



The Florida State University
Tallahassee, Florida 32306-1030

Faculty Senate
904-644-6876

AGENDA
FACULTY SENATE MEETING
DODD HALL AUDITORIUM
March 19, 1997
3:45 p.m.

- I. Approval of the minutes of the February 19, 1997 meeting
- II. Approval of the agenda for the March 19, 1997 meeting
- III. Report of the Steering Committee, J. Macmillan
- IV. Reports of Standing Committees
 - a. **Elections Committee, V. Richard**
Nominations for the University Committee on Faculty Sabbaticals (only tenured faculty may nominate tenured faculty)

Nominations for the Professional Relations & Welfare Committee; 2-Arts Sciences, 1-Business, 1-Criminology & Criminal Justice, 1-Engineering, 1-Education, 1- Music 1-Theatre.

Nominations for the Grievance Committee; 2-Arts & Sciences, 1-Business, 1-Criminology & Criminal Justice, 1-Education, 1-Engineering, 1-Theatre, 1-Visual Arts & Dance.
 - b. **Graduate Policy Committee, J. Standley**
- V. Unfinished Business
- VI. New Business
- VII. University Welfare
- VIII. Announcements of Deans and other administrative officers
 - a. Lawrence Abele, Provost and Vice President for Academic Affairs
- IX. Announcements of the President of the University

**THE FIRST REGULAR SENATE MEETING FOR THE 1997-1998
YEAR WILL BE HELD ON APRIL 16 IN DODD HALL AUDITORIUM**



The Florida State University
Tallahassee, Florida 32306-1030

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FACULTY SENATE MEETING
March 19, 1997
Dodd Hall Auditorium

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Dean of the Faculties Office

I. Regular Session

The regular session of the 1996-1997 Faculty Senate met on Wednesday, March 19, 1997 at 3:45 p.m. Senate President Cowart presided.

The following members were absent. Alternates who were present are listed in parentheses. J. Altholz, G. Bates, J. Bowers, P. Bowers, J. Bowman, R. Braswell, J. Cobbe, B. Colombo, W. Cooper, R. Crew, R. Dunham (Leslie Riggan), P. Garretson, P. Gielisse, A. Gometz, J. Graham-Jones, M. Hardy, K. Harris, A. Hirsch, C. Imwold, E. Klassen, S. MacNamara (C. Hardin), R. Mariscal, P. Maroney, L. Matriogiacomo, T. Matherly, T. Moerland, R. Naasgard, J. Ohlin (Ron Braswell), I. Padavic (Jan Kodras), T. Parsons, G. Peterson, M. Pietranlunga, J. Sampson, D. Schwartz (Ernest McDuffie), J. Simmons, J. Standley, J. Teiheit -Fisk, J. Tull, F. Vickory, G. Waldo, E. Walker (Helen Burke), L. Walters, D. Wong, P. Wright.

II. Approval of the Minutes

The minutes of February 19, 1997 were approved as distributed with the following change made on page two, number eight, line four of the Steering Committee Report. It should read "The School of Library and Information Studies should be changed to the School of Information Studies."

III. Approval of the Agenda

The agenda was approved as distributed.

IV. Report of the Steering Committee, J. Macmillan

Since the February 19 meeting of the Senate, the Steering Committee has met three times; we met with President D'Alemberte, Provost Abele, and Councilor Alan Sundberg on February 24 and with Dean Alan Mabe on March 17; President Cowart attended the Board of Regents Meeting in Tallahassee on March 14 and 15.

The following issues have been discussed:

1. With the President and Provost, we discussed the FSU legislative program. Provost Abele may report on this later in the meeting.
2. We also discussed questions having to do with the mix of students at FSU in future years. The tenuousness of affirmative action admissions policies is a feature in all such discussions; we are jointly concerned that an adequate policy-making board be up on this area and others having to do with "enrollment management."

3. We have received the report of the ad hoc committee on Sustained Performance Evaluation procedures. That report will be presented at the April meeting of the Senate.

4. With Dean Mabe we discussed the standards for teaching assistants that will come before the Senate today in a recommendation from the GPC; we also discussed the financing of tuition waivers for graduate students.

V. Reports of Standing Committees

a. Elections Committee, V. Richard

Professor Richard opened the floor for additional nominations to the University Committee on Faculty Sabbaticals. Senators were reminded that only tenured faculty may make nominations. The list of nominations received by mail ballot is attached as addendum 1. The following names were nominated and seconded by the floor:

1. Douglass Seaton
2. Irene Padavic
3. Dennis Moore

Professor Richard opened the floor for additional nominations to the Grievance and Professional Relations and Welfare Committees. Senators were reminded that only tenured faculty may make nominations. There were no additional nominations. The list of nominations received by mail ballot is attached as addendum 2. Ballots for voting on these committees will be mailed out in the coming weeks.

b. Graduate Policy Committee, L. Goldsmith for Jayne Standley

Professor Goldsmith presented the following two motions to the Senate for approval:

1) The College of Law may use its own grading system for the official grades and transcripts of law students.

Rationale: Currently, the College of Law uses a 60-100 grading scale which is compatible with other Law schools. These grades are then converted to the University 4.0 plus/minus grading scale for the student's official transcript, a system which is basically incompatible with theirs. This produces inconsistencies in reported grades and GPA's, especially inconsistencies with the reporting of other Law Schools. The Law School and the Dean of the Faculties office affirm that Max Carraway is supportive of this change and reports that his systems are capable of recording grades according to the Law School system.

The motion was adopted by the Faculty Senate.

2) Approval of the University-wide standards for teaching assistants at Florida State University. (The proposal is attached as Addendum 3.)

The floor was opened for discussion. Dr. Alan Mabe, Dean of Graduate Studies, was present to address comments and/or questions.

Senator Charles Billing proposed the following amendment to the motion:

On page two under the heading *Equivalent Previous Experience and Emergencies* the following should read: "Individual students who through previous preparation or teaching experience have demonstrated knowledge and strong teaching skills, can be exempt from some of the requirements in 2-7, as appropriate, by certification of the program chair."

The amendment was adopted by the Faculty Senate.

The motion as amended was adopted by the Faculty Senate.

VI. Unfinished Business

There were no items of unfinished business.

VII. New Business

The following motion was brought to the floor by Senator Beckham and was seconded by Marilyn Young:

To establish a Senate Committee that would review the evaluation procedures of PEP candidates for the upcoming year.

The floor was then opened for discussion. Dean Edwards reminded the Senate that a University PEP Committee was already in existence to address this matter. The PEP process tracts the tenure and promotion process. The committee members are attached as Addendum 4. The University PEP Committee, according to Dean Edwards, expects to have a list of new procedures in the Fall that will come before the Senate in September of 1997 for clarification and review.

The motion was withdrawn by Senator Beckham and Marilyn Young.

VIII. University Welfare

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

IX. Announcements of Deans and other administrative officers

Provost Abele answered questions from the floor pertaining to the University PEP process. He also discussed the legislative agenda and listed FSU's top four priorities. They are: 1) Salary adjustments, 2) To take care of old business, specifically the Appleton Museum, 3) To address the issue of waivers, and 4) The technology fee and tuition increase.

X. Announcements of the President of the University

President D'Alemberte discussed advances and allocation of funds in higher education and stated that it is a high priority with the state legislature. He also discussed the new administrative appointments with Sandra Rackley appointed as Dean of Undergraduate Studies and Councilor Alan Sundberg as the new General Counsel.

The President also added that FSU's 200 Million Dollar Campaign was increased to 250 million and that already 236 million had been raised. He also stated that the endowment has now surpassed the 100 Million Dollar mark. The President then proceeded to answer questions from the floor and remind everyone that FSU's 50th Anniversary celebration, "Ten Days of Gold", will take place April 4-13.

XI. Adjournment

The meeting adjourned at 5:00 p.m.

Jennifer Albee
Assistant to the Secretary to the Faculty Senate

The following names were submitted by ballot:

SABBATICAL COMMITTEE NOMINATIONS:

George Blakely

Charles Wm. Conaway

Jeanne Heitmeyer

Judith Irvin

Mark Pietralunga

Christine Readdick

Patricia Stanley

Patricia H. Young

The following is a list of current members and their terms:

Alvin Stauber, 1997

Lorie Walters, 1997

Gregory Riccardi, 1997

Amy Wetherby, 1997

David Quadagno, 1998

Carolyn Steele, 1998

Rodney Allen, 1998

Karen Glendenning, 1998

David Rasmussen

The following names were submitted by the respective colleges or departments:

**Professional Relations and
Welfare Committee**
List of Eligible Faculty:

Arts & Sciences

**Naresh Dalal
Betty Dessants
James Meyer
Jim Sickinger**

Business

**Bill Anthony
Bob Brymer**

Criminology

**Stephanie Bush-Baskette
Laurin Wollan**

Education

**Frank Brooks
Jean Mundy**

Engineering

Fred O. Simmons

Music

**Michael Allen
Michelle Stebleton**

Theatre

**Michael Richey
Michael Zelenak**

Grievance Committee
List of Eligible Faculty:

Arts & Sciences

**Myles Hollander
Maria Morales
Sharon Nicholson
Christopher Pfaff**

Business

**Glenn Boggs
Jack Fiorito**

Criminology

**Ted Chiricos
Lori Fridell**

Education

**Carolyn Piazza
Emanuel Shargel**

Engineering

**Peter Gielesse
Tom Harrison**

Theatre

**Pat Simmons
Ed Smith**

Visual Arts & Dance

**Charles Dykes
Terry Lindbloom**

***The current membership list is attached.

University-wide Standards for Teaching Assistants at Florida State University

These are University-wide standards that any student would meet prior to assuming one of the various instructional roles. Departments may have additional standards, or may arrange to have a different way for the student to meet the University-wide standards.

These are meant to be university-wide minimum standards; departments may adopt additional or more stringent standards.

Graduate Programs which do not use graduate students in instructional roles would not be affected by these standards. They are meant to cover the formal use of teaching assistants in course instruction. Extra help sessions and voluntary tutorials in addition to regular class meetings would not normally fall under these requirements.

Proposed University-wide Standards for Teaching Assistants

General: Each program would have a discipline-specific teaching manual for its teaching assistants which would supplement the university teaching manual.

Requirements for Different Levels of Instruction:

1. *Grader*
 - a program specific statement of standards for graders

2. *Recitation/discussion section*
 - undergraduate degree in discipline or related field
 - some graduate work completed or enrolled for
 - PIE program (beginning of term sessions) or departmental equivalent
 - faculty supervision

3. *Lab section*
 - major in the discipline
 - specific instruction in laboratory demonstration
 - PIE program or departmental equivalent orientation
 - supervision by senior lab assistant /or faculty

Course level types 4-7 presume the teaching assistant is providing the primary instruction in the course.

4. *Lower-level course*
 - 18 hours of graduate work in teaching discipline
 - PIE program (beginning of term sessions and some workshops) or departmental equivalent
 - student participation in a "teaching in the discipline" course or equivalent departmental orientation
 - faculty supervision

5. *Liberal studies course*

- 18 hours of graduate work in teaching discipline
- PIE program (beginning of term sessions and some workshops) or departmental equivalent
- student participation in a "teaching in the discipline" course or equivalent departmental orientation
- faculty supervision

6. *Upper-level non-major non-liberal studies course*

- Master's degree or equivalent
- PIE program (beginning of term sessions and some workshops) or departmental equivalent
- student participation in a "teaching in the discipline" course or equivalent departmental orientation
- faculty supervision

7. *Upper-level major course*

- Master's degree or equivalent
- enrolled in doctoral level course work and strongly encouraged to have completed two semesters of doctoral level course work
- PIE program (beginning of term sessions and some workshops) or departmental equivalent
- student participation in a "teaching in the discipline" course or equivalent departmental orientation
- faculty supervision available

Requirement for all graduate students providing instruction of types 2-7:

All potential teaching assistants must meet the BOR and University requirements for spoken English language competence as detailed in 7.8.1 and 7.8.2 in the *Faculty Handbook, 1991*. (pp. 109-110)

Equivalent Previous Experience and Emergencies.

With the exception of the 18-hours-in-the-discipline rule for primary instruction which is mandated by the Commission on Colleges (SACS), the following options will be available to deal with special circumstances:

Individual students who through previous preparation or teaching experience have demonstrated knowledge and strong teaching skills, can be exempt from some of the requirements in 2-7, as appropriate, by certification of the program chair.

In an emergency a department may appoint a graduate teaching assistant who has not met all the University-wide requirements for that level of appointment if there is an assurance that the student will meet the requirements by the end of the term in which the student is teaching.



The Florida State University
Tallahassee, Florida 32306-1030

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February 12, 1997

MEMORANDUM

TO: 1996-97 UNIVERSITY PROFESSORIAL EXCELLENCE PROGRAM COMMITTEE

College of Arts and Sciences

Stan Gontarski, English
John E. Kelsay, Religion
Mark Pietralunga, Modern Languages
Doran Nof, Oceanography
Mark Riley, Physics

College of Business

Alvin Stauber, Risk Management & Insurance
Robert Zmud, Information Management Systems

College of Communication

Richard E. Ham, Communication Disorders

School of Criminology and Criminal Justice

Todd Clear

College of Education

Joe Beckham, Educational Leadership
Sande Milton, Educational Foundations and Policy Studies

College of Engineering

Michael Peters, Chemical Engineering

College of Human Sciences

Rinn Cloud, Textiles & Consumer Sciences

College of Law

Ken Vinson

School of Library and Information Studies

John N. DePew

School of Motion Picture, Television & Recording Arts

Peter Stowell

School of Music

Leonard Mastrogiacomo

School of Nursing

Deborah Frank

College of Social Sciences

Jim Cobbe, Economics
Barney Warf, Geography

School of Social Work

Thomas Smith

School of Theatre

Pat M. Simmons

School of Visual Arts and Dance

Sally McRorie

Library Representative

Lucia Patrick

FROM: Steve Edwards, Dean of the Faculties

Steve Edwards

RE: Procedures of Committee

We have received 85 binders which are arranged alphabetically in room 312 WES. The appeal binders are expected by the end of this week and will be arranged separately after the other binders. A manila envelope has been prepared and is available in 312 WES for each committee member which includes a list of all candidates, summary sheets, and a rating sheet for your assignment. For admission to 312 WES at night and on weekends, go to Campus Security Office (FSU Police) at rear of Westcott Auditorium. Please leave your rating sheets with Linda Gross by noon on Monday, March 3. The Committee will meet on Thursday, March 6, at 8:00 a.m. in 201 Westcott to make recommendations for PEP awards. It is imperative that all members attend this meeting. A light continental breakfast will be available.