MOTIONS 2003-2004

Marcel Escoffier, Chairman

September 2, 2003:

No motions

September 23, 2003:

Motion #03/04:01:

All correspondence, class rolls, and other documents that may be viewed by other than the faculty member and the student involved shall not show the complete student ID number. Students may be identified by the last four digits of the student ID number or by some other ID number mutually agreed upon by the student and the faculty member.

October 14, 2003 (Biscayne Bay Campus):

Motion #03/04:02:

The Faculty Senate directs the Steering Committee to appoint a Task Force on the issue of the Medical and Health Care Initiative. The Task Force will study the impact of a medical school with a report back to the Faculty Senate by December 2, 2003

Motion #03/04:03:

The Faculty Senate wishes to remind the Provost that any proposal for a Medical and Health Care Initiative must be submitted to the Graduate Council for its consideration

November 4, 2003:

Motion #03/04:04:

The Faculty Senate approves the new track in Advanced Athletic Training Sorts Medicine Track

Motion #03/04:05:

The Faculty Senate approves The Graduate Certificate in TESOL

Motion #03/04:06:

The Faculty Senate approves Curriculum Committee Bulletin #1

Motion #03/04:07:

All officers of the Faculty Senate shall begin their term of office effective August 1st of the year in which they were elected to office.

No Motion 03/04:08 (Error)

November 18, 2003:

Motion #03/04-09:

The Faculty Senate Budget Committee will conduct a salary study. This study should report on the relative salaries at FIU and the other State Institutions. The report should examine issues concerning gender, race, and other pertinent factors.

Motion #03/04:10:

All Standing Committees shall conduct an initial meeting within 30 days of the start of the academic year for the purpose of electing a committee chair.

Motion #03/04:11:

The Honorary Degrees and Awards committee is instructed by the Faculty Senate to present to the Senate its justification for proposing the awarding of an honorary degree. When presenting the proposal at the Senate meeting, a representative of the committee will act as advocate for the nominee and shall be prepared to answer all questions regarding the nominee. All documentation for such an award will be made available on the Faculty Senate website no less than five days prior to being placed on the Senate agenda

December 2, 2003:

Motion #03/04:12:

The Faculty Senate commends the President's commitment not to expend additional E&G funds for the proposed move to division 1-A football and supports the SGA's motion regarding the influence on other athletic programs.

Motion #03/04:13:

The Faculty Senate approves the concept of the Medical and Health Care Initiative and recommends the inclusion of members from the Senate Task Force and other faculty on any group that prepares the final proposal for submission to the Chancellor of Higher Education and the Board of Governors.

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Motion #03/04:14:

The Faculty Senate approves Stuart Eizenstat to be placed in the President's pool of candidates eligible to receive an Honorary Degree

Motion #03/04:15:

The Faculty Senate approves the addition of a course grade of F0 (F zero). An F0 will be given to students who both earn a failing grade based on course standards and who fail to complete at least 60% of the course requirements or fail to attend at least 60% of class sessions. An F0 equals zero grade points per credit hour and is a permanent grade. Each instructor will adopt standards appropriate to his or her course in determining the assignment of this grade.

Motion 03/04:16:

The Senate thanks the Nature Preserve Committee and supports in principle the proposed plans for the preserve as submitted.

January 13, 2004:

Motion #03/04:17:

 The Faculty Senate Approves the Asian Studies Graduate

Motion #03/04:18:

The Faculty Senate approves the Certificate in History and Theory of Architecture for Graduate Students.

Motion #03/04:19:

The Faculty Senate approves the Certificate in Advanced Digital Design for Graduate Students.

Motion #03/04:20:

The Faculty Senate approves Bulletin #2 with the following temporary withdrawals pending resolution of objections:

Proposed BA in Physics with a Physics Education Concentration

PCO 5XXX – Group Theories and Practice

PCO 5XXX – Principles and Practice of Educational and Vocational Counseling

PCO 5XXX – Substance Abuse Theories and Processes

Certificate in Advanced Digital Design for Undergraduate Students

February 3, 2004:

MOTION #03/04:21:
Florida International University's Millennium Strategic Plan recommends the establishment of a cross-functional Strategic Financial Planning Committee. The Faculty Senate endorses this proposal and requests its immediate implementation. The Committee, proposed as part Action Plans during the Millennium Strategic Planning process, shall be comprised of senior executives who have direct knowledge of budgetary, planning, research, university funding, and operational matters. The committee shall develop such financial plans as may be necessary to realize the strategic vision of FIU.
Specific duties will include:

• Develop a knowledge base of the financial support available to the University through E&G, Tuition and Fees, C&G, Foundation, and Auxiliary Sources.
• Develop specific strategic programmatic priorities for the entire university with recommended financial support for these priorities.
• Establish working task forces to address emerging issues as the need arises.
• Communicate these issues to all members of the FIU community through existing university constituencies on a regular basis.
• Assure that there is an annual evaluation of Deans and Senior Level Administrators using measures of the success in implementing these plans.
• Review and assess the university's financial infrastructure to ensure that the finances

of the university are being guided by these specific strategic plans.
• Regularly evaluate and recommend changes/revisions of the priorities to accommodate events as they occur.
• Recommend a budget allocation process for the university consistent with the responsibilities of the Strategic Financial Planning Committee.

Membership on the committee will consist of; the chief financial officers (or their delegates) from Business and Finance, the Provost's office, and Student Affairs. Additionally, as recommended by the report, we propose the following members, Vice President for Funded Research, Vice President of University Advancement, Associate Vice President for Budget and Planning, President of the Student Government Association, Chair of the Faculty Senate, and two Academic Deans, to be selected for annual terms in rotation. And two professors, one representing UPC and one representing BCC.
Further, we propose that this committee be given the authority to hire one full-time administrative assistant.

MOTION 03/04:22:
The Faculty Senate directs the UCC Oversight Committee to prepare policies and procedures designed to make oversight of the UCC more effective. These policies and procedures should address the following three accountability issues. First, who is to be held accountable? Second, how can performance be measured? And third, how can good performance be encouraged and bad performance discouraged? The committee is instructed to present its recommendations by the April 13, 2004, Faculty Senate meeting.

MOTION 03/04:23:
The Undergraduate Council, working in conjunction with and with the support of the office of Planning and Institutional Effectiveness, will review upper division compliance of departments and divisions with the accountability measures established during the SACS Accreditation Review. It will assist any department not in compliance toward meeting its obligations.

FEBRUARY 24, 2004

MOTION 03/04:24: Special Motion: Time Rules

In order to have a timely discussion as part of the Faculty Senate on the issues before it, the Senate adopts the following rules:

1. The Steering Committee shall adopt a Faculty Senate meeting agenda with time allocations.

2. The Parliamentarian shall signal when there is one minute remaining using a yellow signal. The Parliamentarian shall signal when time is up using the red signal. The Senate may extend debate in five (5) minute intervals but only after the Agenda has been amended to postpone discussion of some other item until the next meeting. (In other words; any extension of time must reduce the time spent discussing any subsequent agenda item.)

3. All speakers shall be subject to the same time constraints. A reasonable period of time shall be allotted for questions. Under most circumstances, the Parliamentarian shall allow a one minute grace period for the speaker to conclude their remarks.

4. Any reports should include a handout. Those making the reports should only include new material in their presentation and immediately ask for questions. This motion was rescinded in 2004-2005.

MOTION
03/04:25:

The Faculty Senate approves the Certificate in Community Nutrition (Bulletin #3, 2003-2004).

MOTION 03/04:26:

The Faculty Senate approves Curriculum Committee Bulletin #3 with the following changes:

Action on the Executive Masters in Sales Management is postponed

College of Business – New Courses:

ISM 4XXX - Introduction to Information Security

New name: Introduction to Security Management. New description: Managing information security problems: includes attack methods, detection and prevention techniques, cryptography, firewalls and intrusion detection systems, security policies and risk management and incident response.

ISM 4XXX – Database Systems and Physical Design – New description: Trains students on managerial activities performed by a data base administrator and on efficient performance of a database. Topics include: physical design, database server architecture, capacity planning, and storage structures.

College of Education – New courses:

ARE 4 XXX Advanced Workshop in Art Education - Classical Drawing

ARE 4 XXX Advanced Workshop in Art Education - Landscape

ARE 4 XXX Advanced Workshop in Art Education - Portraiture

ARE 4 XXX Advanced Workshop in Art Education - Still Life

ARE 4 XXX Advanced Workshop in Art Education - Painting in the Garden

Replaced with: ARE 4925-29 – Advanced Workshop in Art Education

College of Health and Urban Affairs – Course change:

PHC 6050 – HIS 6508 – Statistical Analysis for the Health Professions. New title: Health Statistics

School of Architecture – New Courses

ARC 3XXX – Web Applications in Architecture – The design, gathering and organizing of visual content for placement on the web as used in architecture.

ARC 5XXX Web Applications in Architecture – The design, gathering and organizing of visual content for placement on the web as used in architecture as well as the exploitation of relevant ideologies of design.

Motion #03/04:27:

The Faculty Senate approves the 2004-2005 Academic Calendar, as revised.

Motion #03/04:28:

The Faculty Senate requests all speakers to respect the spirit of community and diversity of the University.

MARCH 9, 2004 – BISCAYNE BAY CAMPUS

Motion #03/04:29:

The Faculty Senate approves Curriculum Committee Bulletin number four.

Motion #03/04:30:

In order for the Nominating Committee to hold an election on April 13, 2004, the Senate authorizes the

process for electing new senate officers to start on March 29, 2004.

Motion #03/04:31:

The Faculty Senate at Florida International University opposes proposals to charge out of state tuition to

undergraduate students not enrolled in degree programs or who exceed their program credit hour

requirement by 10%.

MARCH 30, 2004:

Motion #03/04:32
The Faculty Senate unanimously approves Enrique Garcia Rodriguez as a candidate to be placed in the President's Honorary Degree Pool for 2004-2006**.**

Motion #03/04:33
Discussion of the University Core Curriculum Policies and Procedures is postponed until April 13, 2004.

APRIL 13, 2004

Motion 03/04:34:

The Faculty Senate approves the Ph.D. Program in Public Health

Motion 03/04:35:

The Faculty Senate approves the Occupational Therapy Master of Science

Motion 03/04:36:

The Faculty Senate approves the Master in Computer Science for Current CS Undergraduate Students.

Motion 03/04:37:

The Faculty Senate approves the Graduate Certificate in Accounting

Motion 03/04:38:

The Faculty Senate approves the Graduate Certificate in Taxation

Motion 03/04:39:

The Faculty Senate approves the TESOL Graduate Certificate Program

Motion: 03/04:40:

The Faculty Senate approves Curriculum Committee Bulletin #5 with the following corrections and temporary withdrawal:

· The hearings on the 3 Artist Certificates from the School of Music should be Graduate Council hearings only.

· EEL 5XXX Introduction to Nanotechnology (p24): New description: Nanoscale electrical, optical and magnetic device operation. Overview of new devices enabled by nanotechnology, methods for fabrication and characterization of nanoscale devices.

· Temporary withdrawal of the change in the name of the Community Mental Health Counseling track pending resolution of an objection. (p.7)

Motion: 03/04:41:

The Faculty Senate approves the Bachelor of Arts in Music Education

Motion: 03/04:42:

The Faculty Senate approves the accountability measures for undergraduate education at Florida International University as amended.

JUNE 15, 2004

Motion #03/04:43:

Programs leading to a doctoral degree require at least 75 semester credit hours beyond the bachelor's degree. These shall include a minimum of:

- 30 credit hours earned in academic courses which are part of the doctoral program (See Section 2.4.1.)

- 24 dissertation credit hours taken at this University.

Motion #03/04:44:

The Faculty Senate approves the FIU-FLASCO dual MA Program in Political Science (in Spanish)

- § The program in the motion was explained by Nicol Rae. It involves a partnership with a prestigious Latin American consortium, and will benefit Spanish-speaking professionals

- § The motion passed.

Motion #03/04:45:

The Faculty Senate approves the track name change (in Bulletin #5): MS in Counselor Education- Community Mental Health Counseling to MS in Counselor Education-Mental Health Counseling.

Motion 03/04:46:

With the recommendation of the Undergraduate Council, the Faculty Senate approves the Specialty Track in Early Childhood Education.

Motion 03/04:47:

The Faculty Senate approves Curriculum Committee Bulletin #6 with the following withdrawals resulting from the resolution of an objection:

- · MAE 3XXX Modeling in Mathematics and Sciences – will be offered as an experimental course in the Fall, 2004,

- · MAE 6XXX Modeling Approach in Mathematics Education Curriculum will be offered as an experimental course in summer, 2004.

- · Policy change in time limits to graduation for the M.F.A. This needs to go through the Graduate Council.

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YEAR END REPORTS 2003-2004

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<u>**UNIVERSITY CORE CURRICULUM OVERSIGHT COMMITTEE**</u>

Year-End Report of the Senate's University Core Curriculum Oversight Committee

The Committee met formally three times during the year and conducted much of its business *via* e-mail. The Committee began by working with the Office of Institutional Research to develop and refine a report which would provide it with information each semester regarding the UCC offerings. This report will be used by the Committee to monitor frequency of offerings, staffing of sections, and a variety of other basic informational items.

The Committee discussed initial versions of the report, and the final version of the Fall 2003 report. For the first semester of the UCC, the Committee found that of the 2000 and 3000 sections in the UCC: 39% were taught by adjuncts, 55% by faculty, 4% by graduate assistants, and 2% could not be determined. While this is within the overall parameters set by the Senate, not all Departments and Programs were in compliance with the Senate's requirement that at least 50% of all sections of any such UCC course be taught by faculty members, and so the Committee sent a letter to Chairpersons in all departments and Programs offering UCC courses reminding them that the Senate's requirement. With data from the Spring and Summer semesters, the Committee will be able to take a more informed and critical look at the staffing of these courses.

The Committee discussed the charge it received from the Senate to develop "oversight policies," and after extended discussion, it developed a "charge" and "oversight policy" which were ultimately amended and adopted by the Senate on April 13, 2004 (reproduced at the end of this report).

The Committee received a number of inquiries regarding either changes to UCC courses, or regarding proposals for new courses, but no formal submissions were made (according to the Senate's UCC requirements, no new courses could be added until the Fall of 2005).

State of the UCC Report:

In its initial year the UCC was generally in compliance with the Senate's requirements. Since this curriculum is one which students generally do not fulfill in their first year, not all the courses were offered, and a more informative picture will emerge only at the end of the next academic year.

Committee Members: Chris Brown [Biology], Victoria Castellanos [Dietetics and Nutrition], Paul Draper [Philosophy], Bruce Hauptli [Chairperson], and Dev Roy [Mathematics]. *Ex officio*: Rosa Jones [Vice President, Undergraduate Studies], Rusty Belote [Undergraduate Studies], Marie Zeglan [Institutional Research].

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The following passed the Senate on 04/13/04.

The Committee oversees the UCC, and this entails that it holds all of the following accountable:

departments and programs offering UCC courses (for fulfilling the relevant goals and objectives for their courses, and for meeting the general requirements for the UCC),

> deans and colleges, as well as the Provost and President (for providing the resources necessary for the UCC to accomplish its goals), and

> the offices of Undergraduate Studies, Institutional Research, and Program Review (for providing the necessary data, information, and support which makes this oversight possible).

Committee Policies and Procedures:

1. <u>New UCC Course Proposals</u>: Departments and programs may submit existing courses for inclusion in the UCC to the Committee which will transmit any positive recommendations to the Faculty Senate for its consideration. Courses may be submitted for only one requirement area, and submissions must include both a full sample syllabus and a justification which clearly addresses how the course fulfills the goals and objectives for the requirement area. Courses offered for this curriculum should be offered regularly to the general undergraduate student population, and should generally be at the 1000 and 2000 level (no 4000 level courses are allowed). If a course is submitted for a requirement area which is already full (most of the areas are limited to twenty courses), the department or program proposing the course may identify a course which they recommend for elimination from the requirement area so as to allow for inclusion of the proposed course. If the Committee recommends a course for a requirement area which is already full, its motion to the Faculty Senate must specify which course will be deleted from the UCC to make room for the new course.

2. <u>Oversight of the Existing UCC Curriculum</u>:

a. The Committee will examine information compiled by Undergraduate Studies and Institutional Research each semester and other information relevant to effective oversight of the UCC. The Committee will work to ensure that requirements specified for the UCC (for example that all three-credit courses above 2000 have at least 50% of their sections taught by full-time faculty members). The Committee will examine the issue of class size for all UCC courses, and will check to see that each UCC course is being offered regularly—each UCC course should be offered at least once a year. Where concerns arise the Committee will notify the relevant departments and programs and work with them to rectify the problems.

b. Each UCC section must have its syllabus posted on the Web with links from the department or program websites. The Committee will regularly review the syllabi of sections of UCC courses (sometimes consulting with appropriate experts) in an effort to determine if the UCC courses as they are actually being taught are designed to achieve the goals of the UCC.

c. The Committee will oversee an experimental program wherein an examination such as the ETS Academic Profile Exam will be given to a sample of UCC students both at the beginning of their freshman year and after they complete the UCC. These students will also be interviewed concerning their UCC experience. The individual results of the exam will not be made public.

Information gathered here will be retained for future reference as the Committee engages in its on-going oversight.

d. On a regular basis departments and programs offering UCC courses must compile a Course Portfolio for specific UCC courses as designated by the Committee. Each semester the Committee will identify specific requirement areas, or course clusters within these areas, and designate specific sections for study. The department or program involved shall provide a portfolio for these sections containing at least the following information: a hard copy of the syllabus, copies of student assignments, samples of student work fulfilling the assignments (including ones judged as exceeding, meeting, and failing to meet the assignments), and a student satisfaction-and-response report (approved by the Committee). The Committee will use these portfolios to assess whether a course meets the goals, objectives, and requirements of the UCC.

e. Departments and programs are encouraged to supply other information which may help the Committee to assess how well UCC courses are fulfilling the goals, objectives, and requirements of the UCC.

f. The Program Review process should require that departments and programs discuss their contributions to the UCC in their self-studies, and this information should be shared with the Committee. Faculty Senate Committees involved in the review of a program should take it as an essential part of their duties to carefully examine that program's contribution to the UCC.

g. An annual "State of the UCC" report will be written by the chair of the Committee with input from other Committee members. The report will be distributed to the University Community and will detail progress, problems, opportunities, barriers, etc.

ACADEMIC POLICIES COMMITTEE

Report of the Academic Policies Committee for 2003-04

Members:

Rebecca M. Salokar, Co-chair, Arts and Sciences

Adis Beesting, Co-chair, Library

Irma Becerra-Fernandez, Business

Berrin Tansel, Engineering

Jinlin Zhao, Hospitality

Humberto Delgado, Journalism

Ellen Cohn, Health and Urban Affairs

(No participation by representative of Education)

The Academic Policies Committee met four times during the 2003-04 Academic Year (twice in the Fall and twice in the Spring).

The committee managed three major issues during the year:

1. Referred by the Senate, the committee crafted language establishing a distinctive failing grade that would meet the requirements of federal standards for financial aid. The Faculty Senate adopted this motion.

2. With the administration, reviewed and considered the academic calendar for 2004-05. The committee pushed for increased time between final exams and grade submission deadlines. The Faculty Senate, with some revisions, ultimately adopted the calendar.

3. Referred by the Senate Steering Committee, the committee met with and discussed a proposal to include entrepreneurship as a criterion for merit, tenure and promotion. After a full hearing and energetic discussion, the committee made some suggestions to the policy's

sponsor (Richard T. Schoephoerster) and urged him to revisit the issue in the Fall with the successor committee. Those suggestions included:

- If such a policy were to be adopted, entrepreneurial activity is probably not appropriate at the tenure/promotion to associate level. It may be appropriate for promotion to full professor as one of the many measures for achievement, but not as a required element.
- Development of a draft of the existing tenure and promotion policy with specific language inserted where entrepreneurial activities might naturally fit within the current criteria of teaching, research, service and governance.
- Develop language for merit consideration that includes entrepreneurial activities as components of the teaching, research and service assignments.

Given the impacts, perceived or real, that such changes are likely to have on the tenure, promotion and merit processes, the committee believed it was premature to refer any policy recommendation to the full Senate for consideration. The committee was hesitant to make any commitments to Prof. Schoephoerster or to bind the successor committee to any commitments other than consideration of the recommendations above at their first Fall 2004 meeting.

Submitted by: Rebecca M. Salokar

UNIVERSITY CURRICULUM COMMITTEE

University Curriculum Committee

Year End Report 2003-2004

We published 6 bulletins during the year. In addition to new unit specific admission standards and changes in programs, we had many new course proposals and course changes/deletions. We met jointly with both the Undergraduate Council and Graduate Councils on a number of new degrees, tracks, and Graduate certificates.

Undergraduate Council:

New Degree:

B.A. in Music Education

New Track:

Specialty Track In Early Childhood Education

New Certificates:

Advanced Digital Design

History and Theory of Architecture

Professional Leadership Studies

Chinese Studies

Graduate Council:

New Degrees:

Executive Master's in Sales Management (not approved)

PhD in Public Health

MS in Computer Science for current Computer Science Undergraduate Students

New Tracks:

Foreign Language Education (not approved)

Advanced Athletic Training-Sports Medicine Track

Professional Track in Occupational Therapy

MS-Engineering Management –Spanish Language (not approved)

Mental Health Counseling Accelerated Pace Training Track (postponed)

FIU-FLASCO Dual MA Program in Political Science, in Spanish

New Graduate Certificates:

Asian Studies

History and Theory of Architecture

Advance Digital Design

Community Nutrition

Accounting

Taxation

TESOL

I thank the following members of the committee who attended the meetings and/or responded to requests for votes or proxies: Andres Gil (CHUA), Steven Moll (Hospitality), Stephen Winkle (A&S), Adis Beesting (Library), Abbas Tashakkori (COE), Jean Zorn (Law), Sabri Tosunoglu (CEAS), and Lorna Veraldi (Journalism). In addition, my thanks to Juneisy Hawkins, Faculty Senate student assistant, who capably stepped into some very big shoes for a while when Hedy was getting repaired, and Hedy First, who was missed and we are so happy to have her physically back although she still had input while she was recuperating.

Respectfully submitted

Dr. Rosalie C. Hallbauer

Chairperson, University Curriculum Committee

<u>LIBRARY COMMITTEE</u>

Faculty Senate Library Committee Report

2003-2004

Budget

The library has been functioning on a budget that is lower than comparable doctoral-granting university libraries. For the first part of the year, unit and departments were unable to proceed in ordering materials. However, faculty were encouraged to continue placing orders which were held until funding became available. At that time, the requests were sent to the units to be prioritized. During the spring term, when some funding did became available, faculty had a short period of time during which to place orders.

Goals

The goal remains for the Green Library to become an institution supporting a comprehensive research university. A Research Libraries Planning Group has been established by the library personnel. The Chair of the Faculty Senate Library Committee will serve as Ex-efficio member of the committee.

Respectfully submitted,

Joyce C. Fine, Associate Professor

College of Education,

Faculty Senate Library Committee Chair