



MINUTES
FACULTY SENATE MEETING
APRIL 16, 2008
DODD HALL AUDITORIUM
3:35 P.M.

I. Regular Session

The regular session of the 2008-09 Faculty Senate was held on Wednesday, April 16, 2008. Faculty Senate President Jayne Standley presided.

The following members attended the Senate meeting:

T. Adams, C. Alamo, M. Allen, T. Baker, K. Bearor, S. Beckman, S. Bellenot, W. Berry, P. Bowen, B. Bower, J. Bowers, G. Burnett, D. Butler, M. Cai, E. Chicken, R. Clarke, J. Clendinning, R. Coleman, E. Cormier, F. Davis, L. deHaven-Smith, J. Dorsey, J. Druash, L. Edwards, K. Erndl, J. Fiorito, S. Fiorito, A. Gaiser, J. Geringer, P. Gilmer, C. Greek, J. Hellweg, W. Hochwarter, P. Iatarola, M. Kabbaj, A. Kercheval, D. Latham, L. Lyons, C. Madsen, T. Matherly, N. Mazza, K. McCullough, W. Mio, D. Moore, R. Morris, J. O'Rourke, J. Pignatiello, K. Rost, R. Schwartz, J. Sickinger, J. Sobanjo, S. Southerland, J. Spraggins, J. Standley, R. Stewart, M. Sussman, H. Tang, S. Thomas-Tate, E. Trowers, C. Upchurch, P. Villeneuve, E. Walker, Y. Wang, P. Ward, M. Wasko, C. Weissert, W. Weissert, P. Young, X. Yuan, J. Zheng.

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

I. Audirac, J. Beckham, P. Beerli, R. Blaufarb, R. Bruscheweiler, J. Cobbe, V. Costa, B. Diskin, J. Dodge, I. Eberstein (**R. Holcombe**), E. Griffith, T. Houpt, E. Klassen, G. Knight, B. Landing, W. Leparulo, D. Lick, C. Luongo, B. Maier-Katkin, V. Mesev, J. Milligan, A. Mullis (**E. Haymes**), P. Munton, R. Pekurny, T. Plewa, R. Radach, V. Richard Auzenne, J. Sampson, H. Schmidt, L. Shepherd, O. Steinbock, N. Trafford, J. Turner, C. Wiebe, X. Yuan.

II. Approval of the Minutes

The minutes of the March 19, 2008 meeting were approved as distributed.

III. Approval of the Agenda

The agenda was approved with VII. Items switched.

IV. Election of the Faculty Senate President, J. Standley

Current Faculty Senate President Jayne M. Standley was nominated and unanimously elected to a second term Faculty Senate President.

V. Election of the Steering Committee, L. Edwards

There were no additional nominations from the floor of the Senate. There are five vacancies on the Steering Committee. The ballot for election consisted of: Cliff Madsen, Eric Walker, Jane Clendinning, Valliere Richard Auzenne, Lance Dehaven-Smith, Karen Bearor, Jim Zheng, Jim Cobbe, Molly Wasko, Joe Beckham, Eric Klassen, Gary Knight, Dale Lick, Nick Mazza, Robert Pekurny, Kathryn Rost, Robert Schwartz

On the first ballot, voting was as follows: Cliff Madsen-34, Eric Walker-32, Jane Clendinning-32, Valliere Richard Auzenne-28, Lance Dehaven-Smith-19, Karen Bearor-12, Jim Zheng-13, Jim Cobbe-27, Molly Wasko-12, Joe Beckham-7, Eric Klassen-12, Gary Knight-6, Dale Lick-11, Nick Mazza-13, Robert Pekurny-4, Kathryn Rost-13, Robert Schwartz-14. Cliff Madsen, Eric Walker and Jane Clendinning were elected. Valliere Richard Auzenne, Lance deHaven-Smith, Jim Cobbe and Robert Schwartz received the next highest amount of votes and were placed on the second ballot.

On the second ballot, voting was as follows: Valliere Richard Auzenne-25, Lance deHaven-Smith-22, Jim Cobbe-33, Robert Schwartz-31. Jim Cobbe was elected. Lance deHaven-Smith received the lowest amount of votes and was eliminated.

On the third ballot, voting was as follows: Valliere Richard Auzenne-31, Robert Schwartz-31. There was a tie.

On the fourth ballot, voting was as follows: Valliere Richard Auzenne-31, Robert Schwartz-30. Valliere Richard Auzenne was elected and will fill the remaining one year of the term vacated by Sandy Lewis.

VI. Report of the Steering Committee, E. Walker

Since the March Senate meeting, the steering committee has met twice. On March 20, we held our monthly meeting with the President and Provost. Our conversation was devoted almost exclusively to the current budget woes and a review of current plans and prospects on that front. In the short term, much is on hold until the conclusion of the legislative session in early May.

At our April 3 meeting, the main item of interest was an update from Ike Eberstein, the faculty representative to the Provost's ad hoc committee to consider the organizational structure of Academic Affairs. Prof. Eberstein provided us with a copy of the draft criteria the committee is proposing to use in its deliberations, and we discussed several

features of those criteria. For example, the criteria name throughout an organizational structure composed of “programs” and “units” instead of a structure of “departments” and “colleges,” and we would like to hear more about the relationship between these two different signifying systems. Many of you will have seen a copy of these draft criteria, which was circulated to deans and department chairs on Monday by Vice President Joe Nosari, the chair of the committee. The committee has invited feedback to these draft criteria; President Standley has suggested that our discussion today occur in the University Welfare section of our agenda. The steering committee would like to thank Prof. Eberstein for continuing his essential service on this task force.

The steering committee would like to thank Prof. Lois Shepherd from the College of Law for her faithful service as parliamentarian during the past year, and extend to her our best wishes in her new appointment at the University of Virginia.

My last item of business is to propose for your approval the calendar of dates for the Senate meetings in academic year 2008-2009, as listed in your agenda materials. This concludes the report of the steering committee.

The motion passed unanimously.

VII. Report of Standing Committees

a. University Budget Committee, C. Madsen and R. Alvarez

The Budget Advisory Committee considers University budget policies, procedures and practices, with special emphasis on the academic budget. At the last Senate meeting I gave a report and we had Bob Bradley give us the most recent budget information at that time. However, considering that many of you are new and also because of the tremendous volatility of the State’s economy the Steering Committee determined that I should give you an update at this meeting. I have asked Ralph Alvarez to be with us today. He will give us a short report and answer any questions. Ralph not only runs a “very competent shop” he also has been a friend to the faculty across many years.

As Chair of the Budget Committee I’m sorry to report that there is still very little, if any, good news. As you know the House and Senate are negotiating as we speak, both with extremely “bare-bones” budgets that are woefully inadequate.

To put this in perspective 450 million of our total budget comes via our E & G allocation. For the most part all of the other money cannot be used or even creatively manipulated. And, because the E&G money includes salaries, almost 85% of that total allocation is not malleable. The State of Florida tax revenues have and are expected to drop by a total of over 3 billion with corresponding cuts across all agencies. Our administration predicts that the total cut for FSU will be about 30 million. This could go to 40 or even 50 million depending on revenue.

FSU, in anticipation of past, current and future cuts has made contingency plans. We have enrolled 1,500 fewer students for this coming fall; 1,000 FTIC and 500 transfers. My friends in the English department have made this real by telling me that 10 sections of Freshman English have been dropped.

The good news is that we are OK for this fiscal year 2007-2008. The substantive problems will come later starting in 2008-2009. If revenues continue to fall, timely releases of money to FSU drop; they do not need to “take money away” we just do not get it.

What about raises? The Budget Advisory Committee has asked this at every opportunity and in every meeting. Tuition increases will generate additionally funds. However, this is not the time to advance anything specific. Indeed, prudence would suggest that we wait until the legislature leaves town. We probably will not know precisely where we are until they have gone home or perhaps not until after November, or perhaps even later. And, of course, all faculty raise issues require deliberation with the United Faculty of Florida.

Our administration does listen to our input and the Budget Committee will continue to give input. Our next scheduled meeting will be April 24th. Committee Members are: Pam Coats, Carol Darling, Jayne Standley, Joe Beckham and Eric Walker—I’m Cliff Madsen.

- b. Graduate Policy Committee, G. Bates

See addendum 1. **The motion for University-wide Standards for Teaching Assistants passed unanimously.**

VIII. Old Business

There were no items of old business.

IX. New Business

There were no items of new business.

X. University Welfare

- a. Administrative Organization Committee, J. Standley

See addendum 2. There was discussion on the Draft Criteria for possible College/program/unit reorganization. The criteria have not been decided and input has been solicited. Please contact Joe Nosari (jnosari@fsu.edu) if you have input.

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

Good afternoon, and welcome to new Senators!

Since last month's Senate faculty and administration negotiators met once to discuss our salary article, and faculty representatives also held a consultation meeting with the Provost, Dean Rowe, and other administration representatives. As you may recall, the negotiating teams reached tentative agreement on promotion raises and non-salary changes to our contract last year. Since then, negotiations on compensation have stalled. Some modest progress was made in our most recent session. Given the budget circumstances, any progress at all is encouraging. The teams meet again this Friday at 2pm at the FSU Training Center. Negotiation sessions are public meetings and Faculty Senators are most welcome to attend.

Data collection has been completed for our latest faculty poll. Thank you to those who responded and encouraged others to respond. The response was up substantially this year. More than 600 faculty members responded, an increase of roughly 30% over our poll last April. Preliminary results are available at the UFF-FSU web site, and additional results will be released as analyses proceed. The increased response will allow more detailed results for most colleges and many departments, and we expect some interesting differences to emerge.

The results summarized in the flyer many of you picked up on your way in today are not terribly surprising: Budget cuts and politicization are doing serious damage, morale is plummeting, and more faculty members are thinking about leaving FSU. While not surprising, I hope the seriousness and widespread nature of these concerns as revealed in the poll can help persuade legislators and perhaps even the Taxation and Budget Reform Commission to reconsider some decisions.

Negotiations, legislative developments, and the latest poll results will be among topics for further discussion at a luncheon the UFF-FSU Chapter is sponsoring at 12:30pm next Thursday in the Florida Room at Oglesby Union. A catered hot lunch will be provided, along with additional survey results and a chance to talk with faculty negotiating team members about progress and prospects. Please attend if your schedule allows.

XI. Announcements by Deans and Other Administrative Officers

There were no announcements by Deans and Other Administrative Officers.

XII. Announcements by Provost Abele

Provost Abele was not in attendance.

XIII. Announcements by President Wetherell

President Wetherell was not in attendance.

XIV. Adjournment

The meeting adjourned at 4:58 p.m.



Melissa Crawford,
Faculty Senate Coordinator

University-wide Standards for Teaching Assistants at Florida State University

These are University-wide standards that any student must meet prior to assuming one of the various instructional roles. These are meant to be university-wide minimum standards; departments may adopt additional or more stringent standards. Graduate Programs which do not use graduate students in instructional roles would not be affected by these standards. They are meant to cover the formal use of teaching assistants in course instruction. Extra help sessions and voluntary tutorials in addition to regular class meetings would not normally fall under these requirements.

Certification of General Teaching Competence:

Each semester in accordance with guidelines of the Commission on Colleges (SACS) and the standards outlined in the following sections, the Academic Dean of each College is required to certify in writing to the Dean of the Faculties and the Dean of Graduate Studies that each student who serves as a Teaching Assistant is competent to teach and for International Teaching Assistants that they are also competent to teach in spoken English.

General:

It is recommended that each program have a discipline-specific teaching manual for its teaching assistants to supplement the university teaching manual, *Instruction at FSU* which can be viewed on line (<http://learningforlife.fsu.edu/ctl/explore/onlineresources/I@FSU.cfm>).

Minimum Requirements for Different Levels of Instruction:

1. *Grader*
 - a program specific statement of standards for graders
2. *Proctor for Computerized Exams and Laboratories*
 - undergraduate majoring in the discipline
 - PIE fall conference or departmental equivalent
 - PIE workshop on Sexual Harassment or equivalent (see below)
 - supervision by the faculty member teaching the course
3. *Lab section*
 - undergraduate majoring in the discipline
 - specific instruction in laboratory demonstration
 - PIE fall conference or departmental equivalent
 - PIE workshop on Sexual Harassment or equivalent (see below)
 - direct supervision by senior lab assistant /or faculty member in the teaching discipline
 - planned and periodic evaluations of the teaching assistant
4. *Recitation/discussion section*
 - undergraduate degree in discipline or related field
 - some graduate work completed or enrolled for
 - PIE fall conference or departmental equivalent
 - PIE workshop on Sexual Harassment or equivalent (see below)
 - direct supervision by faculty member in the teaching discipline

- planned and periodic evaluations of the teaching assistant

Course level types 5-8 presume the teaching assistant is providing the primary instruction in the course.

5. *Lower-level course*

- 18 hours of graduate work in teaching discipline
- PIE fall conference or departmental equivalent PIE workshop on Sexual harassment or equivalent (see below)
- student participation in a “teaching in the discipline” course or equivalent departmental orientation
- direct supervision by faculty member in the teaching discipline
- planned and periodic evaluations of the teaching assistant

6. *Liberal studies course*

- 18 hours of graduate work in teaching discipline
- PIE fall conference or departmental equivalent
- PIE workshop on Sexual Harassment or equivalent (see below)
- student participation in a “teaching in the discipline” course or equivalent departmental orientation
- direct supervision by faculty member in the teaching discipline
- planned and periodic evaluations of the teaching assistant

7. *Upper-level non-major non-liberal studies course*

- Master's degree or equivalent
- PIE fall conference or departmental equivalent
- PIE workshop on Sexual Harassment or equivalent (see below)
- student participation in a “teaching in the discipline” course or equivalent departmental orientation
- direct supervision by faculty member in the teaching discipline
- planned and periodic evaluations of the teaching assistant

8. *Upper-level major course*

- Master's degree or equivalent
- enrolled in doctoral level course work and strongly encouraged to have completed two semesters of doctoral level course work
- PIE fall conference or departmental equivalent
- PIE workshop on Sexual Harassment or equivalent (see below)
- student participation in a “teaching in the discipline” course or equivalent departmental orientation
- direct supervision by faculty member in the teaching discipline
- planned and periodic evaluations of the teaching assistant

Certification of Spoken English for Graduate Teaching Assistants:

As noted above Academic Deans are required to certify to the Dean of the Faculties and the Dean of Graduate Studies that the TAs in the college are competent to teach. This statement should also include certification that all graduate TAs whose native language is not English are competent to teach in spoken English.

All international graduate students who are not native speakers of English, and who are going to be TAs, should take the SPEAK test when they arrive on campus. The Center for Intensive English Studies (CIES) administers and scores the SPEAK test, CIES also offers courses in spoken English (EAP courses). The SPEAK test is administered several times in the week(s) prior to the beginning of each semester, and the scores are available within three to four days of the date the test is administered. Departments are urged to take advantage of this opportunity to receive an initial estimate of speaking ability. In addition, the SPEAK is routinely administered as an end-of-term evaluation for students enrolled in EAP courses. TAs not enrolled in EAP courses may also take the test at that time. Course offerings, as well as test dates for SPEAK tests, are published in fliers distributed periodically to departments, as well as via email to TA coordinators. This information is also available on the CIES Web site (www.cies.fsu.edu).

The standards for certification of spoken English are as follows:

- A score of 50 or higher on the SPEAK test, or 26 or higher on the IBTOEFL, certifies a student to teach at any level.
- A score of 45 to 50 certifies a student to teach at levels 1-2, and to teach at levels 3-4 if also enrolled in an appropriate CIES English language course.

In unique instances a Department Chair or Dean may appeal the application of these standards by submitting a request to the Dean of Graduate Studies. The Dean of Graduate Studies will convene a committee to consider the request. The committee will consist of the Director of the FSU Center for Intensive English Studies; the Chair (or designee) of the Undergraduate Policy Committee; the person making the appeal; and the Dean of Graduate Studies.

Equivalent Previous Experience and Emergencies:

With the exception of the 18-hours-in-the-discipline rule for primary instruction and in accordance with guidelines provided by the Commission on Colleges (SACS), the following options will be available to deal with special circumstances:

A student, who through previous preparation or teaching experience has demonstrated knowledge and strong teaching skills, can be exempt from some of the requirements in 3-8, as appropriate, by certification of the program chair.

In an emergency a department may appoint a graduate teaching assistant who has not met all the University-wide requirements for that level of appointment if there is an assurance that the student will meet the requirements by the end of the term in which the student is teaching.

PIE workshop on sexual harassment policies and equivalency:

University policy on sexual harassment training is provided by Office of Audit Services (<http://www.auditservices.fsu.edu/services/training/index.html>). The office provides training sessions at the PIE Fall Teaching Conference. In addition PIE sponsors a workshop in the spring usually during the second week of classes. Departments can also set up departmental training by contacting the Office of Audit Services, and this office also offers training online.