

**Faculty Senate Meeting, 3:35 p.m. Wednesday 17 September 2003, Dodd Hall**

**AGENDA**

- I. Approval of the minutes of the April meeting
- II. Approval of the Agenda
- III. Report of the Steering Committee, J. Cobbe
- IV. Special Order: Remarks by the Senate President, V. Richard Auzenne
- V. Reports of Standing Committees
  - a. Teaching Evaluation Committee, E. Walker
- VI. Reports of Special Committees
  - a. Honors, P. Cottle
- VII. Unfinished Business
- VIII. New Business
- IX. University Welfare
- X. Announcements by Deans and other administrative officers
- XI. Announcements by the Provost
- XII. Announcements by the President

A reception will follow the meeting.



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**FACULTY SENATE MEETING**  
**September 17, 2003**  
**Dodd Hall Auditorium**  
**3:35 p.m.**

**I. Regular Session**

The regular session of the 2003-04 Faculty Senate was held on Wednesday, September 17, 2003. Steering committee vice-chair Jim Cobbe presided the absence of the Senate President.

**II. The following members attended the Senate meeting:**

**A. Archbold, A. Arnold, R. Atkinson, T. Baker, M. Baldwin, C. Barrilleaux, C. Beeler, F. Berry, S. Blumsack, G. Boggs, A. Boutin, B. Bower, F. Buena, J. Clendinning, P. Coats, J. Cobbe, C. Connerly, W. Cooper, C. Darling, L. Dehaven-Smith, L. Edwards, B. Ellington, J. Fiorito, S. Fiorito, J. Flannery, J. Geringer, T. Glenn V. Hagopian, C. Hardiman, T. Hart, H. Hawkins, E. Hilinski, D. Houle, A. Imershein, I. Jones, A. Kalbian, B. Kemker, W. Landing, S. Lauterbach, S. Lewis, C. Madsen, N. Mazza, T. McCaleb, D. Moore, A. Payer, J. Peterson, C. Pfaff, A. Sang, E. Schroeder, D. Seaton, S. Sirmans, J. Sobanjo, S. Southerland, J. Standley, B. Stiftel, J. Taylor, L. Van Dommelen, E. Walker, C. Ward, K. Yang, M. Young.**

The following members were absent. Alternates are listed in parenthesis:  
D. Abood, M. Allen, V. R-Auzenne, G. Bates, M. Bonn, D. Boronto, J. Brown, M. Childs, R. Coleman, F. Davis, J. Dexter, P. Doan, L. Epstein, L. Flynn, K. Glendenning, T. Gomory, J. Grant, C. Greek, D. Cussak, K. Harris, R. Herrera, D. Kuhn, W. Leparulo, R. Leushuis, S. Losh, V. MacDonald, T. Matherly, W. Modrow (**G. Colvin**), J. O'Rourke, L. Odom, G. Peterson, K. Pietralunga-Myers, J. Quine, P. Rawling, R. Reiser, M Rosal, S. Sommer, R. Turner, B. Warf, J. Wulff.

**III. Approval of the Minutes**

The approval of minutes of the April 23 meeting was deferred to the October meeting.

#### **IV. Approval of the Agenda**

Item IV on the agenda was deferred to the October meeting. Under item V on the agenda, Report of Standing Committees, a report by the Undergraduate Policy Committee, J. Clendinning, was added. The amended agenda was approved and distributed.

#### **V. Report of the Steering Committee, J. Cobbe**

Since the last Senate Meeting, the steering committee has met throughout the first six weeks of Summer, and four times since August, including our regular monthly meeting last week with President T.K. Wetherell and Provost Larry Abele, and another meeting in May with Provost Abele.

As usual, much of our time during the Summer was taken with making important faculty senate committee appointments. Regrettably, because of the loss of our Secretary, and our President's absence because of personal and family medical emergencies, at this point we still do not have complete clarity on the full membership of all the Senate's standing committees. The list of members of standing committees will be presented to the Senate for confirmation at the October meeting of the Senate; in the interim, all Senate committees do have more than a quorum of members whose terms continue, and the Steering Committee urges all committee members to please attend standing committee meetings to continue the essential work of the Senate.

In our meetings with the Provost and President, we discussed the vice-President of Research position; the expected size of the freshman class, which eventually came in a little over expectations [the administration hoped for about 6,000 to 6,100 FTIC undergraduates, but we actually enrolled 6,156]; the reports on the Athletics Department and the reconstituted Athletics Committee; the situation in the School of Criminology and Criminal Justice, where there have been problems recruiting and retaining faculty; the collective bargaining situation; the revisions to the Florida Administrative Code and the Faculty Handbook; the report of the task force on women; the status of the Faculty Senate's and Student Government's recommendations that the University join the WRC; target enrollment for Fall 2004 and other budgetary matters; and sundry other issues. Among issues we raised that the administration has not yet come to a firm decision on is our request that faculty be given somewhat more time to submit grades after the end of exam periods in Spring and Fall, and we will be following up on that.

We have also met with the new Dean of the Faculties, and three members of the Steering Committee are participating in the process of selecting an administrative assistant in the Dean of Faculties office to serve as Secretary to the Faculty Senate and its committees. The absence of staff support since August has negatively impacted the functioning of some senate committees so far this academic year, and some problems may persist, e.g. with curriculum change

matters, for some weeks yet. It is hoped that a new person will be in post to service the Senate and its committees relatively soon. The Dean of the Faculties anticipates being advised on the revision of the Faculty Handbook by a committee of faculty, after necessary updates to the Administrative Code have been made. You will be hearing more about that from her later in this meeting.

The Steering Committee reviewed the final version of the SPOT Student Perceptions of Teaching instrument, and the memo that has been distributed to all faculty together with a copy of the instrument. We also discussed the proposal from our Liberal Studies Committee to introduce 'Freshman Interest Groups' modeled on the system used at the University of Washington, and this is a topic that we and the Senate will return to later this semester. We also plan later in the semester to discuss the operations of ODDL with Larry Dennis.

We met with Linda Vinton, who is working on the Quality Enhancement Plan for SACS re-accreditation, and are continuing to discuss the 'leadership' theme with responsible parties. Senator Chuck Connerly is serving on the committee designing the QEP, and would be pleased to receive comments and suggestions from faculty. We agreed that since the President of the Faculty Senate, as a trustee, can no longer serve as a faculty representative to the Board of the FSU Foundation and the Alumni Board, the vice-chair of the Steering Committee should serve instead. We clarified the voting and alternate membership of the FSU Faculty Senate in the state-wide ACFS, Advisory Council of Faculty Senates, and FSU was represented at their meeting in late Spring. We also clarified steering committee designees to attend Board of Trustee committee meetings, and steering committee representation in the administration's student recruitment and retention working groups.

We met with Dean of Undergraduate Studies Karen Laughlin to discuss first day attendance policy, which is largely a fiscal issue, and the recommended changes to the Honors program, which you will be hearing more about later today.

The vice-chair of the steering committee, representing President Richard Auzenne, attended the last meeting of the old Athletics Board and the first meeting of the new Athletics Committee, and two meetings of the Auxiliaries Service Board. President Richard Auzenne herself attended many other meetings on your behalf. The steering committee confirmed nominees for Torch awards. We also made a number of recommendations to the Provost's office of names of faculty to serve on various University committees.

The Steering Committee wishes to commend student government and others for the initiatives they have taken, such as the 'We Care' campaign, to reduce the amount of litter on campus and improve the general atmosphere. We welcome these initiatives, and call on all faculty to join in efforts to promote an atmosphere of learning and civility throughout the campus. In particular, we remind faculty that classroom atmosphere is ultimately their responsibility, and the steering

committee welcomes initiatives by the administration to remind students of appropriate behavior in the classroom, particularly with respect to food, drink, and cell phone use.

As you can tell, we had quite a busy summer and beginning to the academic year, as I'm sure you have too. If we are not quite as organized as we usually are, please cut the steering committee a little slack because we have been both without our President and without any staff support for most of the last two months. In that connection, on behalf of the Steering Committee I wish to introduce the following resolution,

Whereas Janis Sass has been associated with The Florida State University Faculty Senate for over 20 years, as the major facilitator of all Faculty Senate Committees, and as Secretary to the Senate itself, and,

Whereas for many years she has been the primary embodiment and connective tissue of this Faculty Senate's manifold functions, knowing and understanding every Senate Committee's mission and responsibilities, and,

Whereas she has been especially supportive of new Senate Presidents and new Faculty Senators, interacting as an important liaison while helping them fulfill their roles in faculty governance, and,

Whereas she has always been mindful of the social aspects of this Senate, arranging for all of its receptions and providing many kindnesses to individual members, and,

Whereas she has always been an ardent supporter of this institution's many facets, especially its athletic teams, continuously and optimistically "bleeding garnet and gold,"

Be it therefore resolved that the Faculty Senate recognizes the unique and substantive contribution by Janis Sass to the Florida State University Faculty and its Senate and offers its most sincere appreciation and commendation upon the occasion of her entering another phase of her academic service.

**The resolution passed unanimously.**

**VI. Special Order: Remarks by the Senate President, V. Richard Auzenne**

Senate President, V. Richard Auzenne was not in attendance.

**VII. Reports of Standing Committees**

**a. Teaching Evaluation Committee, E. Walker**

Since the April Senate meeting the Teaching Evaluation Committee met several times in May with staff from ODDL and Evaluation Services to work

out the final form of the survey to go out to bid to vendors in June. We accomplished this task and the results were in the PDF file that was circulated to you by email this week. The Steering Committee signed off on the final changes to that form.

A memo from the Dean of the Faculties office was sent to the Deans and Chairs asking them to forward a copy of the PDF to all instructors. Hard copies will also be provided.

The Teaching Evaluation Committee will meet regularly during the fall and its first meeting is next Monday. We will begin to take up the new round of reporting issues. In addition to the online request system which Evaluation Services is testing and should be fully operational this fall, they are also planning an online reporting of system. We will be in contact with them to work out the details of the system.

The Teaching Evaluation Committee will attend the fall meeting of the Chairs and Deans workshop to answer questions about the SPOT form.

**b. Undergraduate Policy Committee, J. Clendinning**

Dr. Clendinning explained the reasons behind the changes to the exam schedule. The UPC is planning to work with faculty and students to create as few disruptions as necessary, the UPC is taking steps to prevent this kind of error from occurring again.

**VIII. Reports of Special Committees**

Director of the Honors Program, P. Cottle

The director's first order business was to join the task force looking at the Honors program. We will be looking at what was discussed, the major changes recommended and what else we will be looking at in the future.

The task force focuses on the mission of the honors program which is to bring the best and the brightest students to Florida State University. We focused on the academic issues. Florida State University is a special institution for two reasons. First, there is a lot world-class scholarship at this university. This is a major research university and students should be allowed, encouraged and assisted in taking advantage in these programs. Second, FSU plays a very strong and engaged role in its community even in a national and international role. We want honor students to have the opportunity to and to be encouraged to get involved in community service.

The task force laid out an academic program that has honors student taking honors courses, but also encourages them to be engaged in research by letting

those activities become part of the honors medallion program. At present, students who complete the honors program, which is 18 hours of honors credit, receive a medallion for completing those 18 hours. The task force recommended that up to nine of those credit hours come from research and community service activities. We will require that the community service have a demonstrated learning opportunity. To encourage students to get involved in these activities, we want to put in place awards and grants that will support and reward these activities.

Presently, for a course to be taken for honors credit, the course had to be a course that satisfies some university requirement. The task force recommended that we look at procedures for upper division courses to be taken as honors credit. We will make sure that lower division students will have a sufficient supply of lower division classes for honors credit.

We currently allow students to count three hours of AP, IB or dual enrollment credit towards the honors medallion program. We agreed that needed to end. This was done in the past to give the students a better chance in completing the medallion program.

Finally, we want to look at ways to encourage faculty to collaboratively teach students. We want to have faculty from two or more disciplines devise and implement a course for honor students that will give students a look at perspectives from different disciplines.

All this will be considered by the Senate's Honors Policy Committee.

There are other things that attract students to honors programs. All honors students have priority registration. On October 14 they will join the seniors with registration. Presently, incoming freshman do not have priority registration for the first fall semester. Sarah Connelly, in the orientation office, will take up this issue and try to have the incoming freshman in the early orientations for the summer.

We have two honors residence halls, Gilchrist which has been renovated but only holds 150 students and Landis which is in dire need of renovation and holds 400 honors students. Landis will be receiving a renovation starting in fall 2004 and will re-open in fall 2006.

We are pushing the use of technology in honors teaching. We are using Blackboard to communicate with our honors students. The English department has a made commitment to teach an online Honors English Comp 1 in the Summer C semester next year. The freshman can take it online at home before they arrive on campus in the fall. We are also trying to get high technology classrooms built on campus.

We will have a brand new honors brochure that will be sent out to students eligible for the honors program. There is room for departments to put inserts into the pockets of the brochure and it will be mailed to the students. There will also be a preview event for honors students only on April 2. We will recruit departments for presentations. The web presence has also been updated. There are four students who are featured on the website and in the brochure. They have been chosen because of the outstanding project work they have done in the honors program.

**IX. Unfinished Business**

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

**X. New Business**

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

**XI. University Welfare**

Jack Fiorito announced that Bill Scheuerman, an American Federation of Teachers Vice President for Higher Education, would be speaking at a United Faculty of Florida-sponsored luncheon at Oglesby Union on September 24 on how the New York State University System faculty senates and faculty union have worked together, most recently to address politically-inspired FCAT-style testing for university students, and that all faculty and professional staff were welcome.

He commented on salary issues as follows:

- The University seems to be implementing the nominal 2% raise for faculty and staff in accordance with legislation, including the use of caps.
- The University appears to be implementing promotion raises consistent with past practice.
- We have not heard anything further regarding the 1% merit raise that the Provost contacted the UFF Chapter about back in December, and that President Wetherell later announced was on hold due to budget difficulties. When the Provost asked the UFF Chapter about implementing these raises in compliance with Article 10 of the latest UFF collective bargaining agreement, UFF agreed that it would be appropriate to distribute the raises in accordance with the merit criteria of Article 10.

Senator Fiorito announced that the representation election for the faculty unit was scheduled for October 7-8 and asked Senators to encourage their constituencies to vote, noting that a good turnout helps to send a clear message.



He also noted that a survey of FSU faculty and others regarding union voting underway by a U. of Florida doctoral student was not to the representation election campaign by UFF and that as UFF-FSU Chapter President, he took no position on it. We were conducting a completely separate survey on "Contract Issues." He also noted that as a researcher interested in the issues in the study and the promotion of research, he encouraged all to assist the U of F doctoral student in his research.

**XII. Announcements by Deans and other administrative officers**

Dean of the Faculties, Anne Rowe talked about the memo that was sent out by the Dean of the Faculties office referring to the technical revision of the Florida Administrative Code. There was also an announcement in the memo that there will be a revision of the faculty handbook. A faculty committee will be involved in this and will happen during this semester. She also has copies of the Florida Administrative code as it relates to Florida State University and is soliciting input from faculty on anything technical in the revision.

**XIII. Announcements, Provost Abele**

Provost Abele was unable to attend.

**XIV. Announcements, President Wetherell**

President Wetherell was unable to attend.

**XV. Adjournment**

The meeting adjourned at 4:35 p.m.

Melissa Crawford  
Secretary to the Faculty