



THE FLORIDA STATE UNIVERSITY  
Tallahassee, Florida 32306-1480

FACULTY SENATE, 1480  
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**AGENDA**  
**FACULTY SENATE MEETING**  
**DODD HALL AUDITORIUM**  
**January 19, 2000**  
**3:35 p.m.**

- I. Approval of the minutes of the December 8, 1999 meeting
- II. Approval of the agenda for the January 19, 2000 meeting
- III. Report of the Steering Committee, K. Laughlin
- IV. Special Order: Report, Ad Hoc Cost Study Committee, K. Kemper
- V. Reports of Standing Committees
  - a. Library Committee, Thomas Hart
- VI. Unfinished Business
- VII. New Business
- VIII. University Welfare
- IX. Announcements of Deans and other administrative officers
- X. Announcements of Provost, L. Abele
- XI. Announcements of the President of the University

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THE NEXT SENATE MEETING WILL BE FEBRUARY 16  
IN DODD HALL AUDITORIUM



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FACULTY SENATE MEETING  
Dodd Hall Auditorium  
January 19, 2000  
3:35 p.m.

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**RECEIVED**

FEB 15 2000

Dean of the Faculties Office

**I. REGULAR SESSION**

The regular session of the 1999-2000 Faculty Senate met on Wednesday, January 19, 2000, at 3:35 p.m. in Dodd Hall Auditorium.

The following members were absent. Alternates are listed in parenthesis. J. Altholz, R. Arora, S. Ash, S. Blumsack, D. Boroto, R. Braswell, F. Brooks, K. Bunne, S. Bush-Baskette, D. Christie, J. Cobbe, D. Corbin, J. Elam, J. Elsner, D. Epley, K. Erndl, J. Gapinski, J. Graham-Jones, E. Hilinski, F. Jordan, N. Jumonville, W. Kealy, E. Klassen, G. Knight, W. Laird, G. Leahy, W. Leparulo, M. Licht, C. Lunch-Brown (J. Flake), D. Maher, T. Matherly, M. McElroy, B. Menchetti, D. Moore, W. Moore, G. Papagiannis, V. Ping, D. Pullen, M. Ragheb, D. Rasmussen, P. Ray, S. Rickless, R. Rill, F. Standley, J. Standley, J. Teem, Z. Wang, D. Zahn.

**II. Approval of the minutes of December 8, 1999**

The minutes of December 8 will be presented next month for approval.

**III. Approval of the agenda**

The agenda for January 19, 2000 was approved as distributed.

**IV. Report of the Steering Committee, K. Laughlin**

Because of the holiday break and the Martin Luther King Day holiday, the Steering Committee has had only one meeting since the last Senate meeting, on January 10. For the spring term, the Committee will meet on Mondays at 9:00 in the KMU meeting room, except in the weeks of our monthly meetings with President D'Alemberte.

Alan Mabe joined us at our January meeting to brief the Steering Committee on developments in **Distance Learning** and particularly a possible expansion of Masters degree offerings in the IDL mode. We expect further discussion of this topic at our meeting with President D'Alemberte on January 24.

As part of our **Memorials and Courtesies** program, the Steering Committee agreed to continue with our annual donation of \$500 to the University Libraries for purchasing books in memory of deceased faculty. We also spent considerable time discussing issues to place on the agenda for the **retreat of the Deans and Steering Committee** planned for the end of March.

Senate President Light and Senator Karen Laughlin also attended a meeting of the **Advisory Council of Faculty Senates** held at the Turlington Education Center in Tallahassee on January 14. This group is composed of representatives of the faculty senates of all of the ten state universities and provides a useful forum for exchange among these organizations as well as opportunities for interaction with the Board of Regents and BOR staff. At the January 14 meeting, the group was given updates on the BOR's legislative priorities, ongoing Presidential searches at UF and USF, and proposals for implementing Governor Bush's Talented 20 plan. We also drafted a letter to Governor Bush urging continued attention to maintaining both diversity and proportional representation on the BOR.

Finally, the Steering Committee wants to urge all Associate and Full Professors to consider submitting **proposals for President's Seminars** for the fall of 2000. These seminars play an important role in enhancing the intellectual climate of FSU for our entering freshmen. The application form and a syllabus for your proposed course should be submitted to the Office of the Dean of the Faculties through your department chair (or dean in schools without departments). Each individual or team offering a seminar during the 2000-2001 academic year will receive a grant of \$3000, to be used for faculty travel, equipment purchase, and/or any expenditure that fits within state guidelines. The President has set aside funding to support 33 seminars under this program for 2000-2001, and those who participated this past fall are again eligible. Faculty proposals must be received no later than January 21, 2000, to provide time to process them before the Registrar's deadline for the fall 2000 Schedule of Classes.

**V. Special Order: Ad Hoc Cost Study Committee, K. Kemper**

Members of the Committee: James Cobb (Economics), Paul Gross (Student Senate), Kirby Kemper (Physics, Chair), Robley Light (Chemistry, Ex-Officio), Timothy Matherly (Management, Ex-Officio) and Edward McIntyre (Accounting)

In Spring 1999, an ad-hoc committee was formed by Faculty Senate President Robley Light to study the perception of the faculty and staff of Florida State University that the cost of goods and services provided by campus maintenance and approved vendors were much higher than could be gotten by using outside vendors. There seemed to be the uneasy feeling that these higher charges were being used to transfer funds from academic units to administrative ones. The committee sent out an e-mail message to what is thought to be all department chairs and received back about 30 replies that contained specific jobs or goods for which it was felt charges were excessive. There were 5 responses that stated that charges were not too high. We received several responses dealing with the high cost of receptions on campus. The overcharge responses fell into five areas: 1) Food service/Marriott, 2) Bookstore and Office Supplies, 3) Phone service, 4) Maintenance/repairs and minor renovations 5) Copying/printing and mailing services.

A meeting was held this summer between the ad-hoc committee chair and vice-president Carnaghi and his staff members who were in charge of the specific areas of concern that had been raised by the department chairs. Representatives of the Bookstore and Marriott were also present. Further discussion by the ad-hoc committee members has resulted in the following report.

Our summary is that we could not uncover any cases where charges were egregious. It appears that often complying with State and Federal mandates results in charges for services that appear to be superficially high. It is obvious that departments and organizations are not receiving adequate explanations when they perceive that charges are excessive for work performed.

Our committee makes the following recommendations:

- 1) The Faculty Senate should assist the University Administration in deciding what services to fund from the general operating budget of the University and what should be funded from user taxes. For example, the Blue Light Trail is funded from a tax on each phone rather than from the general operating budget of the campus.
- 2) The Faculty Senate working with Vice President Carnaghi needs to develop a process for resolving a dispute between a department or group whom feels a charge is excessive and the provider of the service.
- 3) When a user believes that a quoted cost for a service is excessive, the supplier group should be required to present a detailed explanation of charges.
- 4) If the user department can obtain a lower quote from an outside supplier for the same work that meets all FSU requirements, the department should be allowed to use the outside supplier. If there is a compelling reason why FSU rather than an outside supplier should provide the service, a standing committee should review the case and make a recommendation as to a proper charge for the service.

In what follows is a report on our investigation into the cost of on campus goods and services with some specific problems highlighted and the explanation provided by Vice-President Carnaghi's staff.

The first thing that those of us in departments must understand is that as a public institution, we operate under a different set of rules than each of us does when having jobs done at home. For example, all building modifications must be in compliance with the American with Disabilities Act. Also, all on-campus food services must be backed by a \$10M liability insurance policy that must be paid for as part of the food service. Also, FSU has added 1.1M sq. ft of building space since 1989 that must be maintained with no corresponding increase in maintenance funds to do so. Just as departments have been squeezed in expense budgets, so has each of the operations part of the University. Costs in each of the areas of concern raised in our study are constantly looked at and compared to those of potential competitors

since each of the departments in the service area must pay for the same services when they require them, as does a department.

Now for some specific examples: An estimate to re-hinge a door so that it could swing out instead of in was \$5000. Reason: If the door is modified it must then comply with the ADA standards. The door width needed to be increased by 4 inches, which meant knocking out part of the surrounding concrete wall and installing a new door jam. The statement was made that if one hired someone to come into your house to do the job, they could do it for \$400. True, but chances are your home door might not be ADA compliant. Another example was re-keying a lock. The claim was that you could have someone come to your house to re-key a lock for \$50, but the University price was \$250. The explanation given was that the new keyway must fit all master keys such as police etc so that emergency personnel have access to the area. Also, ADA compliant door handles must replace doorknobs.

There are some changes being implemented. The major one is that new software is being installed that will allow different charges for different specialties in the maintenance area. At present they only have the ability to charge a single hourly rate for jobs done whereas if you have had jobs done at home you know that plumbers charge much more than say electricians. The new software will allow different charges for the different specialties. In fact it is expected that rates for jobs will drop by \$1.00 per hour in the coming year. There are presently about \$1.3M worth of services purchased from outside contractors per year by FSU with the number increasing each year. Experiments are constantly on going to test outsourcing such as contracting out custodial services for the Lab school. When outside services have been shown to provide the same level of performance at a reduced cost compared with the University service, the outside supplier has almost always been chosen.

A major source of complaints was in the catering area. One factor in Marriott's cost is that the on-campus food provider must have \$10M in liability insurance whereas outside companies only need \$1M in insurance. Mr. Medley, Marriott's on-campus director, stated that there are several options that have been used to reduce costs for events. There is a procedure for groups to request exceptions to using the Marriott Food Service and he stated that in the past several years there had only been 4 or 5 requests to use other vendors. They also have a no frills contract that has been used with student organizations. The main reason for many of the high charges seems to be that often catered functions take place when there are many simultaneous competing activities and Marriott must go outside their normal workers to recruit staff. The perception that this past year produced a major increase in costs arose because they had not raised prices in 3 years and then did so this year at once to make up for the previous lack of price rises. He stated that he is always willing to work with organizations to help them put on functions within their budgets if given enough time to prepare alternative proposals to the standard contracts.

There were many other issues discussed. For example, the funding of the Blue Light Safety Trail is done by charging each phone line \$0.74. There will be 180 such stations by this fall. Since there is no free lunch on campus, the Trail can be funded off the top from the University's yearly allocation or from the phone services. There are no outside revenue sources for this project so it must be funded from within the University resources. The move is on to make all university services self-supporting. This means that the subsidy that had been going to the on-campus post office has been stopped and the only way for the private company that has taken the task over to pay for themselves is to charge a premium for stamps, etc. The campus buses that go around must be funded somehow. At present it is funded from parking services. One suggestion is to institute basic transportation and infrastructure fees, which could be used for the buses and routine building maintenance.

In summary, we are all under tremendous pressure to survive on our budgets and that between increasing Federal regulations and the annual small increases in maintenance budgets, there will be no let up in these pressures. The perception that somebody or some group is making a big profit that is then diverted from academic uses to other uses doesn't occur. It is obvious that more explanation by the service groups as to the pressures on their budgets and explanations as to how charges are arrived at might help get rid of some of the myths regarding on-campus services.

The Faculty Senate can play a crucial role in deciding which services are University wide and so should be funded "off the top" from the University budget and which services should be funded by user taxes. It is our recommendation that the Faculty Senate proposes a mechanism for having such discussions and then sees that they are implemented.

## **VI. Reports of Standing Committees**

### **a. Library Committee, T. Hart**

The Library Committee has met regularly this academic year and has many items to consider before the end of the term. One issue the Committee has reviewed at length is requests from the School of Music and the School of Information Studies to have independent libraries. Below is a letter from Jane Robbins, Dean, School of Information Studies on this topic:

"As you are no doubt aware, the Faculty Senate Library Committee has voted to approve/endorse a three-year test of distributed library and information service through the Goldstein Library Science and Allen Music Libraries. Proposals in support of this request to transfer the administrative oversight to the Deans of the School of Information Studies and School of Music in order to design distributed user-centered library and information services were prepared and reviewed first by Provost Abele who

forwarded them to the University Senate Library committee for advice/response.

The digital age, in which we find ourselves, as we know, is profoundly effecting all of our institutions. It has allowed information services to be distributed to the individual user at his/her desktop or to the nearest library if the user lacks appropriate technology. Further, the digital age encourages various forms of economies of scale to be enabled through cooperative agreements; e.g., cooperative technical services and global information resource access.

The digital age allows the physically separate units of organizations; in this case branch libraries, to facilitate both user satisfaction and operational efficiencies. While the proposal calls for these libraries to be administratively independent from the University library, they will continue to be partners with the University library in searching for optimal efficiencies. In this era of rapid change in information technology and library operations, distributed administration should allow more nimble service to primary clientele while assuring service to all potential users. An added benefit will be encouraging experimentation in library operations and services.

Dean Piersol and I, along with Dan O. Clark, Allen Music Librarian and Eileen K. Smith, Acting Goldstein Librarian, will be pleased to answer any questions regarding our proposals should you require clarification. We urge you to advise the Provost to proceed with this experiment so that specifications can be further developed and the transition can take place in a well-managed fashion for full-implementation at the beginning of the 2001 Fiscal Year, July 1, 2000".

After several meetings, one exclusively devoted to discussing these proposals with Deans Robbins and Piersol, the committee voted to approve these proposals, without additional funding from resources allocated to the Director of Libraries. The Committee placed a three-year limit, at which time, information will be gathered to ascertain the effectiveness of this arrangement.

**VII. Unfinished Business**

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

**VIII. New Business**

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

**IX. University Welfare**

There were no items of University welfare for today's meeting.

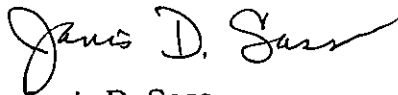
**X. Announcements of the President of the University**

President D'Alemberte reported the Legislature is now in session and the Governor's budget can be found on the web. The Governor is supportive of a medical school and the issue may go back to the BOR. The issue of separating faculty raises from staff is still under consideration.

The President encourages everyone to participate and enjoy the Arts Festival beginning next month.

**XI. Adjournment**

The meeting adjourned at 4:20 p.m.



Janis D. Sass  
Secretary to the Faculty