

To: Faculty Senate Steering Committee
From: Jeffrey W. Cornett, Faculty Senate Secretary
Date: February 5, 1992
Subject: Minutes of Faculty Senate Steering Committee Meeting, January 30, 1992

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Dr. Glenn Cunningham called the meeting to order at 4:10 p.m. Members present were Drs. Biraimah, Cornett, Everett, Fine, Flick, Gupton, Judkins, Pauley, and Taylor. Provost Astro and Dr. Juge were also in attendance.

ANNOUNCEMENTS:

Dr. Cunningham announced that this year's graduation would be at the Orlando Arena. Dr. Astro commented that it would be held Monday evening, 7 p.m., on May 4th. He stated that a large ceremony has advantages (e.g., the cost of doing it there may actually be less than here, they provide security, ushers, parking attendants).

Dr. Cunningham indicated that he was contacted by student government representatives that they are making an effort to hold a rally in Tallahassee. He asked that we consider the importance of this if students miss a class to attend the rally.

OLD BUSINESS: none

NEW BUSINESS:

Dr. Cunningham complimented the members of the Constitutional Revision Sub-Committee on their outstanding efforts. He requested that Steering Committee members turn in editorial comments as soon as possible, and that the focus of this meeting was to discuss substantive changes. He listed the standing committees: Undergraduate Policy and Curriculum; Graduate Policy and Curriculum; Personnel; Budget and Administrative Procedures.

He also listed the reporting committees: Admission and Standards; Athletics; Calendar; Campus Master Planning; Commencement; Computer Policy Board; Courtesies and Awards; Faculty and Staff Benefits; Honors Program; Instructional Resources; Library; Research. He stated that some fine tuning will have to be done and that Dr. Juge, Provost Astro, and President Bryan were quite helpful in the process to date.

Dr. Cunningham stated that he had drafted a resolution and requested Dr. Taylor's assistance in editing it. Dr. Cunningham read the resolution and stated that he had some changes regarding reporting committee membership that would be worked in to the resolution. He suggested that the chair of a reporting committee could not be the director of the related program. Dr. Astro stated that a director should be ex officio, and Dr. Taylor added that the director should be a non-voting ex officio member.

Dr. Cunningham stated that the standing committees might have items come to them on a monthly basis. He stated that the Constitutional Revision Sub-Committee had drawn on the constitutions of other universities. Dr. Astro stated that procedure needs to be established on the reporting process of committees. Dr. Juge stated that the major academic committees are standing committees and that as a result the business of these committees should not "pass in the night."

Dr. Astro indicated that he was clear on how three of the standing committees would function, but was unsure of how the Administration and Budget Committee would operate in budget matters that were not directly related to academics. Discussion followed related to academic and nonacademic budget issues and that while nonacademic budget items impacted on academic matters, the relationship of the two needed clarification as pertains to the committee's charge.

Discussion followed on the date for a Faculty Assembly meeting prior to March 1st. Possible dates will be forthcoming.

Dr. Fine drew attention to the makeup of the research committee and Dr. Cunningham stated that he would put a statement in related to this issue. Dr. Flick stated that there needed to be a reporting committee on sabbatical leave. Dr. Cornett stated that the proposed constitutional revision should be placed in a central location in each college or department and a memo should be sent to all faculty members explaining the process of revision and the rationale. Faculty members need time to deliberate on the changes prior to any Faculty Assembly meeting. Dr. Taylor will draft a cover letter to the faculty. Dr. Cunningham will make certain that this information is distributed in a timely fashion.

Dr. Cunningham requested assistance of the Steering Committee in facilitating discussion across campus and in departments on the constitutional revision. He stated that the February 6th Faculty Senate meeting was rescheduled for February 13th, and that the Steering Committee would meet on February 6th. The meeting was adjourned at 5:05 p.m.

Respectfully submitted,

Jeffrey W. Cornett
Faculty Senate Secretary