



The Florida State University
Tallahassee, Florida 32306-1030

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AGENDA
FACULTY SENATE MEETING
103 Dodd Hall Auditorium
November 9, 1994
3:45 p.m.

- I. Approval of the minutes of the October 12 meeting
- II. Approval of the agenda for the November 9, 1994 meeting
- III. Report of the Steering Committee, M. Cowart
- IV. Special Order
Report on Southern Accreditation of Colleges and Schools
(SACS), A. Mabe
- V. Unfinished Business
- VI. New Business
Informal Discussion - Evaluation of Instruction and SIRS
(The Steering Committee has appointed a committee to review issues surrounding the evaluation of instruction and the use of the SIRS instrument. This discussion is designed to inform members of the committee about the specific concerns of faculty before the committee begins its deliberations. No action will be taken, however, we hope Senators and non-senators will participate in the discussion.)
- VII. University Welfare
- VIII. Announcements of Deans and other administrative officers
- IX. Announcements of the President of the University

ANNOUNCEMENT

**THE NEXT MEETING OF THE FACULTY SENATE WILL
BE IN THE UNIVERSITY CENTER ON DECEMBER 7.
TOURS OF THE CENTER WILL BE CONDUCTED.**



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**FACULTY SENATE MEETING
NOVEMBER 9, 1994
DODD HALL AUDITORIUM
3:45 p.m.**

I. Regular Session

The 1994-1995 Faculty Senate met in regular session on Wednesday, November 9, 1994 in Dodd Hall Auditorium. Senate President Marilyn Young presided.

The following members were absent. Alternates who were present are listed in parenthesis. D. Boroto, B. Braendlin, J. Bryant, C. Darling (C. Readdick), S. Feteih, L. Galbraith, C. Gorsuch, L. Gould, C. Hardiman, A. Hollander, C. Imwold, N. Jumonville, M. Launer, CJB Macmillan, R. Marshall (J. Pitts), N. Mears, G. Mitchell, J. Morse, P. Murphy, W. Oldson, C. Patrick, G. Peterson (S. Merydith), V. Ping, M. Ponce, H. Prosper, D. Rasmussen, D. Seaton, B. Shellahamer, B. Solecki (B. Warf), P. Strait, F. Vickory, P. Wainwright.

R. Turner was absent from last month's meeting. The alternate for him was Jim Pitts.

II. Approval of the Minutes

The minutes of October 12 were approved as distributed.

III. Approval of the Agenda

The agenda for the November 9 meeting was approved with the following addition. Under item VI, New Business, Senate President Young will read a statement from President D'Alemberte concerning his recent announcement appointing Lawrence Abele as Provost. The Senate approved the amended agenda.

IV. Report of the Steering Committee, M. Cowart

Since the last Senate meeting in October, the Steering Committee has met weekly. The Committee met twice with the President, and once with Interim Provost Abele. In addition, the Steering Committee has interviewed candidates for the Employee Assistance Program position. Steering Committee member Tim Matherly is serving on the Search Committee for the University Police Chief. Among the items discussed since the last meeting of the Senate are:

***Meeting with the President.** At the meetings with the President, the Steering Committee discussed the Provost search and the need for faculty to participate in the process of searching for

academic administrative positions through representation on search committees. Two weeks ago, the President shared his desire to name a Provost in the near future. After lengthy discussion with the President and in subsequent committee meetings, the Steering Committee adopted the following motion and forwarded it to the President last Wednesday:

"Because it is part of our tradition, and of the tradition of the academy, to conduct searches for major administrative and academic positions, the Steering Committee of the Faculty Senate urges you (President D'Alemberte) to conduct a full, open, and honest search for a person to fill the post of Provost."

We made clear that we were not taking issue with any potential candidate, but were concerned about two points. The first is the lack of diversity among senior administrators, and the second is that there be a genuine process that included faculty involvement.

Yesterday, the President came to the Steering Committee to thank us for expressing our views on behalf of the faculty, and to share his decision to name Larry Abele to the position of Provost. He affirmed that he would attend a meeting of the Senate in the near future to discuss his decision with the faculty. Later in this meeting President Young will read a statement written by the President for today's meeting of the Senate.

***Meeting with the Provost.** At the meeting with the Provost, the Steering Committee discussed corridor issues and the TIP deadlines. We appreciate the Provost's assistance in relaxing the deadlines. The Provost has also asked the Steering Committee to review and address relevant portions of the SACS visitors report. We will be referring those items to the appropriate committees in the near future.

***Other Meetings of Interest.** The Steering Committee met with the Director of the SUS University Press. The Director indicated that there would not be an FSU imprint on publications of the Press in the near future. The Steering Committee also met with the Dean of Undergraduate Studies to discuss issues related to admissions, enrollment and the BOR corridor.

***Update on Committees.** The chair of the ad hoc Teaching Evaluation Committee will be Professor Jack Taylor of the School of Music.

As of today, the Senate Computing and Information Resources Committee has not elected a chair. Important issues related to a distributive academic computing system will need to be dealt with by this committee this year.

V. Special Order
Report on Southern Accreditation of Colleges and
Schools (SACS), A. Mabe

Mr. Mabe reported on the recent stages of the SACS reaffirmation process. The University received reports from reaffirmation committees for the main campus and for the Panama Canal Branch. A plan has been developed to respond to the recommendations and suggestions in the two reports and to the implementation plan developed as part of the University's self-study. On the basis of that plan the University sent its responses to the recommendations and suggestions of the two committees to the Commission on Colleges on November 1. The University will need to follow up with additional reports as it completes aspects of the plan. The reports by the two reaffirmation committees and the University's plan of response are on reserve in Strozier Library, and the University Plan is available on the Seminole Network under "information for employees." These items have been distributed to the Faculty Senate Steering Committee, deans, and vice presidents.

The reports included a number of compliments and commendations for the University. Among items praised were the chapters on Educational Support Services and the University's Twenty-First Century Goals; the Statement on Values, which was described as an exemplary document; the Florida State Accountability Plan; the Joint Engineering College; the University's commitment to the Music program; the University's efforts in enhancing diversity in its student body, particularly in Education, Engineering, Business, and Social Work; and Student Affairs for its research, assessment, and planning functions.

The following assessments by the reaffirmation committee for the main campus set the stage for the identification of problems and for the recommendations and suggestions:

"The Florida State University has clearly defined its purpose as a comprehensive research university which intends to meet not only the educational needs of the State of Florida, but also to function as a world class research institution. Its faculty include individuals of recognized national and international stature in several disciplines, and the University is striving to earn greater recognition and to excel among the top educational institutions in the country. There is evidence that The Florida State University has taken comprehensive steps to evaluate systematically the results of its educational efforts in order to improve its programs, research and service in all areas....The Florida State University aspires to become one of the top 25 public institutions of higher learning, an ambition but attainable goal." [p. 10, 105]

A range of problems were identified by the visiting committee. Most revolved around not giving enough attention to goal setting, particularly at the University level, not having sufficient planning and evaluation processes in place, and where data was available some doubt about its usage in decision making. The diminished resource base was a matter of great concern to the committee, as was the reduction in and distribution of faculty and the increased reliance on graduate assistants. Faculty salaries were identified as a major problem with the potential to inflict serious harm on the institution.

Mr. Mabe described a selected number of the recommendations and suggestions. [All the recommendations and suggestions by the two committees are attached to this document as Addendum 1.]

The reaffirmation report for the main campus contains an evaluation of each college or school.

The plan for response to the reaffirmation committees combines the recommendations and suggestions from the two reports into a single plan. That plan establishes three major new committees, uses an already existing committee, and directs several issues to the Faculty Senate for their consideration. The three new committees:

Goals and Accountability: Explore the issue of goal setting, planning, evaluation and use of the results.

Data Generation and Usage: Assess what data we have, what is needed and recommend a plan for making that data available for academic decision making at all levels.

Panama Canal Branch: Review and make recommendations regarding the future of the Panama Canal Branch.

The *Council on Teaching* will be used to address issues having to do with teaching especially the use of teaching assistants in instruction.

The Faculty Senate has been asked to address the recommendation regarding an oral communication requirement, matters having to do with library space, and issues having to do with computer access.

The Dean of the Faculties' Office will address the issue of requiring 18 hours in the teaching discipline for teaching assistants who are instructors of record.

Several recommendations to the BOR have been conveyed to the Chancellor.

The Director of College Programs will extend the University Accountability Plan to the Panama Canal Branch and address resource and administrative issues there.

The President and Provost will address salary and resource issues.

VI. Unfinished Business

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

VII. New Business

a. Statement from President D'Alemberte

Senate President Young read the following the statement from President D'Alemberte:

"Yesterday, I appointed Larry Abele as our Provost. As you know, Larry has served as interim Provost since last July. Earlier, I had intended to continue a national search and I had told many of you that was my intention. In the last few weeks however, as I have talked to faculty and deans across the University, I have become convinced that instability is adversely affecting not only the central administration, but the University as well. Even though Senate Steering Committee and others indicated a preference for a national search, I have decided that we cannot afford the time that such a search would require. I believe Larry Abele has the qualifications and the dedication required for the Provost position, and I am sure he will provide us with excellent leadership.

Let me make one other point, this decision does not mean that I am starting a new style of University governance. I have consulted with faculty and especially with the Steering Committee on all major issues and I will continue to do so. I believe faculty should participate in University governance."

This statement prompted the following resolution from Senator Cobbe:

Whereas:

Effective leadership of the University requires the active cooperation of the faculty; and

The active cooperation of the faculty is unlikely if the faculty do not have full confidence in the process by which their leaders are selected; and

The reasons given by President D'Alemberte for not appointing as Provost and Vice-President for Academic Affairs one of those selected by the Search Committee this summer remain as valid now as they were then;

The Faculty Senate resolves to urge Professor Larry Abele to

(1) decline to accept the substantive position of Provost and Vice-President for Academic Affairs offered by President D'Alemberte at this time; and

(2) join the Faculty Senate in requesting President D'Alemberte to appoint a new search committee for Provost and Vice-President for Academic Affairs immediately.

This motion was seconded and discussion ensued. Members of the Senate voiced support and opposition for this resolution.

Senator Jim Pitts offered the following substitute motion:

The Faculty Senate expresses its disappointment with the President's decision not to follow the Senate Steering Committee's recommendations; however, we respect his reasons for the decision and accept his pledge of future faculty participation in the governance of this institution.

This substitute motion was seconded and discussion ensued. Members of the Senate voiced support and opposition for this motion.

The Senate voted in favor of substituting this motion for Senator Cobbe's resolution. The Senate then proceeded to vote in favor of the substitute motion. President Young stated that she would forward this action to President D'Alemberte.

b. Informal Discussion on the Evaluation of Instruction and SIRS.

(The Steering Committee has appointed a committee to review issues surrounding the evaluation of instruction and the use of the SIRS instrument. This discussion was designed to inform members of the committee about specific concerns of faculty before the committee begins its deliberations.)

After Senate President Young read the charge to the committee, the Senate engaged in active discussions of the existing SIRS tool which prompted an historical account of the instrument's selection and use. The Psychology Department volunteered to serve as a resource to the committee as they have been conducting surveys among some of their students on the SIRS.

Several issues emerged during this open discussion. One is that in some areas of the university, the SIRS is the only tool by which to evaluate faculty teaching on a yearly basis; another is that the evaluation of administrators is done randomly.

It was strongly suggested that the ad hoc committee look at tools from other universities, especially those which we have identified as our peer institutions.

VIII. University Welfare

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

IX. Announcements of Deans and other administrative officers

Dean of the Faculties, Steve Edwards, reminded the faculty that an Honorary Degree will be bestowed on Rosa Parks on November 21. The University would appreciate broad participation in this special event. Dean Edwards also stated that investiture ceremonies for President D'Alemberte will be held on December 17 during fall commencement.


Senate President Young announced that the December Senate meeting will be held in 1192 University Center (Film School Theatre). A tour of the Center will be conducted following the meeting and refreshment will be served.

X. Announcements of the President of the University

President D'Alemberte was not available for today's meeting.

XI. Adjournment

The meeting adjourned at 5:30 p.m.


Janis D. Sass
Secretary to the Faculty

RECOMMENDATIONS

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Section I Principles and Philosophy of Accreditation

The Committee recommends

1. that the University develop an adequate follow-up plan to the Self-Study.
2. that the University immediately send descriptive materials and full documentation regarding the School of Motion Picture, Television, and Recording Arts and the M.F.A. Program in Narrative Film and Television to the Commission on Colleges, in accord with the Commission's policy "General Substantive Change Policy for Accredited Institutions".

3. that the University use (and require its constituent units to use) the prescribed language when referring to its status and relationship with the Commission on Colleges.

Section II Institutional Purpose

4. that the University review its mission statement to include expected educational results that can be used to evaluate whether educational programs, educational support services, financial and physical resources and administrative processes are adequate and appropriate to the institution's stated purpose and role.

5. that the University review its mission statement to determine how it can better articulate the criteria by which to measure its purposes.

6. that the University publish its official mission statement in all appropriate institutional publications.

Section III Institutional Effectiveness

Preamble

7. that the University expand its review initiatives to engage in continuous study, analysis and appraisal of its purposes, policies, procedures, and programs (using both qualitative and quantitative data) to ensure quality to its constituents as well as both individual and collective program improvement.

Section 3.1 Planning and Evaluation

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8. that the University complete the currently planned cycle of teaching, research and service program reviews in a timely and systematic fashion with the clearly stated intent of using the planning program's results to strengthen the existing teaching, research and service programs.

9. that a planning and evaluation process be implemented for all departments, offices and units focussed on establishing goals and objectives and on evaluating the extent to which they are achieved, and that these areas be included in the new strategic plan initiatives.

Section 3.2 Institutional Research

10. that the University immediately evaluate the effectiveness of the Office of Institutional Research and clarify the Office's role and mission within the University, including goals and objectives and means for regular evaluation.

11. that the University continue to strive to establish a clear plan to identify (a) the types of data required for quality campus-based decision making, (b) the agents responsible for obtaining these essential data, (c) the procedures by which these data are to be analyzed, and (d) the process for disseminating the results.

Section IV Educational Programs

Preamble

12. that the Florida State University administration, working with the Board of Regents, develop a plan and implement strategies for increasing the University's instructional resource base to a level sufficient to support and maintain an effective educational program.

Section 4.1 Undergraduate Program

13. that the Florida State University incorporate an oral communication competency requirement in all degree programs.

Section 4.4 Faculty

14. that the University develop and implement a plan to reduce the reliance on graduate teaching assistants for delivery of instruction at the undergraduate level.

15. that all graduate teaching assistants who have primary responsibilities for teaching have earned at least 18 graduate semester hours in the teaching discipline.
 16. that in those disciplines where the size of faculty is inadequate to support the institution's purpose, the University take action required to address this problem.
 17. further, that procedures be developed and implemented to achieve equitable and reasonable assignment of faculty responsibilities.
- Section 4.5 Consortia and Contractual Relationships**
18. that the Florida State University conduct a thorough inventory of all its existing contractual relationships that include educational services and programs involving the granting of academic credit and report, in writing, to the Commission on Colleges the status of those contractual relationships according to criterion 4.5.2.
- Section 5.2 Library**
19. that the University increase library space to provide adequate space for present and projected requirements for the University Library collections and user work stations.
- Section 6.3 Financial Resources**
20. that the Board of Regents implement an action plan to see that the financial resources of The Florida State University are sufficient for all of its programs and demonstrate the financial stability essential to the successful operation of the institution.
 21. that the Board of Regents review its rules and regulations to assure that budgetary control is an administrative and not a Board function.
 22. that the Chancellor and the Board of Regents seek relief from the numerous state budgetary rules and regulations to allow for The Florida State University to operate and manage its budgets like most other nationally recognized research institutions of higher education.
- Section 6.4 Physical Resources**
23. that the Chancellor and the Board of Regents secure sufficient funding to provide adequate physical facilities and equipment to meet the needs of the institution's programs.
 24. that the comprehensive safety plan be evaluated annually and updated as necessary.

SUGGESTIONS

Section II: Institutional Purpose

The Committee suggests

1. that academic and administrative units and programs organize activities around the mission statement and regularly provide evidence documenting the relationship between the University's purpose and program activities.

Section III Institutional Effectiveness

Preamble

2. that the University make more effective use of the data generated through its review initiatives to strengthen its educational, research, and service programs.

Section 3.2 Institutional Research

3. that the University involve the Institutional Research Office as an integral part of ongoing institutional planning and assessment projects.

Section IV Educational Programs

Preamble

4. that The Florida State University find ways to communicate and make readily available to students specific degree requirements for each field of study.

Section 4.1 Undergraduate Program

5. that The Florida State University continue to direct attention to the problems associated with the Articulation Agreement in an effort to maximize benefits to all students and to minimize any negative impact on instructional quality.

Section 4.4 Faculty

6. that the University develop a campus-wide program to improve the recruitment and retention of ethnic minorities on regular faculty appointments.
7. that the University clarify, compile and distribute to the appropriate constituents its University-wide guidelines for the administration of graduate assistantships, including criteria for appointment to different categories and requirements for

positions with primary teaching responsibilities; remuneration; assistants' rights and responsibilities; and evaluation and reappointment procedures.

8. that the University review the 1989 institutional policies on remuneration of graduate students, as well as departmental practices, to ensure that they contribute to the institution's goals in graduate education and research.

9. that the University undertake appropriate action to secure financial resources required to increase the salaries of faculty to a level that reflects comparability with peer institutions.

Academic Areas

10. that the College of Education faculty conduct a review of all upper-division education courses to determine the extent to which appropriate revisions are necessary to reflect substantive inclusion of multicultural issues and sensitivity.

11. that consideration be given to establishing a single grading standard (i.e., at FSU and at FAMU) for engineering courses.

Section 5.2 Library

12. that the University Libraries develop and implement methods to assure an evenness in the development of all of the Libraries' collections and information resources.

Section 5.3 Instructional Support

13. that the University continue to upgrade its teaching facilities so that instructional activity can benefit from technological advances.

Section 5.4 Computer Resources and Services

14. that the University assess the adequacy of computer laboratory space across campus and develop a program to provide the needed level of computer access either through laboratories or dial-up services.

15. that the University implement a plan to provide a minimum level of computing power and network access to all units on campus.

Section 5.5 Student Development Services

16. that the University develop a plan to give appropriate attention to staff salaries in order to remain competitive and retain competent staff.

Section 6.1 Organization and Administration

17. that the University should redouble its efforts to recruit minorities and women to the administration.

Section 6.3 Financial Resources

18. that the Chancellor and the Board of Regents explore the possibility of a Regents' stand-alone accounting and reporting system that would interface with the State Automated Management Accounting System.

19. that the Chancellor and the Board of Regents explore the possibility of a Regents' stand-alone purchasing system that would interface with the new, proposed State Purchasing System.

20. that The Florida State University's refund policies could be more clearly stated and more conveniently located in its official publications.

Section 6.4 Physical Resources

21. that all of the individual maintenance plans be consolidated into an annual written maintenance plan for the upkeep of the University's buildings, grounds and equipment.

COMPILATION OF RECOMMENDATIONS AND SUGGESTIONS
FROM REAFFIRMATION COMMITTEE VISIT

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Recommendations

SECTION III. INSTITUTIONAL EFFECTIVENESS

1. The Committee recommends that the FSU main campus Institutional Effectiveness plan be expanded to include the Office of College Programs, the faculty, students and staff at the Panama Canal Branch. Further, the University planning effort should include a comprehensive approach that addresses contingency plans for the Branch for academic, personnel, faculty and financial needs based on the future status of FSU in Panama.

SECTION IV. EDUCATIONAL PROGRAM

2. The Committee recommends that the Branch demonstrate the comparable quality of its educational program for all students, and further recommends that the institution provide appropriate computer resources and instructional materials/equipment to support its educational program.
3. The Committee recommends that the institution provide for institution wide coordination of all admission policies, and further recommends that the institution inform transfer students of the amount of credit which will transfer in a timely manner, and further--under the provisions of 4.1.2--must state and publish the requirements for each degree that it awards.
4. The Committee recommends that in each undergraduate major at least 25 percent of the course credit hours be taught by faculty holding the terminal degree.
5. The Committee recommends that the institution provide the opportunity for faculty to continue their professional development and further recommends that the Branch demonstrate that such development takes place.

SECTION V. EDUCATIONAL SUPPORT SERVICES

6. The committee recommends that the Branch Administration take steps to ensure that access to base libraries be available to the students enrolled in the FSU Branch in Panama.

SECTION VI. ADMINISTRATIVE PROCESSES

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7. The Committee recommends that the Branch catalog be thoroughly reviewed to identify and correct errors and misinformation concerning the University, the Branch and its programs prior to its next printing.

8. The Committee recommends that a written policy and plan for use of the contingency fund be prepared and made a part of the official University policies governing the operation of the Panama Canal Branch.

9. The Committee recommends that interim budget reports on allocations, expenditures and balances be prepared and given to program heads on a regular basis.

Suggestions

SECTION I. PRINCIPLES AND PHILOSOPHY OF ACCREDITATION

1. The Committee suggests that at the next printing of the Panama Canal Branch Campus the correct statement identifying the accreditation status of Florida State University as prescribed in Criteria 1.7, be used.

SECTION II. INSTITUTIONAL PURPOSE

2. The Committee suggests that in the next printing of the Branch catalog, the FSU statement of purpose also be included.

SECTION IV. EDUCATIONAL PROGRAM

3. The Committee suggests that redoubled efforts to work with the Military and other support providers be made to have computer services made available to students, and further suggests that hardware configurations, i.e. 486-2dx66, Novell Network update to ver. 4.0 or above, DOS and Windows upgrades, CD-ROM installation, software programs in Biology and Physics inter alia, and other system and course applications as generated by the system and course applications as generated by the appropriate faculty organs, be considered in responding to this recommendation and suggestion.

SECTION VI. ADMINISTRATIVE PROCESSES

4. The Committee suggests that the Branch Campus Resident Director explore the feasibility of establishing an advisory committee in Panama to address the future of the Branch Campus of FSU in Panama.

5. The Committee suggests that the current organizational structure be reviewed over the next few years and changed as necessary to provide for the needs in Panama if major changes are made in the role, scope and dependent nature of the Branch.
6. The Committee suggests that some means, such as an errata insert, be prepared to provide corrected information to present and future students.

JANIS SASS