria as stated in the file syllabus that was submitted to the UCC when the course was approved. If any of these three items (topics, objectives, and evaluation criteria) change on the syllabus, a request form for curriculum changes (<http://facsenate.fsu.edu/Curriculum-Forms>) must be submitted.

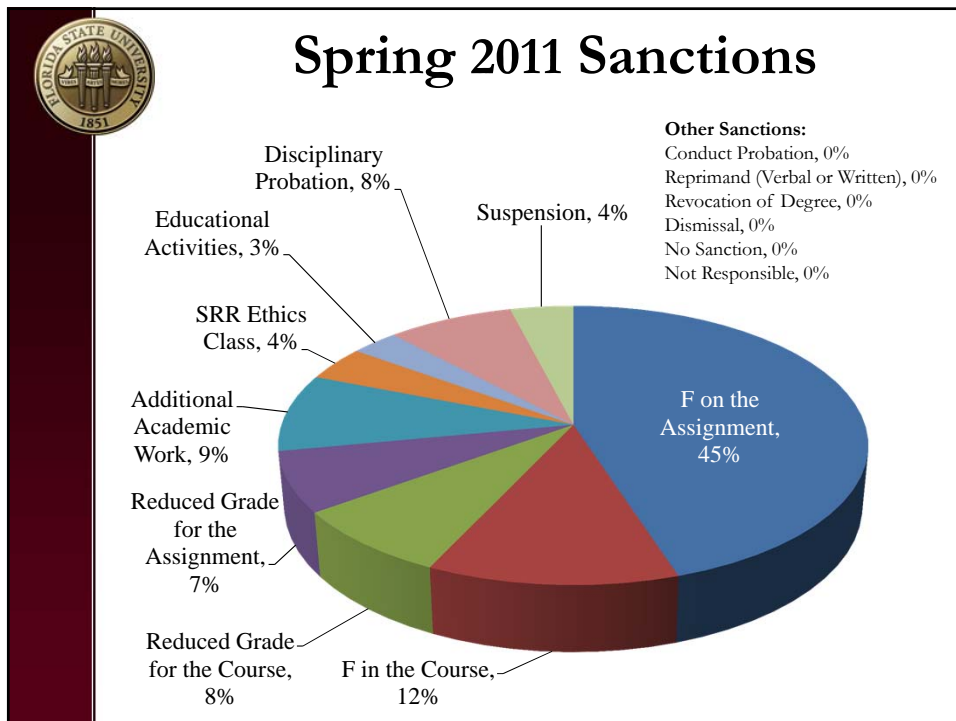
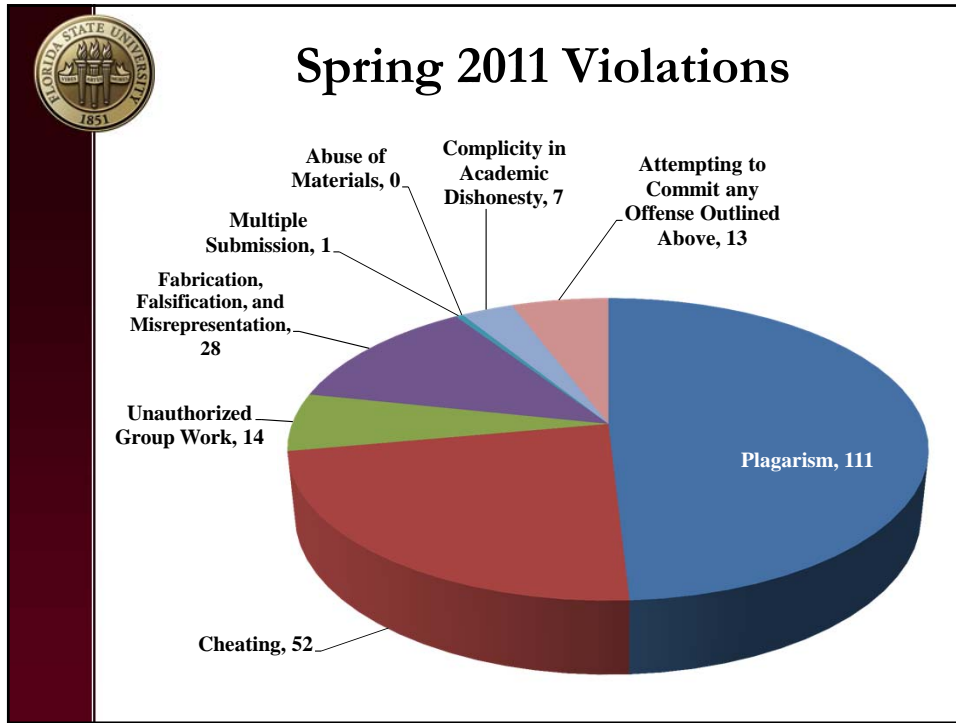


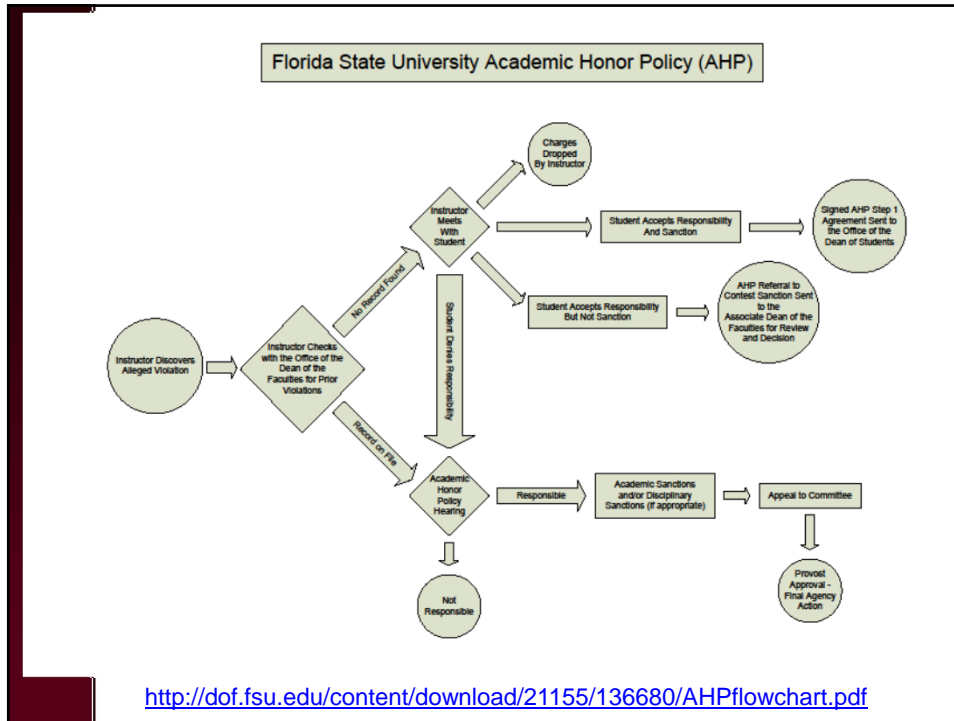
Academic Honor Policy

Dr. Amy Guerette
Associate Professor
School of Teacher Education
Chair, Academic Honor Policy
Committee

Faculty Senate – March 21, 2012







Questions?

- Refer to the Dean of Faculties website at <http://dof.fsu.edu/Academics/Academic-Honor-Policy>

Appendix: Selected Excerpts and References on Specialized (Non-Tenure Track) Faculty

Excerpt from the *Report of the Faculty Senate Sub-committee on Non-Tenure-Track Faculty*, Revised Nov. 27, 2006. Available via search at FSU or UFF-FSU web sites (with emphases added):

<http://www.cs.fsu.edu/~baker/sgme/nttfreport110906.pdf> (Revised Nov. 11, 2006)

<http://www.uff-fsu.org/art/FinalReportNTTFCommittee112706.pdf>

The following **principles** have guided the work of the *ad hoc* sub-committee:

- 1. The University should stay true to the FSU Constitution's vision of a tenured faculty and seek to maximize the ratio of tenured and tenure-accruing faculty to NTT faculty, recognizing the different needs and traditions of different Colleges**, notably professional colleges such as Medicine;
2. The important contributions of NTT faculty to the work of Florida State University must be recognized;
3. The rights (continuing contracts, opportunities for promotion and merit-based salary increases, participation in University governance, etc.) and responsibilities of NTT faculty need to be explicitly defined;
- 4. The work of NTT faculty must be significantly different from that of tenure-track faculty (TTF) and the use of NTT faculty lines in academic units should be limited to assignments that cannot be performed by TTF;**
5. The classification codes and working titles for NTTF positions must present a consistent system, communicate to the broad academic community (at FSU and elsewhere) that the NTTF member is in a faculty role, and identify the predominant duties of the individual; and
6. The recommendations of the committee should lay out a clear model for an implementation plan, but not attempt to specify every detail.

Excerpt from the 2010-13 Collective Bargaining Agreement for the FSU General Faculty Bargaining Unit (emphasis added):

8.3 Commitment to developing and maintaining a tenured faculty. The Board agrees that it is in the best interests of the University, the faculty, and the students to maximize the ratio of tenured and tenure-accruing E&G appointments to the number of non-tenure-accruing E&G appointments, among those appointments including significant teaching responsibilities. The University Administration shall provide information to the UFF on the number of credit hours taught in the University, broken down by the position class code of the instructor.

Working Document on Non-Tenure-Track Faculty Reclassifications (joint report):

<http://www.uff-fsu.org/cbac/NTTF-Reclassification-Draft20110322.pdf>

The Constitution of The Florida State University

<http://www.dof.fsu.edu/content/download/21170/136769/.../FSUConstitution.pdf>