



The Florida State University
Tallahassee, Florida 32306-1030

Faculty Senate R9B
904-644-6876

Reed

AGENDA
FACULTY SENATE MEETING
Moore Auditorium
April 7, 1993
3:45 p.m.

- I. Approval of the minutes of the March 10, 1993 meeting
- II. Approval of the agenda for the April 7, 1993 meeting
- III. Election of the Senate President, F. Leysieffer
Election of the Steering Committee, P. Maroney
- IV. Report of the Steering Committee, M. Young
- V. Special Order: Report on Access Card, J. Martin
- VI. Reports of Standing Committees
 - a. Budget Advisory Committee, F. Standley
 - b. Computing and Information Resources, C. Lacher
 - c. Graduate Policy Committee, J. Standley
 - d. Grievance Committee, B. Braendlin
 - e. Library Committee, J. Waggaman
 - f. Student Academic Relations, T. Matherly
- VII. New Business
- VIII. University Welfare
- IX. Announcements of the President of the University

RECEIVED
APR 8 1993
Dean of the Faculties

ANNOUNCEMENT

The University Club will host the University Club Wednesday Social at the home of President and Mrs. Lick immediately following the Senate meeting. The University Club will collect \$2.00 to help defray their expenses. Everyone is invited to attend.

**THE NEXT SENATE MEETING WILL BE SEPTEMBER 8,
1993 IN EVERGLADES AUDITORIUM, FLORIDA STATE
CONFERENCE CENTER**



The Florida State University
Tallahassee, Florida 32306-1030

Faculty Senate
904-644-6876

FACULTY SENATE MEETING
Moore Auditorium
April 7, 1993
3:45 p.m.

I. Regular Session

The first regular session of the 1993-1994 Faculty Senate met on Wednesday, April 7, 1993, at 3:45 p.m. Senate President Fred Leysieffer presided.

The following members were absent. Alternates who were present are listed in parenthesis. R. Allen (J. Flake), G. Bates, M. Bonn (G. Boggs), D. Boroto, C. Cohan, J. Franceschina, L. George, G. Giles, J. Hartwell, c. Imwold, N. Jumonville, B. Menchetti (P. Tait), A. Mabe, G. Mitchell, J. Morse, P. Murphy, D. Nast (R. Icerman), D. Powell, P. Ray (J. Ahlquist), A. Rowe, J. Sampson, S. Sathe, B. Shellahamer, W. Solecki, P. Strait, F. Vickory (P. Perrewew), M. Winsberg.

II. Approval of the Minutes

The minutes of March 10 were approved as distributed.

III. Approval of the Agenda

The agenda for today's meeting was approved as distributed.

IV. Election of the Senate President, F. Leysieffer

Senator Leysieffer opened the floor for nominations for Faculty Senate President. Senator Fred Leysieffer was the only nominee. Senator Leysieffer thanked the Senate for its vote of confidence and agreed to represent the Senate for another year.

Election of the Steering Committee, P. Maroney

Senator Mahoney presented the ballot for election to the Steering Committee. On the mail ballot received from Senators, the following were nominated: J. Waggaman, T. Matherly, D. Montgomery, B. Newell, P. Wright, M. Cowart, C. Darling and L. Sandon. The floor was opened for additional nominations and none were received. Senators were reminded that three (3) vacancies existed on the Steering Committee and that four colleges or schools must be represented.

On the first ballot no one received a majority vote (note that to be elected to the Steering Committee on either the first or second ballot a candidate must receive a majority of the votes cast. A plurality is required on the third ballot). The 73 votes cast gave Waggaman - 25,

Matherly - 34, Montgomery - 30, Newell - 21, Wright - 23, Cowart - 28, Darling - 14, Sandon - 19.

The top six names were placed on the second ballot. Again no one received a majority vote. The 79 votes cast gave Waggaman - 30, Matherly - 37, Montgomery - 36, Newell - 37, Wright - 32, Cowart - 34.

A plurality vote on the third ballot produced the following: Waggaman - 28, Matherly - 35, Montgomery - 38, Newell - 33, Wright - 31, Cowart - 37.

The members of the Steering Committee and their terms are Marie Cowart (1995)- Social Sciences, Alan Mabe(1994)-Arts & Sciences, Clifford Madsen(1994)-Music, Timothy Matherly (1995)-Business, Dianne Montgomery (1995)-Social Work, Fred Standley (1994)-Arts & Sciences and Marilyn Young (1994)-Communication. Senate President Fred Leysieffer serves as chairman of the Steering Committee.

V. Report of the Steering Committee, M. Young

Since the last Senate meeting, the Steering Committee has met with President Lick and with Provost Glidden. The Steering Committee has also considered the following items:

***EAP Committee.** The Steering Committee discussed possible nominees from the faculty for the EAP Committee being developed by President Lick. Seven names were forwarded to the Dean of the Faculties for consideration by President Lick.

***FSU Press.** Alan Mabe brought the Steering Committee up-to-date on prospects for restoring the FSU Press. The press was merged into a system wide operation two years ago and is now known as the University Press of Florida. Prospects for reviving an independent imprint for FSU are not very good at the moment; however, the University will remain alert for possibilities. The Steering Committee will keep the Senate apprised of any developments.

***Smoking Policy Change.** The Steering Committee discussed changes in the smoking policy. These changes essentially eliminate designated smoking areas in any public building. New guidelines have been promulgated.

***Letter from Senator Lynch-Brown.** The Steering Committee discussed the letter from Senator Lynch-Brown which was distributed to all members of the Senate. The Steering Committee believes this memo affords the Senate an opportunity for a broader look at Senate policies and procedures; Senate President Leysieffer will discuss this issue further later in today's meeting.

***Grievance and Professional Relations & Welfare Committees.** The ballots for these two committees, which are elected university-wide, have been counted. The results of the election and membership of these two committees will be attached (as *addendum I*) to the

minutes. Congratulatory letters will be sent to newly-elected members.

***1993-1994 Senate Meeting Dates.** The Steering Committee has scheduled Senate meetings for the following dates in Fall 1993 and Spring 1994: September 8, October 13, November 10, December 1, January 12, February 9, and March 9. The first meeting of the 1994-95 Senate will be held April 13, 1994. Each of these dates is the second Wednesday of the month except for the December meeting. (These dates were confirmed by the Senate.)

***Senate Committee Appointments.** The Steering Committee has completed appointments to the standing committees of the Senate. Confirmation was made by the Senate and the committees are attached to the minutes as *addendum IIa, IIb*.

Senator E. Peters commented on a report from the March meeting that dealt with the Undergraduate Policy Committee approving requests for multicultural course designations. Professor Peters felt that the Multicultural Committee, which had previously reviewed these requests before they went to the UPC, should not be sunset.

Professor Leysieffer requested that these concerns be forwarded to the Steering Committee for further consideration.

Professor Leysieffer thanked those faculty who were willing to serve on committees. He went on to comment on a few of the issues in the memorandum from Senator Lynch-Brown. The concern over more communication between the Senate and the faculty regarding committee appointments was noted and will be addressed. Senator Lynch-Brown's comments on the use of Moore Auditorium for Senate meetings is one which has been discussed previously. The Steering Committee will look into the availability of lecture halls.

VI. **Special Order: Report on Access Card, J. Martin**

Mr. Martin reported that a new Access Card will be made available for all FSU students, faculty and staff. The card will have a new name, but many of the uses will be the same as the existing card. Hopefully, the new card will address some of the problems faculty have experienced when visiting other institutions where identification cards are required. The card will continue to provide identification, debit, entry, long distance and other uses. *Addendum III* gives a brief description of the new card.

VII. **Reports of Standing Committee**

a. **Budget Advisory Committee, F. Standley**

The spring semester meeting has been delayed on the assumption of meeting after the adjournment of the Legislature and having available the budgetary details for the next fiscal year.

The committee thus will be meeting in April or May as soon as the University administration has reviewed those details. Although some preliminary data can be derived from the text of the General Appropriations Act, such data are not official until they have been received through the appropriate channel of the BOR. Thus, it is risky to anticipate conclusions prematurely.

With respect to the salary data little can be said because so little is presently known. It is especially important to remember these two points. (1) Although for the next year a 3% increase for faculty in unit is provided, split between 1.6% across the board and 1.4% discretionary, the exact policies for implementation are as yet unknown, and no set of assumptions or practices can be made relevant or valid. (2) Even less information is available about the 3% bonus from a prior year's contract, i.e., January - June 1992.

Thus, the safest way to proceed at the moment is "don't anticipate".

b. Computing and Information Resources Committee, C. Lacher

Professor Chris Lacher presented an extensive report from CIRC. In an unusual step only the main body of that report is reproduced here as *addendum IV*. The Faculty Senate is on a limited budget. Minutes are distributed to over 2,000 people. This is being done as cost-saving measure.

Copies of the complete report are being distributed to all Faculty Senators. Copies are available to all interested parties upon request to the Secretary to the Faculty, Mrs. Janis Sass in Room 314 Westcott.

Parts of the report not distributed with the minutes are Appendix 1, Resource Allocation Subcommittee Report on Student Access to the Campus Network Infrastructure, with attachments and Appendix 2 Guidelines for Use of Campus Computer and Network Resources. All interested parties are invited to obtain copies of the complete report.

c. Graduate Policy Committee, J. Standley

The Graduate Policy Committee submitted the following matter for approval by the Senate. It parallels action taken at the March meeting for undergraduates.

Satisfactory/Unsatisfactory Course option

With the permission of the major professor or chairperson of the student's major department, a student may enroll in as many as six (6) semester hours during the master's program or up to nine (9) semester hours during the doctoral program on a satisfactory/unsatisfactory basis. A student's registration in a course under the S/U option must be indicated on the proper form to the Office of the University Registrar from the major professor or

chairperson of the student's major department. A student may change to a regular-grade (A, B, C) or S/U basis during the first four weeks of the term, but may not change to an S/U basis after the fifth day of classes. Please note that some courses are offered for S/U grade only and are not available for a letter grade.

This policy was approved by the Senate.

d. Grievance Committee, B. Braendlin

The Faculty Senate Grievance Committee, which is advisory to the President, hears grievances in relation to the University practice in professional relations, professional ethics, academic freedom, conditions of employment and general welfare. During the initial stages of a grievance, the chairperson negotiates with the parties involved, in hopes of resolving differences before the formal process gets underway. Since last April, several potential grievances were resolved at this stage.

Two grievance requests were denied by the committee as being outside our purview. Other, more appropriate, routes were recommended to the faculty members.

Two grievances were resolved through peer hearings; in both cases President Lick followed the recommendations of the hearing panels in his final actions on the matters.

Presently, two other grievances are being considered by hearing panels. These should be resolved before the end of the semester.

Last fall, the Grievance Committee was called upon to serve a special function of advisory to the Vice President for Academic Affairs in the case of the suspension and dismissal of a tenured faculty member. As specified in Rule 6C2-4.0335 of the Administrative Code, a faculty member who receives a notice of a pending decision to initiate the University disciplinary process leading to suspension or termination of employment may elect to invoke a peer hearing process. Last September Professor David Ammerman made such a request. At that time, as stipulated in the Rule, the Grievance Committee, acting in accord with its established procedures, selected a peer hearing panel of three, one of whom was designated as Chairperson.

At an introductory meeting in November all parties involved in the hearing met with me to review the procedures governing the hearing and to establish a time line for preparation and execution of the actual hearings. The hearings began in March and continued for two weeks. At the request of Professor Ammerman, as stipulated in the Rule, the hearing were closed to everyone except those designated by the Rule. Those designated are the panel, the faculty member and his or her legal representatives, the University legal representatives, the Vice President for Academic Affairs, and transcribers - in this case Janis Sass and a court reporter. Presently, the hearing panel is deliberating

before writing its report. Time lines in the Rule stipulate that "within ten (10) work days of the conclusion of deliberation, the Panel Chairperson shall prepare and submit to the Vice President a written report reflecting the views of the peer panel," not on any questions of guilt or innocence, but on the following points delineated in the Rule: (1) "Whether the alleged acts or omissions of the subject faculty member evince conduct by the subject faculty member which would warrant disciplinary action." (2) "Whether there is available to the University sufficient information of a reasonably reliable character to provide a basis for the commencement of the applicable disciplinary process, wherein genuine issues of law and fact can be raised and determined." (3) "The type of disciplinary action, if any, deemed appropriate." and (4) "The peer panel may also offer its advice and comments regarding aggravating and mitigating circumstances, including whether or to what extent these circumstances should be taken into account." Copies of the report will be submitted to the faculty member's and the University's legal representatives, who have ten work days to submit written comments to the Vice President. He will then make a decision informed by the panel's report and the lawyers' comments on the report. The Grievance Committee agrees that this is not the appropriate time to discuss procedures delineated in the Rule. Emotions run high in a hearing such as this one and we need to have time to reflect on the hearing process separate from this particular case. We will recommend a review of the Rule after this hearing is over.

Let me at this point make some less formal comments on this procedure by addressing a few of the questions that have been most frequently asked:

1. Why weren't the names of the panel released? The lawyers agreed that this information was part of the closed hearing process. The Grievance Committee also wanted to protect the panel from outside influences which might detract from their concentration on the material presented inside the hearing room, the only information they are permitted to use in their deliberations and report.

2. Why is this process taking so long? In the organizational meeting we found that we were operating in at least two discourses, that of education and the law. In some respects the lawyers and the educators were speaking two different languages and coming at the matter at hand from different experiential backgrounds and viewpoints. It took some time to establish common ground from which to work productively. The peer hearing panel members were (and still are) concerned both about being expedient and being fair to all parties; thus they were ready to begin in November, but allowed both sides more time to prepare. Once the working procedures were established and time allowed for adequate preparation and the December holiday, both parties exchanged information such as written evidence and names of witnesses. Scheduling was difficult, primarily due to prior commitments by the faculty members, who, we must remember, are full-time faculty, whose first duty is to their teaching and research.

The hearing spread out over a two-week time period, with fifty hours of time transcribed. Despite their heavy schedules, the panel continues to devote large amounts of time to the process. They are now involved in reviewing material presented at the hearing and they report that they are making good progress. At this stage they do not anticipate having to reopen the hearing, although they are permitted by the Rule to do so. They cannot at this time predict when they will finish, but are continuing to work as expediently as possible.

3. Will the report be made public? No, as part of the hearing process, it must be kept confidential and will be seen only Vice President/Provost Glidden and by the legal representatives and Professor Ammerman, who have ten work days to comment on the report.

In closing, I'd like to thank some people, particularly because my tenure on the Grievance Committee will end this summer. Let me thank Steve Edwards, Dean of the Faculties, for his ongoing and invaluable advice to the Grievance Committee. I especially want to thank Janis Sass, whose service to the Committee, especially in the Ammerman hearings, is nothing less than heroic and indefatigable. Thanks to the Steering Committee for their support during the Ammerman hearings. And I thank all the hearing panels and the grievance committee members who support them, but especially the Ammerman hearing panel, who are working tirelessly under great stress, devoting enormous amounts of time, and sacrificing personal obligations in their efforts. In a particularly self-sacrificing way, they are demonstrating their commitment to faculty governance at Florida State and to the protection of tenure. And they are doing this for all of us on the faculty. We owe them an enormous debt of gratitude.

e. Library Committee, J. Waggaman

The Library Committee is attached as *addendum V*.

f. Student Academic Relations, T. Matherly

The Committee on Student Academic Relations hears appeals from students who think that decisions about their academic work have been made improperly or unprofessionally in colleges or schools. The Committee has heard appeals from four (4) students this past year. There are a few procedural issues the committee will take up during the next committee's term.

VIII. University Welfare

Professor Ralph Dougherty encouraged the faculty to take a serious look at parking and respond to a survey sent to them recently.

IX. Announcements of Deans and other Administrative officers

Dean Edwards invited everyone to attend Honors Night being held at the Florida State Conference Center on Thursday, April 8.

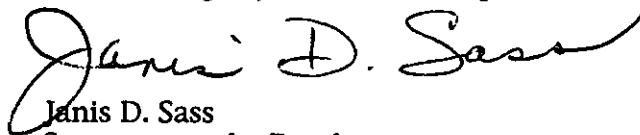
X. Announcements of the President of the University

President Lick discussed the forthcoming budget. As expected higher education did not fair well in the final analysis. There were some increases in K-12, but decreases in university funding.

Salary increases of 3% are expected in October. Details will be available soon. We fared very well in Capital Improvements which will provide security lights, money for improvements in the Student Union. President Lick commended Professor Fred Standley for the exceptional job he is doing with the land acquisition project, which also received some additional funding.

XI. Adjournment

The meeting adjourned at 5:40 p.m.



Janis D. Sass
Secretary to the Faculty

GRIEVANCE COMMITTEE

1991 - 1994

ROD ALLEN, EDUCATION
STEVE BAGINSKI, BUSINESS
NANCY DE GRUMMOND, ARTS & SCIENCES
LORIE FRIDELL, CRIMINOLOGY & CRIMINAL JUSTICE
JANICE HARTWELL, VISUAL ARTS & DANCE
PATRICK HOLLIS, ENGINEERING
JEAN LICKSON, THEATRE
ANTHONY PAREDES, ARTS & SCIENCES

1992 - 1995

CHERYL BEELER, EDUCATION
JEAN BRYANT, ARTS & SCIENCES
CHARLES CONNERLY, SOCIAL SCIENCES
LAURIE GRUBBS, NURSING
SUSAN LOSH, SOCIAL SCIENCES
NICK MAZZA, SOCIAL WORK
RUTH PESTLE, HUMAN SCIENCES

1993 - 1996

RONALD BLAZEK, LIBRARY & INFORMATION STUDIES
AMY BROWN, MUSIC
RICHARD CORBETT, BUSINESS
MARY LAFRANCE, LAW
ROCHELLE MARRINAN, ARTS & SCIENCES
WALTER MOORE, ARTS & SCIENCES
PETER STOWELL, MOTION PICTURES, TELEVISION & RECORDING ARTS
MARILYN YOUNG, COMMUNICATION

PROFESSIONAL RELATIONS & WELFARE COMMITTEE

1991 - 1994

CAROLY LYNCH-BROWN, EDUCATION
DAVID EDELSON, ENGINEERING
ROBERT GILMER, ARTS & SCIENCES
LAURA HILLMAN, MUSIC
JOE KARIOTHI, THEATRE
CHRIS LACHER, ARTS & SCIENCES
PAUL WILKENS, BUSINESS
LAURIN WOLLAN, CRIMINOLOGY & CRIMINAL JUSTICE

1992 - 1995

PATRICIA DEAN, NURSING
SALLY HANSEN-GANDY, HUMAN SCIENCES
WILLIAM JONES, ARTS & SCIENCES
JIM MACMILLAN, EDUCATION
JAMES MEYER, ARTS & SCIENCES
BARBARA NEWELL, SOCIAL SCIENCES
CAROLYN STEELE, SOCIAL WORK

1993 - 1996

JOHN DEPEW, LIBRARY & INFORMATION STUDIES
JUNE EYESTONE, VISUAL ARTS & DANCE
TOM KING, COMMUNICATION
CLAUDE LILLY, BUSINESS
ROBLEY LIGHT, ARTS & SCIENCES
MARK PIETRALUNGA, ARTS & SCIENCES
DAVID POWELL, LAW
VAL RICHARD, MOTION PICTURES, TELEVISION & RECORDING ARTS

***NEW APPOINTMENTS**

UNDERGRADUATE POLICY COMMITTEE (3-YEAR TERMS)

MICHAEL ARMER, 94	GEORGE BUYZNA, 95	*JODEE DORSEY, 96
MAXINE JONES, 94	RON BRASWELL, 95	*ANDRE THOMAS, 96
KAREN LAUGHLIN, 94	ANGELO COLLINS, 95	*MARILYN YOUNG, 96
PERRIN WRIGHT, 94	GAIL RUBINI, 95	

GRADUATE POLICY COMMITTEE (3-YEAR TERMS)

ANDREW DZURIK, 94	STUART BAKER, 95	*KEN BREWER, 96
*GARY HEALD, 94	STEPHEN CELEC, 95	*DONNA CHRISTY, 96
MELISSA HARDY, 94	JOE DONOGHUE, 95	*TONYA EDWARDS, 96
C. RAY JEFFERY, 94	CJB MACMILLAN, 95	*NANCY SMITH FICHTER, 96
WILLIAM OUTLAW, 94	ELIZABETH GOLDSMITH, 95	*MARY ALICE HUNT, 96
JAYNE STANDLEY, 94	WALTER MOORE, 95	*DIANNE MONTGOMERY, 96
ROBERT ZMUD, 94	DAVID RASMUSSEN, 95	*MARTIN SCHWARTZ, 96
	ERIC WALKER, 95	

CURRICULUM COMMITTEE (3-YEAR TERMS)

*PI-ERH LIN, 94	JUDY BOWERS, 95	*KATHRYN ANDERSON, 96
JOE RICHARDSON, 94	TOM HARRISON, 95	*GARY FOURNIER, 96
MARY SHANNAHAN, 94	ANITA HOLLANDER, 95	*TERRENCE TILLEY, 96

ELECTIONS COMMITTEE (1-YEAR TERM)

JANE CLENDINNING, 94
CAROL LYNCH-BROWN, 94
VAL RICHARD, 94

**STUDENT ACADEMIC
RELATIONS (2-YEAR TERMS)**

JARRETT OELTJEN, 94
DIANA SCOTT, 94
*KATHRYN ANDERSON, 95
*DONNA NUDD, 95
*PETER DALTON, 95

**BUDGET ADVISORY COMMITTEE
(2-YEAR TERMS)**

CAROL DARLING, '94
FRED LEYSIEFFER, '94
FRED STANDLEY, 94
*GLORIA GRIZZLE, 95
*ALAN MABE, 95
*CLIFFORD MADSEN, 95
*PAM PERREWE, 95

**HONORS PROGRAM POLICY
COMMITTEE
(3-YEAR TERMS)**

NANCY MARCUS, 94
DOUGLASSS SEATON, 94
WALTER TSCHINKEL, 94
WAYNE HILL, 95
MARIE OSMOND, 95
GRAHAM KINLOCH, 95
*RIP LHAMON, 96

LIBRARY COMMITTEE

*NEW APPOINTMENTS

1991-1994

JANE CLENDINNING, MUSIC
PETER DALTON, ARTS & SCIENCES
E. I. FRIEDMANN, ARTS & SCIENCES
JESSE LOVANO-KERR, VISUAL ARTS & DANCE
SALLY LEE, NURSING
LINDA VINTON, SOCIAL WORK
JOHN VANDEROEF, SOCIAL SCIENCES

1992 - 1995

EUGENE CROOK, ARTS & SCIENCES
ELIZABETH FLYNN, BUSINESS
ELIZABETH GOLDSMITH, HUMAN SCIENCES
*MEG BALDWIN, LAW
MAXINE JONES, ARTS & SCIENCES
JOE KARLOTH, THEATRE
JIM MACMILLAN, EDUCATION

1993 - 1996

*LEROY GOULD, CRIMINOLOGY
*CAROL JO HARDIMAN, COMMUNICATION
*THOMAS HART, LIBRARY & INFORMATION STUDIES
*TBA, SOCIAL SCIENCES
*PAUL COTTLE, ARTS & SCIENCES
*IVY LOCKE, BUSINESS
*JOHN WAGGAMAN, EDUCATION
*SUSAN YING, ENGINEERING

Ex-officio members:

Vice President for Academic Affairs or designee
Dean of the Faculties or designee
Director of University Libraries
One graduate and one undergraduate student from different colleges
appointed for one year terms by the President of Student Government

COMPUTING AND INFORMATION RESOURCES COMMITTEE

*NEW APPOINTMENTS

1991 - 1994

TED BAKER, ARTS & SCIENCES
ROBERT CLARK, EDUCATION
MARIE COWART, SOCIAL SCIENCES
DAVID EDELSON, ENGINEERING
CHARLES HOFACKER, BUSINESS
CHRIS LACHER, ARTS & SCIENCES
DON ROBSON, ARTS & SCIENCES
BARRY SAPOLSKY, COMMUNICATION

1992-1995

MAE-LOUISE BAKER, THEATRE
CHARLES CONAWAY, LIBRARY AND INFORMATION STUDIES
TONYA EDWARDS, NURSING
JANNAH HURN, SOCIAL WORK
DAVID LEVENSON, ARTS AND SCIENCES
RICHARD TATE, EDUCATION
GORDON WALDO, CRIMINOLOGY

1993 - 1996

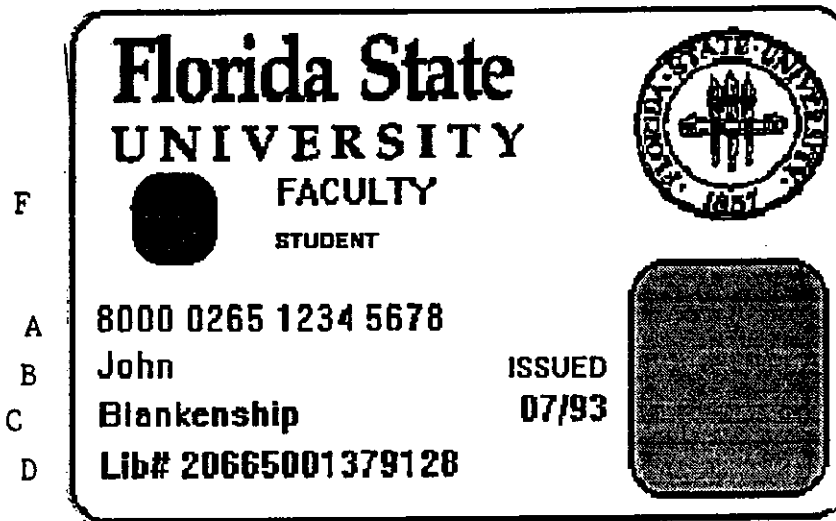
*RUSSELL DANZY, ARTS & SCIENCES
*CAROL DARLING, HUMAN SCIENCES
*MICKEY KACMAR, BUSINESS
*LARRY GEORGE, LAW
*ROBERT FICHTER, VISUAL ARTS & DANCE
*BARRY HIRSCH, SOCIAL SCIENCES
*JACK TAYLOR, MUSIC

Ex-Officio members:

Vice President for Academic Affairs or designee
Vice President for Research and Graduate Studies or designee
Dean of the Faculties
Associate Vice President for Computer and Information Resources
Associate Vice President for Supercomputer Computations Research
Institute
One graduate and one undergraduate student, appointed for one year terms by the President of Student Government

Addendum IIb

FLORIDA STATE UNIVERSITY PHOTO ID CARD
FIELD DEFINITIONS



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- A. Identification number
This is a unique sixteen digit number assigned to the card by a financial institution for financial processing both on and off campus. This number is used to reference university information, access through self-inquiry terminals, entrance into facilities, as well as determine card holder status on campus, etc.
- B. First name (12), middle INITIAL of the CARD HOLDER.
- C. Last name (25) of the CARD HOLDER.
- D. Library number.
14 position unique number calculated from the sixteen digit number used for checking out library books.
- E. Card issuance date.
Month and year in which the card was issued.
- F. RELATIONSHIP of card holder to FSU.
Shows a visual relationship of a CARD HOLDER to FSU at the time of issuance of the card. Current status of card holder can be determined by using a 3270 type terminal, a Diebold card reader or a Telxon hand held device. A card holder can have up to three line of information printed here. The major association with the univerisity will be printed first and slightly larger than the others.

April 7, 1993

Addendum IV

Computer and Information Resources Committee [CIRC]
Report to the Faculty Senate
April 7, 1993

Chris Lacher, Chair

In early 1992, CIRC recommended a policy that all academic computing and network services be consolidated under the (former) Computing Center. That recommendation was accepted by the administration during the spring and summer (1992) and formally announced with the name change of the Computing Center to Academic Computing and Network Services [ACNS] beginning July 1, 1992. The interaction among CIRC, the University Administration, and ACNS has been a model of cooperation on policy, funding, and implementation. There is new awareness at all levels of the importance of:

- o Seeing computing more as access to information and other resources and less as raw compute cycles;
- o Seeing computing as a resource requiring continuous renewal rather than large "non-recurring" funding;
- o Seeing computing as a responsibility of all people involved in the academic process, including students, teachers, departments, colleges, central administration, as well as ACNS;
- o Seeing the importance of the network infrastructure.

A result of all this cooperation is that, even in these lean times, significant progress has been made in keeping FSU in step with the new electronic information age.

Connectivity

The network link to Innovation Park was activated over the glass fiber cable April 6, 1992, completing the campus "backbone" network. This was done in one weekend, more or less, in response to the emergency created by a power surge-related failure of the old "broadband" between Innovation Park and Main Campus. This task required the efforts of staff from ACNS, the Computer Science Department, the Office of Telecommunications, and the Supercomputer Computations Research Institute, and was a remarkable collaboration. The network has performed well ever since. 25 campus buildings now have connections into this backbone: Conradi, Ditmer, Engineering, Engineering Lab Building (via Love), Johnston, Keen, Kellogg, Life Science Complex, Love, Magnet Lab, Molecular Biophysics, Morgan, Nuclear Research Building (via Keen), NWRDC, Oceanography/Statistics, Rovetta, Science Center Library, Shaw, Sliger, Strozier, and Westcott.

The University recently has authorized the expenditure of funds to "provide for substantial connectivity of the entire campus and to provide the computing and networking facilities to campus for a decentralized, networked computing environment." This funding was based on a detailed plan created by ACNS at the administration's request in response to CIRC's policy recommendations. The original plan was based on the state of the campus as of Spring 1992. The plan was overfunded in order to partially accommodate the substantial increase in faculty/staff workstations and other academic unit investments made in the past year. Significant improvements in four major areas are covered by these funds and are expected to be completed by Fall 1993. These are:

1. Building Connections to the Campus Backbone

Eleven more buildings (Carothers, Diffenbaugh, Fine Arts, Florida State Conference Center, FSU University School, Law, Music, Sandels, Shores, Stone, Williams) will receive standard 10Mbps connections to the campus fiber optic backbone. In addition, Nursing, Tully Gym, and the Panama City Campus will be connected to the campus network through somewhat

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narrower circuits. When this is completed, 36 buildings will have 10Mbps connections to the campus network, and two buildings and the Panama City Campus will have lower-speed connections.

2. Intra-Building Connectivity

A number of buildings currently lacking adequate internal LAN infrastructure will be upgraded, and many faculty and staff desktop workstations not already connected to the network through such LANs will receive network cards. The original plan covered the approximately 700 workstations not connected at the time. The increased funding will accommodate between 900 and 1,000 additional connections. These connections, along with previously connected systems, will mean that more than 75% of FSU faculty and staff computers will be connected to the campus network.

>> Such a massive upgrade to networked computing cannot be expected on a regular basis. CIRC recommends that departments consider network connection and infrastructure as an integral part of any new workstation acquisitions.

3. Baseline Compute Server

Garnet, the system that is replacing the IBM 4381, will be upgraded to an IBM RS/6000, Model 580. This will double the computational speed, and also expand the local disk storage from 10GB to approximately 23GB.

>> In spite of this upgrade, the centrally available compute service should be considered a safety net rather than a permanent and inexhaustable supply of "free" computing. Departments and Colleges need to take an increasing responsibility for planning, financing, acquiring, and maintaining their local computer network infrastructure.

4. Campus Network Infrastructure

The plan also calls for improvements in the campus network infrastructure, including high-speed modem ports to increase remote access for units removed from the campus network as well as residential use by faculty, students, and staff; network monitoring and analysis tools to improve the operation and management of the network; a new router and upgrade for FSU's SURAnet connection to provide capacity for future Internet traffic and applications; and an upgraded network server to handle the increased electronic mail traffic, the USEnet news service, and to be the primary gopher server for the Seminole Information System.

Seminole Information System

In December 1992, ACNS implemented a campus wide information system called the Seminole Information System (or SIS). Now fully operational, the SIS will publish a wide range of information of interest to students, faculty, staff, and the general public, including course schedules, calendars of campus events, general university information and notices, library catalogs, and telephone and electronic mail directories. A number of Internet resources also appear as part of the SIS. The SIS can be accessed from the campus network, from home computers, and from the Internet.

The Seminole Information System presents information via a hierarchical set of menus, using 'Gopher' software from the University of Minnesota. Although the primary SIS computer is located at ACNS, departments can store information on their own computers and have the SIS provide links. The departments of Mathematics and Computer Science are already running Gopher servers that are linked to the SIS. ACNS is currently working with a number of FSU units, such as Administrative Information Systems, the Center for Professional Development, the President's office, and Athletics, to obtain up-to-date information.

>> CIRC would like to call this new service to the attention of all units

>> and encourage participation. The potential for positive impact on the FSU community as well as the general public is enormous. Use of this service from four continents is already common. The appointment of a person of contact in each unit for dissemination of information in electronic form is suggested.

Student Access

1. Student accounts and other resources

CIRC has unanimously endorsed a policy on student access to the campus and national computer network and recommends approval by the Senate. This policy was developed by the Resource Allocation Subcommittee [RAS], chaired by Dennis Duke. It is a logical extension to the current policy of expanding access by faculty and staff. In essence this policy states that the campus and national information networks constitute a fast-growing resource that has already become essential in all academic areas and should be available to our students under a "library" model that does not discriminate based on financial resources or academic discipline. The full RAS report is attached.

>> CIRC recommends this policy for adoption.

2. Points of entry and computing access

ACNS had been active in forming partnerships with other academic units to exploit new opportunities in network services and improvements in faculty and student access (e.g., 128 MCH Computer Classroom with Computer Science, FSU University School Retrofit Grant Proposal, network proposal for Human Sciences, LAN for Criminology, student computer lab for Southgate Centre, student e-mail pilot project with Chemistry). More high-speed modems, new switching devices, network server upgrades, gopher WAIS servers, and electronic mail support are all contributing to an increase in access for faculty, staff, and students.

Mainframe out-phasing

Recall that FSU has anticipated the increasing cost-ineffectiveness of large "mainframe" computers and has been in the process of decommissioning the IBM 4381 since Spring 1992. The planned shutdown of the IBM 4381 is nearing completion. Enormous effort has been expended by faculty, staff, and administration in order to make this transition as easy as possible for users of the old IBM system. There has been an ad hoc CIRC subcommittee, chaired by Beth Logan of LIS, charged to interact with the Computing Center, SCRI, and the IBM user community to (1) facilitate definition of a computing platform that is a reasonable replacement for activities now supported by the IBM 4381 and that minimizes costs; (2) facilitate communication among all groups during acquisition and benchmarking the platform defined in step 1; and (3) educate the user community as to the efficacy of the interim platform and the necessity for moving onto it from the 4381.

1. Status of the Migration

As of March 31, 1993, all applications software recommended by CIRC.2 has been acquired and installed. Committee representatives from the user community have reported some difficulties during the transition, but these are being addressed. Usage on Garnet has been extremely heavy and has presented non-trivial problems of reliability and machine response. ACNS has formed a technical committee to handle technical (not policy) issues between major systems and ACNS. There seems to be generally good rapport between ACNS and the user base. Colleges of Social Science and Business have converted their databases and reports from Arts and Sciences indicate that their transitions are progressing likewise.

Another major difficulty in the transition process remains one of user reluctance to acknowledge the shut down of the 4381. Despite announcements,

letters, and system messages, there are still people who have not responded. ACNS offers hands-on transition sessions every Friday in the College of Business including special sessions held during spring break, operates a help desk four days per week, and has published specific transition material in their newsletter, Output. Monthly general user meetings have been scheduled to involve more faculty in the transition. ACNS estimates that about 40% of the faculty and graduate students had migrated to Garnet by March 31, leaving the remaining 60% to do so by the shutdown.

2. Official Shutdown of the IBM 4381

The time and date of shut down for the IBM 4381 is

6:00pm, May 7, 1993.

By that time all users must be off the system.

>> CIRC recommends that all personnel currently using the IBM 4381, and who
>> have not taken steps to migrate onto the Garnet/Gold systems, should
>> contact ACNS immediately.

Library Committee

>> The CIRC has reached consensus that there is a need for some formal
>> interaction between the CIRC and the Senate Library Committee. CIRC
>> unanimously recommends that some interaction between CIRC and the Library
>> Committee be mandated and facilitated beginning in the 1993-4 academic
>> year.

Guidelines for Use of Campus Computer and Network Resources

The Office of IRM Gary Ware has produced a set of guidelines (attached) for use of the campus computing infrastructure. These have been revised based on input from the administration, CIRC, and university attorneys.

>> CIRC Recommends these guidelines for adoption.

Appendices

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1. RAS Report on Student Access
 2. Guidelines for Use of Campus Computer and Network Resources
 3. ACNS Summary Report (electronic version only)
 4. CNS Report (electronic version only)
 5. CIRC.2 Transition Report (electronic version only)

Addendum V

SENATE LIBRARY COMMITTEE REPORT
SUBMITTED TO THE FSU FACULTY SENATE
By Dr. Jack Waggaman, Chair
April 7, 1993

Passed
Accepted

I have three items to report on today. They relate to the work of the three subcommittees whose members have given much time and effort to these and other related matters over this and previous years.

The first item is about the policies of the University Libraries that govern the return of borrowed materials. After a year of deliberation by the Patron Services Subcommittee, Carole Jo Hardiman, chair, a report was submitted, discussed and then adopted by the full Committee. In essence, the policy states the action that will be taken when materials have not been returned on their due date or a reasonable time thereafter. Thus, after a 12 week check-out period plus 90 days a patron who fails to return borrowed materials will have his/her borrowing privileges suspended. This policy is designed to persuade the 159 faculty (about 14 percent of us) who abuse their library borrowing privileges to return their books on time. You should be aware that we are talking about some persons who have many books checked out, e.g.: 6 faculty members each have more than 30 books out longer than 90 days; another 18 faculty each have between 11 and 30 books out; and, 135 each have 1-10 books out longer than 90 days!

Should a faculty member feel that he/she is being treated unfairly because of this policy, that person may return the materials during the hours 8 A.M. to 5 P.M. Monday through Friday and have the suspension removed. Every effort will have been made by the library staff to resolve this matter during the early part of the 90 day grace period. The aggrieved patron may meet with the Head of the Circulation Department, Ms. Jeannette Cox, and if not satisfied, then arrange to meet with the Director of the Library, Mr. Charles Miller. Conceivably, the patron could request a hearing by the Library Committee. You will note that no bureaucratic process has been established formally because the librarians and administrative staff have a long established process for resolving these matters informally.

The Library Committee has heard no complaints about the process in use during my five years of service on this committee. However, the complaints by students and faculty are increasing about the unavailability of books that, investigations have confirmed, have not been returned on time. Since November 1992 when there were 67 faculty with one or more books out over 90 days the number has increased over 137 percent to 159 faculty by March 4th. Please note that the Committee again did NOT endorse the use of fines on the faculty for abusing the check-out period of 12 weeks; furthermore, that every possible strategy for implementing a speedy return of borrowed materials was considered by the subcommittee.

The second matter today involves the need to again prepare for cutting (i.e. not renewing) about a thousand journal subscriptions to obtain about \$200,000 for the book budget. At the current rate of inflation in the price of expensive journals published overseas and the continued level funding of the Strozier materials budget at \$3.4 million dollars, the journals will consume 76 percent of those monies. A \$200,000 cut of journals will reduce that share to 70 percent which, unfortunately, is almost ten percentage points higher than many of the other academic libraries in the national Association of Research Libraries. In five years, the share of the materials budget has gone from 50 percent for journals to the current 70 percent plus level. In the last three years, no new journals have been purchased, except through the process of substitution, i.e. a journal must be canceled before a new one can be purchased. Of course, if the FSU share of the Legislature's \$20,640,000 library materials appropriation to the BOR is larger than previous years then there is a possibility that the book budget could be augmented and this proposed cut of journals postponed again. We hope.

The Committee and the Director of the Library believe firmly that the faculty in the departments need to be involved in the final decision about the journals to be cut. So, the library staff has now sent out the "cut" lists agreed to over a year ago for an additional review. Please have them returned as soon as possible. You may recall that President Lick authorized an additional \$200,000 last year to allow us to postpone this second round of cuts; that was very helpful, but the inflation we were trying to offset was over \$300,000. Because of the stronger dollar against the European economies in recession, we may be able again to postpone this cut if we can obtain another \$200,000. Those funds might come from the August football exhibition game or the reserve carry-forward funds from this 1992-93 fiscal year, or other appropriate sources. You should be aware that the Serials and Collection Development subcommittee, chaired by Jim Macmillan, has closely monitored this situation. We would all be delighted if we could again postpone the cuts.

The third report item concerns the renovation of the Strozier Library building. Members of the Facilities and Branch Campuses Subcommittee, Tom Hart, chair, and others of us tried to attend most of the public planning meetings. Although the Legislature did appropriate about \$7.5 million for renovation of the building and new equipment, the functionality of the library as a research library will NOT be enhanced. The top three priorities agreed to in the planning process became 5, 6 and 7 after it was learned that most of the funds must be spent to improve the building so that its useful life will be extended another 20 years. Furthermore, the consultant, architect, and engineer for the renovation said it will be one of the most difficult projects to accomplish because the library must remain open during the renovation, an arrangement they had not heard of anywhere else in the U.S. (because no new library space was

created to house the materials in the area where the work was to be completed).

Work will begin in the spring of 1994. You will notice a brand new entrance and exit arrangement at the front of Strozier and some other physical changes. For you researchers, the dust curls on older reference materials may be 40 percent better as they filter 40 percent of the "stuff" out of the air, something that physical facilities hasn't been able to do for many years in Strozier. The consultant for this project, who has been doing work for FSU since the 1960s believes that Strozier and its branch libraries do not meet but about 14 percent of the former SACS standards for large university libraries. The Dirac Science Library is full and in both it and Strozier student study tables are now being removed to add stacks for new materials. Clearly, the time to be planning for an entirely new library is almost past; I hope we have the leadership to plan for the demands of 1997, to say nothing of the year 2000.

I wish this could have been a more upbeat report. I can report that discussions with Parking are about to begin to see if five or six parking spaces across from Strozier can be reserved for 15 minute stops for those returning or renewing materials. You should know that you have an excellent committee willing to confront difficult issues. It should be clear that we have a large group of professional librarians who are motivated and willing to help faculty and students, including the students who come from FAMU because they are told by a signs on the doors of their Coleman Library, which closes unexpectedly, that if they need books they can go to FSU's Strozier Library! Clearly, we have a magnet library that serves the interests of faculty and students from Valdosta State College to USA (the University of South Alabama in Mobile), to Florida institutions such as FAMU, TCC and the University of West Florida, and to the many community colleges in south Georgia and north Florida. We must be doing something right, but is it what a Florida public research library should be doing????

Thanks for your attention and support these past four years. Your voice needs to be heard loud and clear about the needs of the library system at FSU.