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FACULTY SENATE MEETING
April 23, 2003
Dodd Hall Auditorium
3:35 p.m.

I. Regular Session

The first meeting of the 2003-2004 Faculty Senate was held on Wednesday, April 23, 2003. Senate President Valliere Richard Auzenne presided.

The following members attended the Senate meeting: **D. Abood, M. Allen, A. Archbold, R. Atkinson, V. Auzenne, T. Baker, C. Barrilleaux, G. Bates, C. Beeler, F. Berry, S. Blumsack, G. Boggs, A. Boutin, B. Bower, J. Clendinning, P. Coats, J. Cobbe, R. Coleman, C. Connerly, C. Darling, L. Dehaven-Smith, P. Doan, L. Edwards, B. Ellingson, J. Fiorito, S. Fiorito, J. Flannery, J. Geringer, T. Glenn, J. Grant, C. Greek, D. Gussak, V. Hagopian, C.J. Hardiman, T. Hart, H. Hawkins, R. Herrera, E. Hilinski, A. Imershein, A. Kalbian, B. Kemker, D. Kuhn, W. Landing, S. Lauterback, S. Lewis, S. Losh, C. Madsen, T. Matherly, N. Mazza, T. McCaleb, W. Modrow, D. Moore, J. O'Rourke, C. Pfaff, J. Quine, R. Reiser, M. Rosal, E. Schroeder, D. Seaton, S. Southerland, J. Standley, B. Stiffel, R. Turner, L. Van Dommelen, E. Walker, B. Warf, K. Yang, M. Young.**

The following members were absent. Alternates who are attended are listed in parenthesis: A. Arnold, M. Baldwin, M. Bonn, D. Boroto, J. Brown, F. Bunea, M. Childs, W. Cooper, F. Davis, J. Dexter, L. Epstein, L. Flynn, K. Glendenning, T. Gomory (**R. Perry**), K. Harris, D. Houle, I. Jones (**E. Pappamihel**), W. Leparulo, R. Leushuis, V. MacDonald, L. Odom, A. Payer (**R. Rill**), G. Peterson, J. Peterson, K. Myers-Pietralunga, P. Rawling (**P. Dalton**), A. Sang, S. Sirmans, J. Sobanjo, S. Sommer (**T. Welsh**), J. Taylor (**C. Kelley**), C. Ward (**R. Marrinan**), J. Wulff.

II. Approval of the minutes of the February 19 and March 19, 2003 meetings.

The minutes of February 19 and March 19 were approved as distributed.

III. Election of the Faculty Senate President, V. Richard Auzenne

Valliere Richard Auzenne was re-elected as Senate President for the year 2003-2004.

Election of the Steering Committee, C. Darling

There were no additional nominations from the floor of the Senate. There are four vacancies on the Steering Committee. The ballot for election consisted of: Jim Cobbe, Eric Walker, Jayne Standley, Sandra Lewis, Ted Baker, G. Bates, Vasken Hagopian, Allen Imershein, Timothy Matherly, Dennis Moore, Jim O'Rourke, Barney Warf.

On the first ballot voting was as follows: Jim Cobbe - 43 Eric Walker - 37 Jayne Standley - 39, Sandra Lewis 22, Ted Baker - 18, G. Bates - 15, Vasken Hagopian - 8, Allen Imershein - 14, Timothy Matherly - 16, Dennis Moore - 24, Jim O'Rourke - 14, Barney Warf - 10.

Three members were elected: Jim Cobbe, Eric Walker, Jayne Standley. On the second ballot, Dennis Moore won with 34 votes, Sandra Lewis received 33 votes.

IV. Report of the Steering Committee, J. Cobbe

The Steering Committee has met five times since the last Senate Meeting, including our regular monthly meeting with President Wetherell and Provost Abele.

Following the Senate's decision to establish a standing committee on teaching evaluation, the Steering Committee decided that the existing *ad hoc* committee should continue, with the same membership, as an interim committee, with Eric Walker as interim chair. Its initial charge includes making a proposal as to the appropriate membership and charge for the standing committee. The Steering Committee reviewed and approved the proposed dates for Senate meetings for 2003-2004. The Student Senate, requesting us to support their wish for SUSSAI results to be posted on the web, approached us again; our response was as before, that SUSSAI is public record. The Steering Committee did agree to support a proposal from a faculty member to seek to have all examination 'blue books' sold on campus carry an Honor Code pledge printed on the front cover.

We met with Dean of Faculties Steve Edwards to discuss the relationship between the Faculty Senate and the Dean of Faculties office, and the role and duties of the Dean of Faculties. In our meeting with President Wetherell and Provost Abele we discussed the prospects for the State budget, and the implications for the University if the current House budget proposal passes. The administration has started making contingency plans for that eventuality, and if it looks likely, some decisions may need to be taken before the summer term starts. The University will make every effort to abide by commitments already made to students and faculty. Today, President Wetherell issued a press release that some of you may have seen. It says, in part, and I quote:

“The freshman class enrollment will be frozen immediately and there will be budget cuts and some layoffs of non-instructional personnel. ...the university is taking action now to redirect funds toward its core mission... The freshman class will be held at current levels. In order to accomplish this, students who have not registered for summer or Fall Freshman Orientation by May 15 will have their admission to the university canceled. Letters and electronic notifications are being sent today to all students who may be affected.

The university is also planning layoffs and has given layoff notices to the first group of individuals, all in non-instructional positions. It further announced a freeze on the hiring of staff in certain units that do not directly impact the educational mission of the university.

There will be a budget reduction across all units effective June 30 with reallocations to meet students' needs, and possible additional cuts are being considered. Non-instructional staff, institutes and centers that do not directly serve students are currently under review for possible additional cuts.”

The President will take to the Board of Trustees in May these budget actions, and also some proposals with respect to the calendar and work schedule for staff. The intent is to provide staff in particular with greater flexibility in the Summer, and a longer break between Christmas and New Year, while maintaining all offices fully operational during the Summer and continuing to permit essential operations and faculty access to facilities 365 days a year. The administration is fully aware of the need for faculty, research staff, and graduate students to have access to offices and laboratories at all times. The Board of Trustees will also be electing a new Vice-Chair at its May meeting. We also discussed with the President and Provost the status of collective bargaining for faculty, and emphasized the need to ensure that academic quality and integrity are preserved as the University makes efforts to increase graduate student enrollment to meet the enrollment corridor.

The Steering Committee also discussed an enquiry from the Liberal Studies Committee concerning external advice on its possible proposal to introduce 'Freshman Interest Groups.' We suggested that the Liberal Studies Committee discuss its ideas with the Chair of the Undergraduate Policy Committee, the Dean of Undergraduate Studies, and the Provost's Office, because they had financial implications, before bringing the issue to the Steering Committee.

The Steering Committee notes that this will be the last meeting at which Bill Summers, our parliamentarian for the past five years, will serve in that capacity. We wish to thank him for his conscientious and stalwart service. We would also like Senators to pass on to any of their colleagues with expertise in parliamentary procedure that the Faculty Senate will be in need of a parliamentarian come the Fall, and any volunteer should contact our President, Vall Richard Auzenne.

We made recommendations concerning faculty representation on the Torch Awards Committee and on faculty representatives to the committee overseeing the introduction of ERP systems. We deferred until after election of the new Steering Committee certain other committee membership recommendations and appointments. We also decided to raise again with the Provost the issue of allowing more time for submission of grades after the end of finals week, at the request of the UPC; President Auzenne has already done this, and the Provost has promised to look into it.

On behalf of the Steering Committee, I remind all Senators that at the end of this meeting, we will be having a reception to honor the large number of retiring faculty members and senators this academic year, and appeal to you to stay for that if you possibly can.

The Steering Committee recommends the following dates for meetings of the Senate next academic year, and I would like to ask the Senate for confirmation of these meeting dates:

September 17, 2003
October 15, 2003
November 19, 2003
December 10, 2003
January 21, 2004
February 18, 2004
March 17, 2004

V. Reports of Standing Committees

a. Graduate Policy Committee, G. Bates

The following policy was presented to the Senate for action.

Normal policy forbids current graduate students from teaching graduate courses. Exceptions can be requested as follows:

Schools where a master's-level professional degree is the normal terminal degree may request approval from the Dean of the Faculties through the Dean of Graduate Studies for a specific current FSU doctoral student to teach in a practice-oriented master's-level course in a specific semester under the supervision of a regular tenured or tenure-earning faculty member with graduate faculty status. The request for approval shall include (a) the justification for the request, (b) details of the course, (c) full CV of the student in question, and (d) details of the supervision arrangement. Approval must be explicitly given for a specific course or courses, and must be renewed annually.

The Senate passed this motion.

b. Library Committee, R. Rill

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.

c. Undergraduate Policy Committee, J. Clendinning

Recommendation:

The Undergraduate Policy Committee recommends that the Computer Skills Competency requirement as a single, university-wide standard sunset as of Fall 2004. In its place, each College, School, and Department shall determine for each of the majors under their purview what specific computer skills are needed, and shall designate requirements for the major that meet those skill needs.

The Senate approved this recommendation.

The UPC presented the following as a clarification to earlier action of the Senate:

Students pursuing the Bachelor of Arts degree may substitute American Sign Language through the 2000 level (2200 or equivalent courses) for the foreign language requirement, except where a particular foreign language(s) has been specified by a college, school, or program for a specific degree.

The intent here, of course, is that students complete the equivalent of three courses, similar to the three courses they would take in other foreign languages if they begin language study with the first course of the sequence. We have since received the numbering for the ASL courses, and the last two (of the three) courses have 2000 numbers. The wording below substitutes the correct third course number, SPA 2614C, for the indication of the 2000 level to make it clear to students that the course equivalent to 2200 of other languages is actually SPA 2614C, not the second course in the sequence which also has a 2000 number.

Here is the revised wording for the Bulletin:

Students pursuing the Bachelor of Arts degree may substitute American Sign Language through SPA 2614C for the foreign language requirement, except where a particular foreign language(s) has been specified by a college, school, or program for a specific degree.

The following courses were presented for action by the Senate:
Liberal Studies, Area IV and Gordon Rule CLA 2xxx Discovery of Nature:
Ancient Sciences – approved

Liberal Studies, Area III, AMH 2010, AMH 2020 - approved

The Senate accepted this a correction to the December 4, 2002 minutes.

VI. Unfinished Business

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

VII. Announcements of Deans and other administrative officers

a. Enterprise Resource Planning (ERP) Project, C. Henderson

Ms. Henderson gave a presentation on the progress of the new ERP system. This system will allow employees to access leave balances, leave detail and paycheck detail, just to name a few.

You may review by going to <https://apps.oti.fsu.edu/servlet/login>

VIII. University Welfare

Senator Cliff Madsen read the following resolution for six retiring Senate Presidents Edwards, Standley, Cowart, Light, Sandon, and Leysieffer.

Whereas, has provided, strong, effective and continuous leadership over many years by serving as President of the Faculty Senate and

Whereas, s/he has provided this service while maintaining his other academic responsibilities, sometimes at a tremendous cost in time and effort, and

Whereas, he has always exhibited a university-wide perspective while being particularly attentive to the academic issues and concerns of this institution's faculty, students and staff, and

Whereas, this long-serving leadership has resulted in a continuous faculty presence across all of the university's programs and constituencies, including it's many support organizations, and

Whereas, he has been especially vigilant in maintaining a strong faculty voice, engaging in meaningful and substantive interaction with this institution's administration while evidencing that type of honest and critical exchange so necessary to the overall health of a free academy,

Be it therefore resolved, that the Faculty Senate at The Florida State University recognize this exemplary leadership and offer its most heart-felt appreciation, commendation and continuing support to as he enters another phase of life.

Senator Madsen presented the following resolution to Dean Steve Edwards:

Resolution presented to STEVE EDWARDS
by the Faculty Senate
April 23, 2003

Whereas, STEVE EDWARDS has been associated with The Florida State University for over six decades, as a student, a faculty member, department chair, and finally, Deputy Provost and Dean of the Faculties, and

Whereas, he has excelled as a teacher, receiving one of the first university teaching awards; as a faculty scholar in the Physics department; and as a department chair and university administrator, and

Whereas, for many years he has been the singular embodiment of this institution's history, knowing and understanding its manifold rules and regulations, particularly those relating to faculty governance, and

Whereas, he has been especially supportive of maintaining a strong Faculty Senate perspective, interacting in a meaningful and effective dialogue with and for this institution's administration,

Be it therefore resolved, that the Faculty Senate recognize the unique and substantive contributions by STEVE EDWARDS to The Florida State University and

offer its most sincere appreciation, and commendation up the occasion of his retirement.

The Senate supported both of these resolutions.

IX. Announcements, Provost Abele

Provost Abele presented the first Distinguished Service Award to Professor Fred Standley.

X. Adjournment

The meeting adjourned at 5:15 p.m.

Janis D. Sass
Secretary to the Faculty