



The Florida State University  
Tallahassee, Florida 32306-1030

Faculty Senate  
904/644-6876

## TO SENATORS WITH ATTACHMENTS

### AGENDA FACULTY SENATE MEETING DODD HALL AUDITORIUM October 8, 1997 3:35 p.m.

- I. Approval of the minutes of the September 10, 1997 meeting
- II. Approval of the agenda for the October 8, 1997 meeting
- III. Report of the Steering Committee, J. Macmillan  
Confirm 1997-2000 committee appointments (attached)  
**FYI:** Professional Relations & Welfare and Grievance  
Committees members (attached)
- IV. Reports of Standing Committees
  - a. Undergraduate Policy Committee, M. Young  
Liberal Studies, Area III, URS 1000, World Cities (attached)
  - b. Evaluation Committee, J. Lovano-Kerr  
SUSSAI policy revisions (attached)
- V. Unfinished Business
- VI. New Business
- VII. University Welfare
- VIII. Announcements of Deans and other administrative officers
  - a. Vice President for Student Affairs, J. Dalton
  - b. Director of Parking Services, G. Hall
- IX. Announcements of Provost, L. Abele
- IX. Announcements of the President of the University

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THE NEXT SENATE MEETING WILL BE NOVEMBER  
12 IN DODD HALL AUDITORIUM



The Florida State University  
Tallahassee, Florida 32306-1030

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FACULTY SENATE MEETING  
OCTOBER 8, 1997  
Dodd Hall Auditorium  
3:35 p.m.

**RECEIVED**

NOV 06 1997

Dean of the Faculties Office

### I. Regular Session

The regular session of the 1997-1998 Faculty Senate met on Wednesday, October 8, 1997, at 3:35 p.m. in Dodd Hall Auditorium. Senate President Marie Cowart presided.

The following members were absent. G. Blakely, M. Bonn, D. Boroto, R. Braswell, S. Brown (J. Fiorito), B. Cappuccio (E. Rehder), J. Carbonell, J. Clendinning, G. Dawson (N. Davis), L. Dehaven-Smith, D. Epley, L. Fridell (B. Bullington), A. Gometz, J. Graham-Jones, M. Hardy, W. Heard, G. Judy, E. Klassen, J. Leib, D. Levi (S. Hadden), R. J. Livingston, CJB Macmillan (G. Papagiannis), S. Macnamara, R. Marshall, B. Menchetti, R. Nasgaard, J. Owens (H. Baer), C. Piazza, V. Ping, D. Pullen (H. Mueller), P. Ray (J. Ahlquist), V. Richard, S. Rickless (P. Dalton), J. Sampson, B. Shellahamer, L. Sheperd, F. Vickory, L. Walters, R. Zwaan.

R. Zwaan was incorrectly listed as being absent from the September 10 Senate meeting.

### II. Approval of the minutes

The minutes of September 10 were approved.

### III. Approval of the agenda

The October 8 agenda was approved as distributed.

**IV. Report of the Steering Committee, R. Light for  
J. Macmillan**

Since the last meeting of the Senate, the Steering Committee has met with the President, and the Provost, and with Strategic Planning Consultants Carl Moore, a former faculty member at Kent State, and Frank Rhodes, former President of Cornell University. The Steering Committee also met with Owen Gaede and Susan Fell from the Office of Interactive Distance Learning to discuss university initiatives in that area. In addition, Senate President Cowart attended the meetings of the Council of Deans, and spoke at the FSU Alumni Leadership Conference, and with other Steering Committee members, participated in a meeting with members of the Alumni Association to plan faculty involvement with that organization.

In weekly meetings of the Steering Committee, the following major issues were addressed.

1. The item of faculty welfare concerning course note takers was referred to the Faculty Professional Relations and Welfare Committee. Professor Tonya Toole has agreed to chair the committee this year.
2. Steering Committee member Marilyn Young and Senator Carol Darling were appointed to work with Dean of the Faculties Steve Edwards on the final details of the FSU signature commencement gown. This gown will likely be ready for December graduates.
3. We discussed appointment of an ad hoc committee to make recommendations about dealing with educational bridges that are occurring with state Community Colleges and proposals that are being made by Technical Schools. One charge to this committee will be to differentiate the roles and functions of FSU as a research university, from those of Community Colleges, and technical education. Anyone interested in serving on such a committee should contact a member of the Steering Committee.
4. We have had a number of concerns raised by faculty about the approval process for dealing with human subjects. Last year the Professional Relations and Welfare Committee dealt with this issue. This year the Steering Committee and Council for Research and Creativity have raised the issue with the Vice President for

Research. We believe procedures for gaining approval on a timely basis while assuring FSU adherence to federal and other guidelines will be in place shortly.

5. Over the summer the Steering Committee proposed members for standing and ad hoc senate committees. To the many faculty who have served and are stepping down, and to those who have agreed to serve, the Steering Committee says Thank You. For your approval, I move the slate of committee members as circulated. \*\*The list of committee appointments is attached as **addendum 1**. The slate of members was confirmed.

## **V. Reports of Standing Committees**

### **a. Undergraduate Policy Committee, M. Young**

Senator Young reported that the UPC has begun gathering information to use in setting up guidelines for the SACS Computer Competency requirement. More information will be forthcoming. The UPC recommends approval of **URS 1000, World Cities** for Liberal Studies in Area III. The Senate approved this recommendation.

### **b. Evaluation Committee, J. Lovano-Kerr**

Professor Lovano-Kerr presented recommendations from the Evaluation Committee for revisions of SUSSAI policy. The recommendations as approved by the Senate are attached as **addendum 2**.

## **VI. Unfinished Business**

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

## **VII. New Business**

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

## **VIII. University Welfare**

Senator Billings reported that the recent meeting between the UFF and Regent Steve Uhlfelder went well.

**IX. Announcements of Deans and other administrative officers**

**a. Vice President for Student Affairs, J. Dalton**

VP Dalton gave an informative presentation showing freshmen perceptions and encounters in several areas of campus life.

**b. Director of Parking, G. Hall**

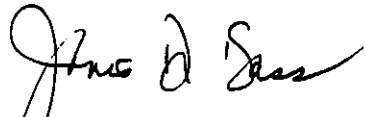
Mr. Hall provided information on recent and future plans for parking areas of campus. There has been an increase of 128 spaces since July, 1996. If you have specific suggestions for improvement, please feel free to contact Mr. Hall.

**X. Announcements from Provost Abele and President D'Alemberte**

Neither the Provost nor the President were able to attend today's meeting.

**XI. Adjournment**

The meeting adjourned at 5:05 p.m.



Janis D. Sass  
Secretary to the Faculty

Appendix 1

\*New appointments \*\*Reappointments -- Chairperson

UNDERGRADUATE POLICY COMMITTEE (3-year terms)

1995-1998

Mike Armer, Soc Sci  
George Buzyna, Eng  
Ronald Braswell, Bus  
Vandra Masemann, Edu  
Paul Strati, A&S  
Gail Rubini, Vis Arts & Dance  
Peter Stowell, Film

1996-1999

Amy Brown, Music  
Jodee Dorsey, Hu Sci  
Marc Gertz, Crim&Crim Justice  
Melissa Hardy, Soc Sci  
Hunt Hawkins, A&S  
James Skofronick, A&S  
Marilyn Young, Communication  
Myron Gluck, Information Studies

1997-2000

\*\*Judith Altolz, Soc Work  
\*\*Patricia Dean, Nursing  
\*\*John Degen, Theatre  
\*James Tull, A&S  
\*Stephen Leach, A&S  
\*Tim Matherly, Business  
\*Carolyn Piazza, Education

GRADUATE POLICY COMMITTEE (3-year terms)

1995-1998

Stuart Baker, Theatre  
Robert Marshall, Bus  
Karen Laughlin, A&S  
Elizabeth Goldsmith, Hu Sci  
John Kelsay, A&S  
Elizabeth Platt, Education  
Janet Kodras, Soci Sci  
Mark Seidenfeld, Law

1996-1999

Neil Abell, Soc Work  
George Bates, A&S  
Ken Brewer, Education  
Tonya Harris, Nursing  
Patty Phillips, VA&D  
William Summers, Info  
Tom Vickers, A&S

1997-2000

\*, Crim  
\*Rajendra Arora, Engineering  
\*\*Gary Heald, Communication  
\*Bill Landing, A&S  
\*\*James Orcutt, Soc Sci  
\*\*Vall Richard, Film  
\*\*Jayne Standley, Music  
\*\*Robert Zmud, Business

CURRICULUM COMMITTEE (3-year terms)

1995-1998

Leonard Mastrogiacono, Music  
Jehanne Teilhet-Fisk, VA&D  
Patrick Maroney, Business

1996-1999

Kathryn Anderson-Lazier, Hu Sci  
James Cobbe, Soc Sci  
Jeff Tatum, A&S

1997-2000

\*\*Karla Kelsay, Education  
\*Felicia Jordan, Communication  
\*Sanford Safon, A&S

BUDGET ADVISORY (2-year terms)

1996-1998

Joseph Beckham, Ed  
Fred Standley, A&S  
Joe Travis, A&S

1997-1999

\*Jane Clendinning, Music  
\*\*Jim Cobbe, Soc Sci  
\*\*Gloria Grizzle, Soc Sci  
\*Paul Simmonds, Business

1997-1998

\*Tim Matherly, Business  
\*TBA  
\*Lori Walters, A&S

ELECTIONS COMMITTEE (1-year term)

HONORS PROGRAM POLICY COMMITTEE (3-year terms)

1995-1998

Mary Ann Moore, Human Sciences  
Donna Nudd, Communication

1996-1999

Rip Lhamon, A&S  
\*John Myles, Soc Sci

1997-2000

\*Carol Darling, Hu Sci  
\*\*Ken Goldsby, A&S  
\*James Mathes, Music

STUDENT ACADEMIC RELATIONS COMMITTEE (2-year terms)

1996-1998

Charles Billings, Soc Sci  
Jarrett Oeltjen, Law

1997-1999

\*\*Peter Dalton, A&S  
\*Dennis Moore, A&S  
\*James Sampson, Education

COMPUTING & INFORMATION RESOURCES COMMITTEE (3-year terms)

1994-1997

TBA, Theatre  
Myke Gluck, Information  
Tonya Harris, Nursing  
Brenda Cappuccio, A&S  
Tom Smith, Social Work  
George Dawson, Education  
Gary Kleck, Criminology  
Peter Stowell, Film

1996-1999

Tom Cornille, Hu Sci  
Pat Dunnigan, Music  
David Powell, Law  
Robert Fichter, VA&D  
Ed Hlinski, A&S  
Charles Hofacker, Business  
Bruce Siftel, Soc Sci

1997-2000

\*John Bryant, A&S  
\*\*Robert Clark, Education  
\*\*Pam Coats, Business  
\*\*Hilbert Levitz, A&S  
\*Bruce Locke, Engineering  
\*Sam Rickless, A&S  
\*Barry Sapolsky, Communication  
\*\*Susan Losh, Soc Sci

LIBRARY COMMITTEE (3-year terms)

1995-1998

Meg Baldwin, Law  
Al Bathke, Business  
Neil Jumonville, A&S  
Jenice Rankins, Hu Sci  
Gerard Leahy, Theatre  
George Dawson, Education  
Joe McElrath, A&S,

1996-1999

Paul Cottle, A&S  
Gary Kleck, Crim&Crim Justice  
Beverly Jacobs, Comm  
Thomas Hart, Information  
Ron Braswell, Business  
Greg Thompson, Soc Sci  
Manny Sharigel, Education  
Rufina Alamo, Engineering  
Peter Stowell, Film

1997-2000

\*Allan Clark, A&S  
\*Bill Cloonan, A&S  
\*\*Wendy Crook, Soc Work  
\*\*Patricia Dean, Nursing  
\*\*James Mathes, Music  
\*Roald Nasgaard, VA&D  
\*William Serow, Soc Sci

**PROFESSIONAL RELATIONS AND WELFARE COMMITTEE**

**\*Chairperson**

**1995 - 1998**

**PAMELA CARROLL, EDUCATION  
JAMES COBBE, SOCIAL SCIENCES  
PATRICIA DEAN, NURSING  
DAVID LEVENSON, ARTS & SCIENCES  
SUSAN LOSH, SOCIAL SCIENCES  
CAROLYN STEELE, SOCIAL WORK  
\*TONYA TOOLE, HUMAN SCIENCES**

**1996 - 1999**

**PAMELA BARRON, LIBRARY & INFORMATION STUDIES  
BILL DEWAR, ARTS & SCIENCES  
TBA, BUSINESS  
PATRICIA MATTHEWS, ARTS & SCIENCES  
WILLIAM MCHUGH, LAW  
PETER STOWELL, MOTION PICTURES, TELEVISION &  
RECORDING ARTS  
ED WOTRING, COMMUNICATION  
PATRICIA HENRY YOUNG, VISUAL ARTS & DANCE**

**1997 - 2000**

**WILLIAM ANTHONY, BUSINESS  
FRANK BROOKS, EDUCATION  
BETTY DESSANTS, ARTS & SCIENCES  
JAMES MEYER, ARTS & SCIENCES  
MICHAEL RICHEY, THEATRE  
FRED SIMONS, ENGINEERING  
MICHELE STEBLETON, MUSIC  
LAURIN WOLLAN, CRIMINOLOGY & CRIMINAL JUSTICE**



**GRIEVANCE COMMITTEE    \*Chairperson    \_**

**1995 - 1998**

**MONICA BOYD, SOCIAL SCIENCES  
JOHN FENSTERMAKER, ARTS & SCIENCES  
LAURIE GRUBBS, NURSING  
CATHY LEVENSON, HUMAN SCIENCES  
NICK MAZZA, SOCIAL WORK  
PATRICK O'SULLIVAN, SOCIAL SCIENCES  
BEVERLY YERG, EDUCATION**

**1996 - 1999**

**AMY BROWN, MUSIC  
JOHN DEPEW, LIBRARY & INFORMATION STUDIES  
SALLY HADDEN, ARTS & SCIENCES  
DONNA NUDD, COMMUNICATION  
VAL RICHARD, MOTION PICTURES, TELEVISION  
                  & RECORDING ARTS  
ALVIN STAUBER, BUSINESS  
JEAN STERNLIGHT, LAW  
GEORGE WEAVER, ARTS & SCIENCES**

**1997-2000**

**CHARLES DYKES, VISUAL ARTS & DANCE  
JACK FIORITO, BUSINESS  
\*LORIE FRIDELL, CRIMINOLOGY AND CRIMINAL JUSTICE  
TOM HARRISON, ENGINEERING  
MARIA MORALES, ARTS & SCIENCES  
SHARON NICHOLSON, ARTS & SCIENCES  
CAROLYN PIAZZA, EDUCATION  
PAT SIMMONS, THEATRE**

Approved

REvised 10/8/97  
Addendum 2

## STATE UNIVERSITY SYSTEM STUDENT ASSESSMENT INSTRUMENT POLICY STATEMENT

### Classes to be assessed:

All graduate and undergraduate courses taught by an instructor at Florida State University during the academic year, including those taught by faculty members, adjuncts and graduate assistants, are to be assessed using the State University System Student Assessment Instrument (SUSSAI), with the exception of those courses with fewer than ten (10) students, and courses involving individual instruction such as independent study, internships, or practica, and courses involving types of instruction that occur outside of traditional classroom and/or laboratory settings for which the assessment items might not be appropriate (e.g., distance learning). Any faculty member teaching graduate and undergraduate courses may request assessment using the SUSSAI.

In courses taught by multiple faculty, the instructor of record must be assessed using the items on the SUSSAI. For all other instructors teaching within the course, provisions may be made with Evaluation Services for administration of the SUSSAI. Normally, individual instructors will be evaluated using SUSSAI only if they teach twenty-five percent (25%) or more of any course.

Administered SUSSAI packets must be received in Evaluation Services no later than three weeks after the last day of classes. Packets of administered forms received by Evaluation Services after that deadline will be returned without processing to the instructor for their inspection.

Reports from Evaluation Services will be distributed as soon as possible after that deadline, but not later than six weeks after the deadline. (Summer semester report processing will be done after the conclusion of the last summer term. Dates for distribution of reports for all summer terms will be based on the last day of classes for the last summer term.

Evaluation Services will send copies of SUSSAI reports to the appropriate department chair for placement in faculty evaluation folders and will send copies of SUSSAI and any SIRS reports to the individual instructor. Since SIRS reports are distributed only to instructors, it is their responsibility to retain copies for future use and to submit any required copies to their department chair.

### Administration of the SUSSAI:

The SUSSAI is administered during the final two weeks of scheduled instruction. Evaluation Services will provide the SUSSAI to the appropriate faculty during the final third week of scheduled instruction. The SUSSAI is administered at the beginning of a class session in which no examination is scheduled, and students will be given no fewer than fifteen (15) minutes for explanation and completion. The instructor is not to be present while the SUSSAI is administered. A student proctor will be identified prior to the distribution of the SUSSAI. The student proctor will be responsible for the distribution, collection, and submission of all material to Evaluation Services. Evaluation Services will compile the results from the initial administration of the items and prepare the summary results. A copy of the results will be provided to the Florida Student Association, the United Faculty of Florida office at the university and a copy placed in the main library. Individual faculty results will be provided to the faculty by Evaluation Services. A copy of the individual faculty results will be placed in the faculty member's evaluation folder.