

**AGENDA
FACULTY SENATE MEETING
DODD HALL AUDITORIUM
March 20, 2002
3:35 p.m.**

- I. Approval of the minutes, February 20, 2002 meeting**
- II. Approval of the agenda, March 21, 2002 meeting**
- III. Report of the Steering Committee, V. Richard Auzenne**
- IV. Reports of Standing Committees**
 - a. Elections, T. McCaleb**
Nominations for the University Committee on Faculty Sabbaticals (only tenured faculty may nominate tenured faculty)
 - b. Student Academic Relations, P. Dalton**
- V. Unfinished Business**
- VI. New Business**
- VII. University Welfare**
- VIII. Announcements of Deans and administrative officers**
 - a. Althea Jenkins, Director, Libraries**
- IX. Announcements, Provost Abele**
- X. Announcements, President D'Alemberte**

**THE FIRST SENATE MEETING FOR THE 2002-2003 YEAR
WILL BE APRIL 17, 2002
DODD HALL AUDITORIUM**

Boal



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FACULTY SENATE MEETING
March 20, 2002
Dodd Hall Auditorium
3:35 p.m.

I. Regular Session

The last regular meeting of the 2001-2002 Faculty Senate was held on Wednesday, March 20, 2002. Senate President Karen Laughlin presided.

The following members were absent. Alternates are listed in parentheses: T. Anderson, B. Atkins, R. Atkinson, D. Boroto, J. Bowers, R. Braswell, E. Collins, S. Colombo, C. Connerly, P. Dalton, B. English, L. Epstein, C. Figley (T. Gomory), G. Fournier, M. Freeman, P. Garretson, J. Grant, H. Hawkins, S. Huckaba, B. Jordan, F. Jordan, N. Jumonville, J. Kelsay (A. Kalbian), D. Ketchen, T. Lee, W. Leparulo, R. Mariscal, T. McCaleb, E. McDuffie, R. Neuman, A. Oosterhof, G. Papagiannis, M. Pietralunga, P. Ray, R. Reeves, D. Scott-Simmons, D. Seaton (M. Allen), J. Sickinger, P. Simmonds, F. Simons, J. Standley, B. Stiffler, J. Tull (J. Cowart), F. Vickory, P. Xiong.

II. Approval of the minutes

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

III. Approval of the agenda

The agenda was amended to allow Althea Jenkins, Director of University Libraries, to make her report earlier in the meeting. The amended agenda was approved.

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

The Steering Committee has met three times since the last Senate Meeting. President D'Alemberte was unavailable to meet with us for our monthly meeting, however Provost Abele provided updates on the Legislative Budget. House and Senate Budget proposals are still in flux but prospects for PECO funding have significantly improved.

The Steering Committee reviewed with the Provost the University policy regarding the process for development and review of the University Mission Statement. The President, with the Provost and the Dean of the Faculties, initiates this process and develops proposed revisions. The Faculty Senate Steering Committee then reviews the proposed changes and makes recommendations to the President. The Provost agreed that

these procedures should remain in force. A document outlining this process will be included in a codified FSU procedures manual that is being developed as part of the Governance transition.

The Provost assured the Steering Committee that he would provide job descriptions for the Dean of the Faculties and the Dean of Graduate Studies positions as soon as possible. He also indicated that he does not anticipate any major changes in the positions but that the Dean of the Faculties position might include increased emphasis on providing workshops and enhanced training for department chairs. The Steering Committee strongly recommended that the Dean of the Faculties search take place during the summer in order to allow ample time for the incoming Dean to work with Dean Edwards.

We inquired about the upcoming search for the Dean of Undergraduate Studies. The Provost reported that Pat Hayward, Vice president for Academic Affairs, is assembling a search committee and that the search will begin shortly.

We also discussed Promotion and Tenure Procedures and the involvement of the Florida Board of Education and the Board of Trustees in this year's decisions. With the Type II transfer, final authority for promotion and tenure decisions now rests with the FBOE, but the Provost anticipates that the FBOE will delegate this task to the BOT sometime this spring.

The Provost agreed to provide the Faculty Senate with a separate budget to support costs for printing, catering, travel, and other expenses.

The Provost reported that the Appeal of the LCME decision regarding accreditation of the Medical School has been completed and will be presented on April 3rd. He is optimistic that the report addressed all of the concerns cited by the committee.

Since the President was not available for this meeting, the Steering Committee did not have an opportunity to discuss his response to the United Students Against Sweatshops on the question of FSU's membership in the WRC (Workers Rights Consortium).

In other business, Senate President Karen Laughlin reported to the Steering Committee on a recent meeting that was held to discuss the Chancellor's Memoranda that have been rescinded by the FBOE. The Senate, through the Steering Committee, has been asked to make recommendations regarding memoranda on Faculty Awards for Excellence in Undergraduate Teaching and Advising, Oral English Proficiency for Classroom Instruction, and the State University System Student Assessment of Instruction (SUSSAI).

In regard to Faculty awards, the Steering Committee agreed that we should urge the Board of Trustees to continue these awards using the current selection procedures.

Regarding Oral English Proficiency for Classroom Instruction, the Steering Committee agreed to refer the aspect of this policy pertaining to Teaching Assistants to the GPC. The GPC will be asked to survey individual departments, inquiring which method they currently use to evaluate and certify oral English Proficiency. After reviewing the GPC recommendations the Steering Committee will develop a proposed policy for certifying Oral English Proficiency to forward to the Dean of the Faculties.

The discussion on SUSSAI yielded a decision to put forward to the full Senate a motion for discussion at today's meeting. The Steering Committee does not have a recommendation on this motion and wishes advice from the Senate now that the Chancellor's Memorandum implementing the SUSSAI and specifying its use in faculty evaluation has been rescinded.

In lieu of a formal orientation meeting, the Steering Committee agreed that an Orientation Packet should be distributed to all Senators before the next Senate meeting in April.

The Steering Committee met with the Dean of the Faculties, Steve Edwards, to discuss involvement of the FSU Board of Trustees in this year's Promotion and Tenure decisions, the FSU Mission Statement development process, and faculty senate representation for the College of Medicine. A new Senator for the Medical School has now been elected.

The Steering Committee also met with George Bates, chair of the GPC, to discuss a proposal regarding conflict of interest on Doctoral Committees. The Steering Committee asked the GPC to consider making minor modifications to their proposed policy. He will be reporting on this matter later in today's meeting.

Senate President Karen Laughlin and Senator Valliere Richard Auzenne attended the Board of Trustees Conference Call Meeting on March 18th. In her formal remarks to the board, President Laughlin thanked Chairman Thrasher for addressing the February 20th meeting of the Faculty Senate. She also informed the board about Senate actions to develop policies regarding the FSU Mission Statement and in response to the rescinded Chancellor's Memoranda mentioned earlier in this report. Chairman Thrasher and President D'Alemberte both assured President Laughlin that support for Faculty Teaching and Advising awards will continue. She also announced that the Steering Committee has now appointed faculty liaisons to each of the boards' sub-committees. The liaisons are as follows: Engineering: Perrin Wright and Robley Light; Audit: Fred Standley; Finance & Administration: Jim Cobbe; Legislative:

Karen Laughlin and Valliere Richard Auzenne; Strategic Planning: Cliff Madsen and Karen Laughlin; and Student Judicial Process: Marilyn Young.

Senate President Karen Laughlin and Senator Valliere Richard Auzenne attended the Board of Trustees ad hoc Legislative Committee meeting. Today Senator Perrin Wright is attending the meeting of the Board of Trustees ad hoc committee on Engineering.

V. Announcements of Deans and administrative officers
a. Althea Jenkins, Director of University Libraries

Dr. Jenkins emphasized her view that our libraries are the heart of the institution and noted that the FSU libraries serve the region as well as the FSU campus. She is encouraged by the relationship established between the libraries and the Faculty Senate Library Committee, and expressed her appreciation to Library Committee Chair, Randy Rill.

Dr. Jenkins outlined a few of her short-term goals: engaging the University community in thinking strategically about the libraries' mission; analyzing the current status of collections and resources with a view to developing new resources and services; improving communication between librarians and university faculty; and making the library facilities (and particularly Strozier Library) more inviting. She also pointed to the recent introduction of EXPLORER, a newsletter printed twice a year plus a weekly E-NEWS update on library activities as well as the libraries' annual report. She plans to meet with each Dean to ascertain the educational impact their units have on library resources and to help develop better and more appropriately applied technologies through ACNS. She also stressed the importance of creating an infrastructure for information literacy, teaching how to navigate and evaluate good information from a list of available websites.

VI. Reports of Standing Committee
a. Student Academic Relations, P. Dalton

Professor Dalton reported that the Student Academic Relations Committee is a committee of last resort for students who think that decisions about their academic work have been made improperly or unprofessionally in colleges or schools. This is not a grade appeals committee.

We handle 6 - 8 cases per year with a committee of five faculty members and 1 undergraduate and 1 graduate student. Cases are confidential and the findings of the committee are sent to the Provost as advisory.

b. Elections, J. Cobbe

Professor Cobbe opened the floor for nominations for the University Committee on Faculty Sabbaticals. No nominations were made. Senators were encouraged to forward names to Janis Sass, Secretary to the Faculty, before the ballot is mailed.

c. Graduate Policy, G. Bates

The first paragraph below is the current description of the University-wide requirements concerning composition of doctoral supervisory committees as it appears in the Graduate Bulletin. The second paragraph is an addition to this section of the bulletin, and is intended to clarify the role of the representative-at-large on doctoral committees and to give guidance about who should (or rather should not) be selected as the representative-at-large. This new paragraph resulted from a specific faculty concern that was brought to the Graduate Policy Committee. After discussion, the GPC passed the paragraph below, it has also been approved by the Steering Committee:

Supervisory Committee

Upon the request of the major professor, the departmental chair will appoint the supervisory committee, which will be in charge of the work of the student until the completion of all requirements for the degree. The supervisory committee will consist of a minimum of three members of the graduate faculty who have doctoral directive status, one of whom is a representative-at-large of the graduate faculty drawn from outside the student's department. Additional members may be appointed if deemed desirable. All members of the committee must hold at least master's directive status. Each year they will assess the progress of the student in writing and will make available copies of their assessment to the student, the departmental chair, and the academic dean. The Dean of Graduate Studies, the academic dean, and the chair of the major department may attend committee meetings as nonvoting members. Notification of the final committee will be reported to the Dean of Graduate Studies. Non-graduate faculty may assist a student on a supervisory committee, but cannot vote or sign the dissertation.

The representative-at-large of the graduate faculty is responsible for ensuring that University policies are followed, and that decisions made by the supervisory committee reflect the collective judgment of the committee. Therefore, the graduate faculty representative must be someone who is free of conflicts of interest with other members of the committee. If questions arise they should be referred to the Dean of Graduate Studies for resolution.

After discussion, the Senate accepted this report.

VII. Unfinished Business

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

VIII. New Business

As part of the governance reorganization review, several Chancellors' Memoranda have been rescinded. One of importance is the memorandum that implemented the State University System Student Assessment Instruction (SUSSAI). As a means of beginning discussion, the Steering Committee proposes this motion:

The Senate authorizes the Steering Committee to appoint a task force to address the question of policies and procedures for student assessment of instruction.

The Senate received background information from Professors Fred Standley and Marilyn Young.

Professor Standley reported as follows: I have been told by more than one person that comments coming from the Provost's office indicate a belief by someone in that office that there was a cause and effect relationship between the inability of the FSU Faculty Senate to come to a conclusion about student evaluation of instruction and the development of the SUSSAI. Nothing could be further from the truth.

In 1994-95 the official university-wide document for student evaluation of faculty on this campus was the SIRS, and this had been the case for several years prior to that time. At this time, the student governments' system-wide organization complained that teaching evaluation documents on the campuses were not public records and therefore unavailable to them. In response, the BOR decreed that a committee would develop a document for such purposes that would be applicable system-wide and that would be exempt from the protection of the exclusionary regulation regarding evaluation materials. Ken Brewer and Marilyn Young, then president of the Senate, served on that committee which produced the SUSSAI. The BOR mandated in January and March of 1995 that henceforth the SUSSAI would be administered in all courses on all campuses, but the BOR did not prevent any university from using additional instruments if the individual campuses desired. At this campus we initially still used SIRS in addition to SUSSAI, and then in the spring of 1996 the Senate said that schools and colleges could decide for themselves if they wished to continue that practice of using SIRS or develop instruments for themselves. At the same time we appointed the Evaluation Taskforce that ultimately mandated that departments be given the option of using SIRS or another departmental instrument in addition to SUSSAI. It is very important to the future discussion of evaluation of teaching that we have an accurate presentation of that

history in order to address the current situation of evaluation. There is a good deal more to say on this issue but this is enough to get us started in the appropriate direction. Marilyn's historical perspective about the working of that BOR committee and its goals are very relevant to these questions also.

Professor Young, who served on the original committee, restated that the SUSSAI was intended as a means for students to help with decisions in choosing classes and that it was never intended for use as a means of evaluating faculty. Its eventual uses were defined by the Chancellor's Memoranda issued after the SUSSAI instrument was developed. The questions were designed to provide the kinds of information students would want to have. No formal validation of the instrument was performed and the committee did not consider its use in relation to employment issues. The current FSU Faculty Senate policy regarding student evaluation was developed because of the Chancellor's memorandum and the need to bring our policy in line with BOR policy.

Senators raised a number of concerns, including questions about the ways the SUSSAI are currently used and about the success of the instrument in fulfilling its original intent. These comments made it clear that this issue needs further Senate review and discussion.

IX. Announcements, Provost Abele

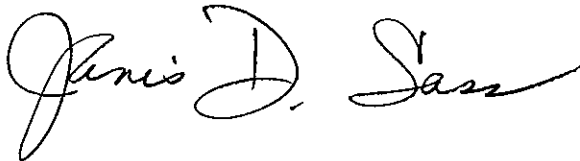
Provost Abele was not able to attend today's meeting.

X. Announcements, President D'Alemberte

President D'Alemberte was not able to attend today's meeting.

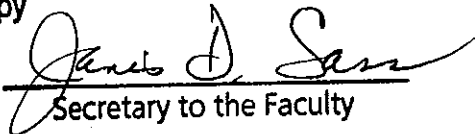
XI. Adjournment

The meeting adjourned at 5:20



Janis D. Sass
Secretary to the Faculty

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by 
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