



AGENDA
FACULTY SENATE MEETING
WEDNESDAY, OCTOBER 14, 2009
DODD HALL AUDITORIUM
3:35 P.M.

- I. Approval of the minutes, September 9, 2009 meeting
 - II. Approval of the agenda, October 14, 2009 meeting
 - III. Report of the Steering Committee, J. Standley
 - IV. Reports of Standing Committees
 - a. Undergraduate Policy Committee, S. Lewis
 - V. Old Business
 - VI. New Business
 - a. Incompletes Policy, E. Walker
 - VII. University Welfare
 - VIII. Announcements by Deans and other Administrative Officers
 - IX. Announcements by Provost Abele
 - X. Announcements by President Wetherell
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NEXT FACULTY SENATE MEETING
WEDNESDAY, NOVEMBER 18, 2009
DODD HALL AUDITORIUM
3:35 P.M.



THE FLORIDA STATE UNIVERSITY
FACULTY SENATE

MINUTES
FACULTY SENATE MEETING
OCTOBER 14, 2009
DODD HALL AUDITORIUM
3:35 P.M.

I. Regular Session

The regular session of the 2009-10 Faculty Senate was held on Wednesday, October 14, 2009. Faculty Senate President Eric Walker presided.

The following members attended the Senate meeting:

M. Allen, T. Baker, E. Baumer, K. Bearor, W. Berry, P. Bowen, M. Burmester, K. Burnett, E. Chicken, R. Coleman, J. Dodge, J. Dorsey, J. Druash, I. Eberstein, K. Erndl, J. Fiorito, S. Fiorito, S. Foo, W. Francis, K. Gallivan, J. Geringer, D. Gilbert, R. Hauber, J. Hinterlong, C. Hofacker, P. Iatarola, R. Ikard, E. Klassen, J. Koslow, W. Landing, B. Lee, J. Leiber, H. Li, K. McCullough, D. Moore, A. Mullis, P. Munton, J. O'Rourke, R. Pekurny, J. Pignatiello, V. Richard Auzenne, J. Saltiel, R. Schwartz, S. Southerland, T. Stallins, J. Standley, E. Stewart, E. Trowers, J. Turner, L. Wakamiya, E. Walker, P. Ward, X. Yuan, J. Zheng.

The following members were absent. Alternates are listed in parenthesis:

I. Audirac, J. Beckham, P. Born (**D. Paradice**), J. Bowers, R. Bruschweiler, D. Butler, M. Cai, J. Carbonell, A. Chan Hilton, I. Chiorescu, J. Clendinning, J. Cobbe, D. Cooper, R. Doel, G. Doran (**R. Marrinan**), L. Edwards, R. Eger, A. El-Azab, M. Fenley, A. Gaiser, L. Garcia-Roig, K. Harris, E. Hull, M. Kabbaj, H. Kim (**J. Barabas**), T. Kolbe, D. Latham, L. Lyons, C. Madsen, T. Matherly, J. Milligan, S. Milton, G. Rogachev, R. Romanchuk, K. Rost, H. Schmidt, J. Sickinger, J. Sobanjo, M. Sussman, H. Tang, S. Thomas-Tate, N. Trafford, C. Upchurch, P. Villeneuve, D. Von Glahn (**B. Fredrickson**), Y. Wang, M. Wasko (**F. Heflin**), L. Wexler.

II. Approval of the Minutes

The minutes of the September 9, 2009 meeting were approved as distributed.

III. Approval of the Agenda

The agenda was approved with one change. Sandy Lewis, UPC, will not be able to report at today's meeting.

IV. Report of the Steering Committee, J. Standley

On Sept. 15, the Steering Committee met with John Hicks, the outside consultant for the Presidential Search. This was prior to his meeting with the Board of Trustees. We gave input on the type of individual the faculty desired as the next President for FSU with emphasis on the following:

- An external candidate who immediately follows Pres. Wetherell which would avoid the need for an interim person
- An academic with prior experience as a university president with a national reputation as an outstanding leader
- An individual with appreciation for the undergraduate Liberal Arts strengths and traditions of FSU
- An individual who would be positively challenged by the opportunity for rebuilding FSU from the dire budget cuts of the last 3 years
- A timeline that allows for careful selection with the realization that Dec. is probably an unrealistic date.

At his orientation for the Presidential Search Advisory Committee, consultant Hicks reported on this meeting and conveyed the faculty list of desired characteristics. The Presidential search is ongoing and input is desired from all faculty. Please nominate prospective candidates and provide input via the website.

The BOT met on Sept. 17. On behalf of the Steering Committee, I reported the above to the Board of Trustees at the beginning of their meeting on Sept. 17. I also informed them of the resolution that we passed at the last Senate meeting asking the university to immediately restore the ratio in each College of full-time-equivalent students to full-time-equivalent tenured and tenure-track faculty to no more than its value at the start of the Fall 2007 semester and to lower it further as a high priority. This led to some questions from the Board of Trustees about the current faculty/student ratio and how that compares to our colleagues in other universities.

The Steering Committee met with Amy McKenzie on proposed changes to the Academic honor Policy. Those changes desired by the Steering Committee now need approval from the Student Senate and after approval by them will then be scheduled for a Senate vote sometime later this semester.

We have given input to Bob Bradley concerning the Strategic Plan for the University which is soon to be posted on the Presidential Search Website. Unfortunately, the budget crisis has altered the financial resources to carry out many of the goals of the plan, therefore it already needs revision. Realizing this, please be aware that the document posted is the best draft at the moment without full information about future resources and their implication. It is included as one of President Wetherell's three priorities for preparing the university for the next President: initiating and developing the billion dollar fund raising campaign, presenting a Strategic Plan, and presenting a 3 year balanced budget.

We have been discussing the textbook ordering policies for FSU and realize that there are a number of problems. We will continue this discussion to try to make the policy more realistic and more faculty friendly. If you or your college have specific problems to be addressed, please let the Steering Committee know so that we can be sure those are included in these discussions.

We are also discussing the University's decision for budgetary reasons to stop purchasing "Turn It In," the plagiarism software previously used by FSU. We do have an option through Blackboard that does not seem to meet the need as well. If you are having problems with the loss of this software, please let us know. We are trying to ascertain whether re-subscribing to "Turn It In" would be critical during this budget crisis.

There will be a Senate reception at the President's House in December and we will be announcing the specific day and time as that is affirmed. Please plan to join us since we don't have the ability for social time after the Senate meetings this year.

V. Report of Standing Committees

There were no reports of Standing Committees.

VI. Old Business

There were no items of old business.

VII. New Business

- a. Incompletes Policy, E. Walker

See addendum 1. **The motion passed unanimously.**

The motion passed unanimously.

VIII. University Welfare

- a. Updates on Bargaining and Related Matters, J. Fiorito

Collective Bargaining

You may hear reports that the UFF is blocking faculty raises. Odd as that may sound, there is some truth in such reports. Let me explain.

The UFF is the exclusive bargaining agent, and collective bargaining is the appropriate method for setting salaries and other terms of employment for bargaining unit faculty. These matters were established by an overwhelming and legally binding vote of the faculty.

The FSU administration's right to grant administrative discretionary increases (ADI) in salaries exists because it was mutually agreed upon in our collective bargaining agreement, and it is limited by that agreement. Section 23.9(a)(6) provides that any ADI proposed after June 30th, 2009 are subject to review by the UFF, and shall not be implemented if there is an objection from UFF.

UFF-FSU leaders reviewed the most recent requests from the administration (dated September 29th, 2009) for seven proposed ADI. We decided that in the absence of a new salary agreement and in the face of planned faculty layoffs, there must be compelling justification for any discretionary raises. We did not find the justifications provided for the proposed raises to be compelling. We registered our objections on October 9th.

Interested persons should review the appropriate provisions of the collective bargaining agreement, particularly Article 23. Further information regarding collective bargaining and ADI raises is available at the UFF-FSU web site (www.uff-fsu.org) and especially the "Bargaining News" page, www.uff-fsu.org/cbac.

In the broader view, there has been some progress in bargaining. At least we have been able to clarify where the Administration-BOT and the UFF-FSU faculty teams differ. Some key differences are these:

1. The administration team continues to press for ending unused sick leave payouts for new faculty, reduced summer teaching compensation, and authority to grant discretionary raises (ADI), and is resisting inclusion of language to raise the tenured-and-tenure-track faculty to student ratio.
2. The faculty team continues to oppose the administration proposals just described and wants to include meaningful language – not just good intentions – on the faculty to student ratio. In addition, we have proposed language on starting salaries and to make raising current faculty salaries a high priority in the University's budget requests. We have also made clear that we will waive our rights to bargain only with strong justification.
3. As noted last month, we made some progress on new non-tenure track faculty classifications. Our faculty team would like to include language reflecting that progress in the agreement now, but the administration team prefers to wait. We agreed to establish a joint committee to continue working on details.
4. Both sides say they want to include Paid Parental Leave in our contract and extend its authorization. The current MOA only provides this benefit until December 31st.

These and other bargaining matters are detailed more fully at the "Bargaining News" web page mentioned earlier, www.uff-fsu.org/cbac. Our next bargaining session is

on Friday, October 23rd at 2pm at the FSU Training Center. Senators are most welcome to sit in.

Consultations

Since last month's Senate, we met with Provost Abele at a President's Consultation. We discussed a wide range of issues, from layoffs to building security.

Facilitation and Grievance Issues

The administration notified the UFF that facilitation could not resolve our layoff concerns. We filed formal grievances. I understand that the administration is contesting whether the grievances were properly filed. We followed up with a request for arbitration. In arbitration, a neutral third party will decide this issue, which must be resolved before the merits of the grievances can be addressed.

Mark Your Calendars for Professor Matthew Finkin's Visit

Matthew Finkin of the University of Illinois' College of Law will be our special guest on Monday, November 16th. Professor Finkin, an AAUP activist and expert on tenure and academic freedom, will speak at a UFF-FSU sponsored luncheon. His tentative topic title is "Should Tenure Be Tenuous?" All Senators are strongly encouraged to attend. Watch for further details in a forthcoming announcement. For now, please hold the date -- Monday, November 16th -- noting that due to schedule constraints, we will probably start the luncheon at 11am, a bit earlier than usual. We have reserved SSB 203 for this event. I sincerely hope that you will attend.

IX. Announcements by Deans and Other Administrative Officers

There were no announcements by Deans and Other Administrative Officers.

X. Announcements by Provost Abele

The Provost was not in attendance.

XI. Announcements by President Wetherell

President Wetherell was not in attendance.

XII. Adjournment

The meeting adjourned at 4:10 p.m.



Melissa Crawford, Faculty Senate Coordinator

FLORIDA STATE UNIVERSITY
"Incomplete" Grade Policy
Approved by Faculty Senate 10/14/2009

"Incomplete" ("I") grades should be recorded only in exceptional cases when a student, who has completed a substantial portion of the course and who is otherwise passing, is unable to complete a well-defined portion of a course for reasons beyond the student's control. Students in these circumstances must petition the instructor and should be prepared to present documentation that substantiates their case. "Incompletes" should not be granted in order to allow students to do extra coursework in an effort to increase their grades.

Even under these circumstances, the authority for determining whether to grant an "Incomplete" rests solely with the instructor. A Graduate Teaching Assistant must have approval from a supervising faculty member to grant an "Incomplete." (One exception to this guideline occurs when an "Incomplete" is applied as a result of allegations of academic dishonesty that have not been resolved by the end of a semester.) Deans' offices can often provide guidance to instructors regarding the appropriateness of an "Incomplete" in individual cases.

In order to assign an "Incomplete," an instructor is required to indicate on the grade roster the time frame for resolution of the grade and the default grade to be assigned if the student does not complete the remaining academic work. Some departments also require that an "Incomplete" be documented with an "Incomplete Grade Agreement." It is the student's responsibility to complete the remaining academic work within the agreed-upon time frame.

Under University policy, an "Incomplete" grade automatically reverts to the predetermined default grade at the end of the semester that has been specified by the faculty member as the time frame for resolution, unless one of two conditions is met:

1. Upon completion of the agreed-upon work, the instructor submits a grade-change form that replaces the "I" with the final grade for the course.
2. The instructor submits a separate "Incomplete Extension of Time" form to the Evaluation and Posting Section of Admissions and Records before the end of the semester in which the "I" is set to expire.

In cases where no default grade or instructor-determined expiration semester exists, incomplete grades will expire to an IE at the end of the next term of enrollment unless the instructor submits a grade change form prior to the official grade posting deadline. No grade changes will be made to default grades or unresolved "I" grades after the degree has been granted. Thus, it is critical that an instructor work closely with the student and department staff regarding the clearance of an "Incomplete" grade.

Incomplete Grade Agreement – Department of _____
(A copy of this form must be completed for each “I” grade given)

Note: Incomplete” (“I”) grades should be recorded only in exceptional cases when a student, who has completed a substantial portion of the course and who is otherwise passing, is unable to complete a well-defined portion of a course for reasons beyond his or her control.

Student Name: _____ FSUSN: _____ Email: _____

Instructor Name: _____ Phone: _____ Email: _____

Course Prefix and Section: _____ Semester/Year Taken: _____

Work to be Completed by the end of _____(Semester) _____ (Year)

Default grade to be assigned if student does not complete academic work: _____

Specific Work to be Completed: _____

The “I” grade will be changed to the default grade if the work listed above is not satisfactorily completed by the semester indicated by instructor. Incomplete grades cannot be changed once a degree is posted.

By signing below, the student has agreed to complete the work by the time specified, without further prompting from the instructor. If the work is not submitted by the due date, the grade will be changed to the default grade listed above.

Student’s Signature
(attach email of agreement if student not available)

Date

Instructor’s Signature

Date

cc: Instructor – Original
Student
Student’s Academic Dean
Department Chair (offering the course)