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**AGENDA
FACULTY SENATE MEETING
DODD HALL AUDITORIUM
April 17, 2002
3:35 p.m.**

- I. Approval of the minutes of the March 20, 2002 meeting
- II. Approval of the agenda for the April 17, 2002 meeting
- III. Election of the Faculty Senate President, K. Laughlin
Election of the Steering Committee,
- IV. Report of the Steering Committee, V. Richard Auzenne
- V. Reports of Standing Committees
 - a. **Undergraduate Policy Committee, J. Clendinning**
Liberal Studies, Area IV, MUT 1001, Fundamentals of Music Theory;
Motion from UPC, "Move that American Sign Language (ASL) be approved as fulfilling the foreign language requirement for graduation."
 - b. **Distance Learning, J. Cobbe**
Proposal from Distance Learning Policy Committee
The Distance Learning Policy Committee suggests that University-level oversight should be an included step when undergraduate degree programs, whether new or existing, are to be offered by distance learning in such a way that a student could obtain the degree without ever taking a course on the Tallahassee or any other campus of the University. An FSU Bachelor's degree can be obtained if the last 30 semester hours of work for the degree are taken from FSU. Accordingly, the Committee proposes that the Faculty Senate adopt as policy that if a unit of the University proposes to offer an undergraduate degree in such a manner that one half or more of the last sixty semester hours of coursework required for the degree could be taken by distance methods, the proposal must be approved by the Distance Learning Policy Committee before implementation. In addition, the Distance Learning Policy Committee shall review experience with, and confirm or deny approval of, all such programs, at intervals of five years. To minimize burdens on units, wherever possible these reviews shall be coordinated with the GPC/Unit reviews already scheduled.
- VI. Unfinished Business
Proposal from the Steering Committee: That the Senate establish a task force on evaluation, which will be charged to review current Senate policies on student assessment of instruction.
- VII. New Business
- VIII. University Welfare
- IX. Announcements of Deans and other administrative officers
 - a. **Beverly Spencer, VP University Relations, On Line Calendar**
- X. Announcements of Provost L. Abele
- XI. Announcements of President D'Alemberte

FACULTY SENATE MEETING
April 17, 2002
Dodd Hall Auditorium
3:35 p.m.

I. Regular Session

The first regular meeting of the 2002-2003 Faculty Senate was held on Wednesday, April 17, 2001. Senate President Karen Laughlin convened the meeting.

The following members were absent. Alternates are listed in parenthesis. B. Atkins, R. Atkinson, G. Bates, G. Boggs (L. Giunipero), M. Bonn, d. Boroto, R. Braswell, W. Cooper, C. Darling (B. Allison), R. Deyle, B. Ellingson (J. Ahlquist), L. Flynn, K. Glendenning, J. Grant, C. Hahn, K. Harris, N. Jumonville, J. Kline, W. Landing, W. Leparulo, R. Leushuis, R. Mariscal, N. Mazza (C. Figley), G. Peterson, K. Myers-Pietralunga, D. Rasmussen, A. Simotes.

II. Approval of the minutes

The minutes of the March 20 meeting were approved as distributed.

III. Approval of the agenda

The agenda was amended to add a report from the Library Committee. The amended agenda was approved.

IV. Election; of the Faculty Senate President, K. Laughlin

President Laughlin opened the floor for nominations for Senate President. Senator Valliere Richard Auzenne was nominated and received unanimous consent of the Senate. Congratulations to President Auzenne.

V. Election of the Steering Committee, D. Moore

Senator Moore opened the floor for nominations. No additional nominations were made and the slate of nominees were as follows: Clifford Madsen, Music, Karen Laughlin, Arts & Sciences, Marilyn Young, Communication, Timothy Matherly, Business, Charles Connerly, Social Sciences, Robley Light, Arts & Sciences, George Bates, Arts & Sciences, Joseph Beckham, Education, Patricia Dean, Nursing, Tom McCaleb, Social Sciences, Robert Reiser, Education and Susan Wood, Education. Senator Wood removed her name from the ballot.

Elected on the first ballot were Clifford Madsen - 35 votes, Karen Laughlin - 51 votes and Marilyn Young 36 votes. The remainder of the

voting was Timothy Matherly - 17 votes, Charles Connerly - 21 votes, Robley Light - 25 votes, George Bates - 17 votes, Joseph Beckham - 16 votes, Patricia Dean - 10 votes, Tom McCaleb - 19 votes and Robert Reiser - 14 votes.

A second ballot resulted in a run-off between Charles Connerly and Robley Light. Senator Light received 30 votes and Senator Connerly was elected with 37 votes.

The current membership of the Faculty Senate Steering Committee is:

Valliere Richard Auzenne, Senate President, School of Motion Pictures, Television and Recording Arts
James Cobbe, College of Social Sciences, 2003
Charles Connerly, College of Social Sciences, 2004
Karen Laughlin, College of Arts & Sciences, 2004
Clifford Madsen, School of Music, 2004
Fred Standley, College of Arts & Sciences, 2003
Perrin Wright, College of Arts & Sciences, 2003
Marilyn Young, College of Communication, 2004

VI. Report of the Steering Committee, V. Richard Auzenne

The Steering Committee wishes to welcome all new and returning Senate members to this first meeting of the new Senate.

The Steering Committee has met four times since the last Senate Meeting, including our monthly meeting with President D'Alemberte and Provost Abele. The President provided a Legislative update stating that two principal areas of concern continue to be the reinstatement of state employee tuition waivers and the requirement that all Bright Futures students take CLEP examinations, which still remains in the Education Bill. This requirement would cost the University \$300,000 to set up testing stations to accommodate students who would be taking these tests.

Regarding issues relating to devolution, the School Code bill now devolves all powers and duties formerly assigned to the Board of Regents, the Secretary of Education and the Cabinet to the Florida Board of Education. The FBOE will be empowered to further delegate some of these responsibilities. The President stated that the legislature must get this bill passed.

Both the President and the Provost agreed that the budget remains unsettled. Right now, the Senate budget includes 2.5% raised while the House and Governors' budgets include only one-time bonuses. Both the House and Senate budgets also include funding for continued planning for a Chiropractic program at FSU.

The President reported the recent denial of the Appeal to the LCME regarding accreditation of the Medical School. He outlined the options, which he is reviewing, including the possibility of a lawsuit. The two remaining deficiencies, which the LCME cited, were curriculum

management and critical mass of faculty. In the President's view, the FSU Medical School does meet the LCME standards in this area.

We discussed with the President and the Provost the proposal for an undergraduate Distance Learning degree program approval process that will be presented later in this meeting.

Also discussed was the decision by a statewide faculty committee to change major code for Information Studies to Information Technology. This title is nationally accepted and more prestigious in the field.

The Steering Committee presented the issue of establishing a Distinguished Service Award, as a means of recognizing faculty who have made long-term contributions in service. We strongly advised that this award should focus on long-time service to the University, rather than outside service. The President asked the Steering Committee to outline the parameters for such an award.

Regarding re-introduction of discussion in Promotion and Tenure committee meetings, the Steering Committee shared with the President and the Provost the results of our conversation with the Dean of the Faculties, Steve Edwards, about re-instituting discussion in Promotion and Tenure Meetings. However, it was emphasized that these must be closed meetings with secret ballots. We all agreed that this would be beneficial to new faculty for it opens discussion at the entering level. We also discussed the relationship between annual evaluations and the promotion and tenure process.

In regard to the Dean of the Faculties Search, the Steering Committee urged the Provost to get this search underway as soon as possible.

The President expressed his enthusiasm about the hiring of three new Eppes Professors, Jane Alexander in Theatre, Max_Gunsberger in Mathematics, and Roy Baumeister in Psychology.

The Steering Committee also discussed with the President the current situation with the United Students Against Sweatshops protest. We stated our concerns over the students who were arrested. The President stated that he is even less inclined to join the WRC than before, for he does not want FSU to be associated with an organization that encourages disruption. He also stated that the Board of Trustees does not wish to use funds to support advocacy groups. The Steering Committee voiced our concern about this proposed Board policy, noting the need for a clear definition of an advocacy organization. It was agreed that it is appropriate to support educational organizations with University funds even if they advocate certain principles. However, he did state that if the Student Organization wishes to pay the dues to join the WRC he would not veto it. He reported that he has made visits to "Tent City," and has spoken with students who are camping out. He also stated that he has advised Chief Drayton to provide security for the students.

The Steering Committee continued to encourage the establishment of the committee to oversee licensing policies and procedures that was part of

the resolution passed by the Senate last April. The President remains open to this.

The Steering Committee also discussed with the President and Provost an issue brought to us from Dean Foss regarding the hiring of an Associate Professor with Tenure in the College of Arts and Sciences. We agreed that this is a special case and should be viewed as an exception to the general practice. We also stressed the importance of working through the office of the Dean of the Faculties and of gaining approval of any such hires by departmental faculty as well as by the Dean, Provost and the President.

In other business, per our discussion with the President and the Provost, the Steering Committee will work to develop recommendations for criteria for a new Distinguished Service Award. The SC has also been in conversation with Neil Charness, Chair of the CRC, regarding the Distinguished Research Professor Awards and their relation to other Faculty Awards. The Steering Committee agreed to refer this matter to the Provost and the Named Professor Committee, which was the group initially charged with looking at relationships among the various awards and recommending a policy, especially as they related to the then-new Named Professorships.

The Steering Committee discussed the request from Dean Foss for an opinion concerning the issue of Tenure upon appointment. We also met with Dean Edwards to discuss this issue and to review the past cases where Associate Professors have been given tenure upon appointment. The Steering Committee agreed that the current practice of considering Full Professors for Tenure upon appointment should continue, but that only in exceptional circumstances should tenure upon appointment be offered to Associate Professors. We also agreed that this issue should be an agenda item at the Dean's Retreat that is scheduled to be held in August.

In response to a recommendation from the Distance Learning Committee for a policy for approval of new undergraduate degrees program in Distance Learning, the Steering Committee agreed to introduce a motion today. Senator Cobbe will present this motion later in this meeting.

In response to the lively discussion on SUSSAI at the last Senate Meeting, the Steering Committee decided to introduce a proposal to the Senate to establish a Task Force to explore this issue. This will be discussed later in this meeting.

The Steering Committee also discussed the proposal from the Undergraduate Policy Committee that the American Sign Language (ASL) be added to the approved list of languages that can be used to satisfy the University's foreign language requirement. The Steering Committee supports this proposal. FSU is the only university in Florida and one of only a few in the nation that does not recognize ASL as a foreign language.

Regarding recommendations for faculty appointments to the Vision Committee, the Steering Committee agreed that faculty members should

serve for three year staggered terms, beginning this year, and that no more than one person from a college should serve.

The SC discussed a number of curriculum issues. These include concerns about overlap in special topics course offerings as well as in computer courses. The Curriculum Committee will be asked to review these matters. In addition, there appears to be some confusion about format for course syllabi. The Steering Committee wishes to note that, while we recognize the importance of the guidelines about what must be included in syllabi distributed by the Dean of the Faculties, the Senate has not approved a standard course syllabus format.

In response to a letter circulated by the statewide Advisory Council of Faculty Senates, the Steering Committee drafted a letter stating that neither the Steering Committee nor the FSU Senate has taken an official position regarding the Graham initiative.

Senate President Karen Laughlin and Senator Valliere Richard Auzenne attended the Board of Trustees Conference Call meeting on April 15th. The focus of the meeting was the recent denial of FSU's appeal of the LCME denial of provisional accreditation for the Medical School. The Board unanimously passed a motion giving President D'Alemberte the authorization to pursue any avenue he feels is appropriate to bring about a speedy resolution to this matter.

Board members voiced concerns for the students who are currently matriculating in the program, specifically regarding financial aid. It was noted that a special emergency fund has been established especially for these students. Concern was also voiced in regard to the recruiting of Faculty and Students.

Finally, the SC agreed on the following dates for Senate meetings for the coming academic year: September 18, October 16, November 13, December 4, January 22, February 19, March 19, and April 16.

VII. Reports of Standing Committees

a. Undergraduate Policy Committee, J. Clendinning

The Undergraduate Policy Committee recommended the approval of MUT 1001, Fundamentals of Music Theory for Liberal Studies credit in Area IV. **The Senate approved their recommendation.**

The UPC reported their approval of COP 2721, Introduction to Database Systems and Internet Services as meeting the Computer Skills Competency requirement.

The UPC reviewed a request from the Mathematics Department to allow the final exams for MAC 1105 to be offered using computer labs and a sign up process instead of during the regularly scheduled final exam time as the standard exam format for that course. Since mathematics

department was able to present information from their UPC-approved pilot study showing that this mode of testing was workable and that it corresponded to the teaching/testing mode for the other components of the course, and because the request was routed through the proper levels of approval, the UPC approved the alternative format for testing for this course only. Any other departments wishing to experiment with such a testing model will need to apply for a short-term exemption to run a pilot study prior to applying for a permanent exemption. Consideration would be given in such cases to the fit between the final exam testing model and the teaching/testing practices used throughout the course and departmental approval of the request will be necessary. Each exemption will be considered on a case-by-case basis.

The Undergraduate Policy Committee with a vote of 13 for and 3 against brought the following motion to the Senate:

"Move that American Sign Language (ASL) be approved as fulfilling the foreign language requirement for the BA degree."

The motion was seconded and the Senate engaged in discussion. This discussion brought issues of support, but also raised issues such as 1) does ASL qualify as a foreign language, 2) how would degree-granting departments apply this option, 3) is there a written text for ASL?

Due to several varying issues, Senator Hagopian moved that the issue be postponed until the fall semester. Speaking against this motion was Senator Imershein; speaking for this motion was Senator McCaleb.

Senator Hawkins moved that the UPC investigate and bring new language to the Senate. He defined foreign language as:

- 1) allows student to do research
- 2) provide students with a tool for their lifetime
- 3) introduce another culture

Senator Hagopian withdrew his motion to postpone and moved to refer back to the Undergraduate Policy Committee. This motion was seconded and approved by the Senate.

b. Distance Learning Committee, J. Cobbe

The Distance Learning Policy Committee suggests that University-level oversight should be an included step when undergraduate degree programs, whether new or existing, are to be offered by distance learning in such a way that a student could obtain the degree without ever taking a course on the Tallahassee or any other campus of the University. An FSU Bachelor's degree can be obtained if the last 30 semester hours of work for the degree are taken from FSU. Accordingly, the Committee proposes that the Faculty Senate adopt as policy that if a unit of the University proposes to offer an undergraduate degree in such a manner that one half or more of the last sixty semester hours of coursework required for the degree could be taken by distance methods, the proposal must be approved by the Distance Learning Policy Committee before implementation. In addition, the Distance Learning Policy Committee shall review experience with, and confirm or deny approval of, all such

programs, at intervals of five years. To minimize burdens on units, wherever possible these reviews shall be coordinated with the GPC/Unit reviews already scheduled.

The Faculty Senate approved this proposal from the Distance Learning Committee.

c. Library Committee, R. Rill

**Summary of FSU Faculty Senate Library Committee Activities
Academic Year 2001-2002**

Overview.

The major focus of Library Committee activities this year has been to assist and advise new Director of University Libraries, Dr. Althea Jenkins, as she has instituted changes in Library activities and policies. The Committee had also endeavored to define working relationships with the Library in light of the change in Director and the 'General Purposes and Procedures of the Faculty Senate Library Committee' document approved last year.

Dr. Jenkins already presented a detailed report of changes in Library policies and practices, and her plans for the future, at the March Senate meeting. The Library Committee was gratified that a number of our concerns were addressed by the changes instituted. Improving communications between the Library and faculty, and increasing the presence of the Library on campus in general, have been major concerns of the Committee for the past two years. The Library has taken a number of steps in this regard including

- Hiring a Webmaster and improving the Library Web page,
- Publishing a E-news letter and fliers describing Library activities,
- Initiating a Library Outreach program to strengthen relations between specific Librarians and their client departments and schools.

The Outreach program was recently implemented with announcements being sent to Deans and Chairs. We anticipate that this program will significantly assist relations. Improving communications continues to be a work in progress. Additional steps need to be taken at the School and Department levels to improve decision-making with respect to Library related issues such as collections development, revision of subscriptions, and design of new education and research programs.

A second area of concern has been the ability of the Library to raise private donations. The Committee supports Dr. Jenkins' negotiations with the FSU Foundation to include the Library in their fundraising campaigns. One step in the right direction is the commitment of the Foundation to include a check-off box for donations to the Library on future mail solicitations. The Steering Subcommittee of the Library Committee began to investigate additional options and will continue activities related to fundraising next year.

The Library budget looked good at the beginning of the academic year, but was reduced by over \$1 million as a consequence of budget cuts.

Subscriptions were not affected by consequent adjustments of the Library budget. Subscriptions have been stable for the past two years, but the Committee remains concerned about the ability of the Library to maintain current levels. Our Collections Subcommittee is re-examining means to respond to any future shortfalls in materials budgets.

Three years ago the Library Committee received for review proposals to the Provost for the trial establishment of autonomous Libraries in the School of Information Studies (Goldstein Library) and the School of Music (Allen Library). The Library Committee, acting in accord with its charge to conduct studies and make recommendations on matters of University Library policy, reviewed and approved these proposals in concept. Decision-making authority, staff positions, materials budgets, and expense budgets were subsequently transferred from the University Library to the Deans of the respective Schools on or about July 1, 2000. Responsibility for decisions on unit library development; staff management, hiring and retention; materials acquisitions and essentially all library affairs related to delivery of services were thereby transferred to the respective units through their Deans. Proposals of the two libraries differed in some details, but the University Library was expected to continue to provide support for these Libraries in certain areas. The Library Committee approved the trial autonomy agreements with the understanding that impacts and consequences would be evaluated after three years. The present Library Committee interprets this charge to indicate that a review should be conducted in consultation with the affected parties next year, the third academic year of operation.

The Steering Subcommittee of the 2001- 2002 Faculty Library Committee has developed a process for conducting the review. The Library Committee intends to begin the review process in September of 2002 and move with all deliberate speed to complete the review. A questionnaire designed to collect information on perceptions of impacts and consequences of the autonomy trials, and recommendations thereto, is a major component of the review process. Responses to the questionnaire by the Deans of the respective Schools and the Director of University Libraries are essential. Completed questionnaires are requested by September 1. A working review group will be comprised of the Steering Subcommittee of the Library Committee and other individuals appointed by the Chair as deemed appropriate. The working group may wish to request additional information regarding these topics after examining the responses. This group will study the data and prepare a report to the full Library Committee. The final approved report will be forwarded to the Faculty Senate Steering Committee, affected Libraries and University Provost as soon as practical.

Activity Summary

Library Committee Membership, 2001-2002

Chair and Library Steering Subcommittee:

- Concerns about the appropriate representation of schools and departments were discussed. The Committee recommends that the Faculty Senate consult with Deans, Chairs and Library Committee Chair/Chair-elect to achieve effective representation of units in Library affairs.

- A Faculty Senate Library Committee Web page was constructed by member Leon VanDommelen and is currently being administered by the Library. The Website will announce agenda for future meetings and serve as a reference site for meeting minutes and other Committee documents.
- The Library Multimedia Center initiated by the Library Committee last year and implemented by Interim Director William Summers is now fully functional. A working group headed by Tricia Young was constituted to address issues related to the Media Center.
- The Subcommittee system was changed on a trial basis from standing subcommittees to a combination of working groups and fewer standing committees. Working groups were constituted to meet perceived needs. Working groups were created for the Media Center and the Outreach Program. Steering, Collections and Primary Sources remained as standing subcommittees.
- The Committee is concerned about potential for abuse of the Document Delivery system. A recommendation was made that the Library should investigate purchasing or developing an in-house portal system to monitor usage.
- The Primary Sources Subcommittee conducted the annual solicitation of proposals and made awards. A procedure was put in place to solicit applications and make awards in the fall semester 2002, as well as in the spring semester.
- A process was developed to conduct the review of the trial autonomy agreements of the Allen and Goldstein Libraries.
- Elections were held for the 2002-2003 Chairman of the Committee. Randolph Rill was elected as Chair. A recommendation was made that a Vice Chair be elected in the fall next year to facilitate transfer of leadership.

VIII. Unfinished Business

Proposal from the Steering Committee: That the Senate establish a task force on evaluation, which will be charged to review current Senate policies on student assessment of instruction. The Senate approved this proposal.

IX. New Business

There were no items of new business for today's meeting.

X. University Welfare

On behalf of the Faculty Senate, the following resolution was presented and accepted:

"It is rare when the Senate has had a President that has been as effective across all university constituencies as Karen Laughlin. Therefore, be it resolved that this Senate commend Karen Laughlin for her outstanding leadership and service to this Senate, the FSU faculty and the University."

XI. Announcements of Deans and other administrative officers

a. Beverly Spencer, VP University Relations

VP Spencer reported that the University On-Line Calendar is in place and encouraged all faculty and departments to put all activities of interest to the University community on line. Access to the calendar is found on the FSU Homepage.

XIII. Announcements of Provost L. Abele

Provost Abele was not present at today's meeting.

XIV. Announcements of President D'Alemberte

President D'Alemberte voiced support for the Senate's resolution for Professor Laughlin. He also congratulated newly elected Senate President Valliere Richard Auzenne.

The President spoke on several issues, among these were the continuing interest in the accreditation of the College of Medicine, recent events involving student protest over the use of apparel sweatshops, the watchful approach FSU is using with the Legislature and the process that will devolve power to the Board of Trustees as well salary concerns.

XV. Adjournment

The meeting adjourned at 5:15 p.m.

Janis D. Sass
Secretary to the Faculty

Certified as a corrected and official
copy

by _____
Secretary to the Faculty