MEMORANDUM

TO: President John Thrasher

FROM: Amy Hecht
Vice President for Student Affairs

DATE May 18, 2018

SUBJECT: Request Approval of Amendment to Regulations

- FSU-3.004 Student Conduct Code
- FSU-3.0041 Student Organization Conduct Code

The revisions seek to clarify terminology and procedures in the Student Conduct Code and Student Organization Conduct Code. Particular significant changes are as follows:

FSU-3.004 Student Conduct Code

- Definitions:
  - Advisor – can only serve in advisor role and not have other roles (witness, etc.);
    Availability of Advisors also cannot unreasonably delay hearings
  - Student – expanded to say suspended students are still considered students during suspension period; individuals who leave can be prohibited from future enrollment or accessing records until conduct issue is resolved; students who fulfill academic requirements for degree before conduct issue is resolved may have no change in degree status until conduct issues are resolved
  - Added definition of Student Conduct Board
  - Added definitions for Student Conduct Board and University Housing Conduct Board

- Scope:
  - Stated University’s ability to adjudicate alleged violations regardless of location
  - Added University can choose to not pursue conduct as appropriate (medical amnesty, alleged victims)

- Violations:
  - Rationales – stated that unfamiliarity with Code, intent of individual, and impairment from intoxication are all not justifications for violations
  - Sexual misconduct – changed language about age of consent to be “legal age of location of sexual contact”; added solicitation; updated relationship/dating violence language to include a single instance or a pattern can constitute a finding
of responsibility; expanded exploitation to state distribution of images without consent is a violation regardless if image was obtained with consent

- Animals – added harm to animals, animals that disrupt the University, and animals that cause harm to others as violations
- Hazing – added former members and alumni to those who could be connected to the organization; more potential hazing behaviors: undue financial hardships, forced/coerced inclusion or exclusion from events, unreasonable monitoring or invasion of privacy
- Fire Safety – updated to read as setting an unauthorized fire; added obstructing egress
- Alcohol – updated “driving under the influence” to “operation of a wheeled conveyance under the influence”
- Disruption – added behavior that materially disrupts previously reserved or scheduled activities on campus

- Due Process Rights: added list of rights from the info session sheet
- Hearing Procedures:
  - Stated that conduct action can happen prior to, simultaneously with, or following the conclusion of any criminal or civil process
  - Notice – identifies University email as official notification method
- Hearing Bodies and Authority: Administrative Hearing Panels – now composed of 2 faculty or staff and 2 Student Conduct Board members
- Hearing Procedures:
  - Stated hearings are scheduled at earliest availability of responding student based on appropriate academic requirements
  - Updated language on written statements to not give them undue weight in a hearing
  - Updated language on impact statements – will take impact statements as appropriate
  - Criminal convictions in a court of competent jurisdiction can be used for a finding of responsibility and the hearing focused on outcomes
- Hearing Decisions:
  - Outcomes of separation must be affirmed or modified by Dean of Students or designee
  - Outcome of University Housing contract cancellation must be affirmed or modified by Executive Director of University Housing or designee
- Outcomes:
  - changed name from “sanctions” to “outcomes” and added restrictions on access to and usage of University-related facilities or equipment as an outcome
  - Dismissal definition updated – is an indefinite separation for minimum of 2 years with readmission possible but not guaranteed and is noted on transcript – mirrors the Academic Honor Policy
- Appeals:
  - Added the University can deny appellate request after full review of request if basis of appeal has no merit
  - Stated file reviews will be default appellate process
- Updated language on appeals involving reporting and responding parties
- Deleted language about not being able to reverse findings of not responsible
- Records: Added the University can choose to retain records outside of designated time periods as appropriate

FSU-3.0041 Student Organization Conduct Code

The revisions seek to clarify terminology and procedures. Particular significant changes are as follows:

- Most changes suggested in the individual code are also in the companion noticed organizational code – remaining bullets are differences specific to the Organizational Code
- Definitions:
  - Added definition of student group as any number of persons associated with University and each other but are not registered – includes but not limited to formerly recognized student organizations whose charter was revoked
- Due Process: added list of rights from the info session sheet
- Hearing Bodies & Authorities:
  - Added single-administrator option when in the best interests of University
  - Updated composition of Administrative Hearing Panels – 3 Student Conduct Board members (one of whom is chair) and 2 faculty or staff; for FSL cases, students must be affiliated with FSL organization in good conduct standing
- Hearing Procedures:
  - Criminal convictions against members of an org or group for behavior alleged to have violated the code is deemed established and can focus hearing on outcomes
- Outcomes:
  - Updated Dismissal language to prohibition of recognition for at least 2 years with possibility of regaining recognition
  - Added Expulsion – separation from University with no possibility of regaining recognition

I recommend your approval of this request.

Approved
FSU-3.004 Student Conduct Code

Table of Contents

General Provisions & Procedures

a) Preface
b) Guiding Philosophy
c) Definitions
d) Scope
e) Authority
f) Violations
   1. Sexual Misconduct
   2. Endangerment
   3. Harassment
   4. Hazing
   5. Remote Controlled Aircraft
   6. Weapons
   7. Fire and Safety
   8. Alcohol, Controlled Substances, & Illegal Drugs
   9. Disruption
   10. Misrepresentation or Misuse of Identity or Identification
   11. Property
   12. Computers
   13. Recording of Images without Consent
   14. Recording of Oral Communications without Consent
   15. Publication of Explicit Images
   16. Gambling
   17. Other Violations
f) Due Process Rights
g) Procedures
   1. Charges
      Initiation of Student Conduct Action
2. Notice ............................................................................................................
3. Hearing Bodies and Authorities .................................................................
4. Choices of Hearing Type and Hearing Body Case Resolution Options ....
5. Types of Hearings ........................................................................................
6. Hearing Procedures ...................................................................................
7. Hearing Decisions ......................................................................................

Sanctions Outcomes ....................................................................................
   a) Philosophy and Approach ....................................................................... 
   b) List of Sanctions Outcomes ...................................................................

Appeals .......................................................................................................... 
   a) Function ...................................................................................................
   b) Appeals Involving Reporting and Responding Parties .............................
      e)b) Appellate Officers ............................................................................. 
      d)c) Appeal Requests ............................................................................... 
      d) Appellate Review ............................................................................... 
      e) Appeals Involving Reporting and Responding Parties ......................
      f) Appellate Recommendations and Decisions .....................................

Records ...........................................................................................................
   a) Records Maintenance ............................................................................... 
   b) Release of Records .................................................................................. 
   c) Copies of Records ................................................................................... 

Interim Disciplinary Action Health and Safety Suspension ............................
FSU-3.004 Student Conduct Code

1) General Provisions and Hearing Procedures
   a) Preface/Guiding Philosophy

   a) The Student Conduct Code (further referred to as “The Code”) is a guiding document at Florida State University which emphasizes Florida State University’s commitment to a campus community which exercises the responsible engagement of student freedoms. The pursuit of responsible freedom is consistent with the tenets of the Seminole Creed and the purpose of Upheld the Garnet and Gold efforts to promote civility at the University, as students balance their pursuit of excellence and exploration with consideration to the impact of behavior on themselves and others.

   Engagement in Student life at Florida State the University includes a “voluntary association of scholars who demand and deserve a positive – and special – living/learning environment, as well as a special approach for enforcing the academic community’s standards” (Stoner & Lowery, 2004, p. 5). As such, student conduct at Florida State University embraces the University’s commitment to an educational experience that provides students with an understanding of the complex moral issues inherent in human life and develop “the knowledge and skills for effective and responsible participation in the world.” The Code reemphasizes the dignity and worth of each person and substantiates the need for an inclusive environment to support the betterment of all persons in association with the Florida State University community. “The University is a compassionate community. In its treatment of students, it recognizes the wisdom both of letting students experience the consequences of their actions and of providing the opportunity to learn and grow in ways that can overcome past difficulties” (Florida State University, 2016).

   The University fully recognizes the right of all students to seek knowledge, debate ideas, form opinions, and freely express and discuss their ideas is fully recognized by Florida State University in accordance with the behavioral expectations set forth in this Code. This Code applies to student conduct and will not be used to impose discipline for the lawful expression of ideas. Specific restrictions expectations regarding on-time and place of meetings and assemblies are found in Oglesby Union and other University rules, regulations, or policies. The student conduct process is designed to be educational in nature and promotes the University’s mission. Being a member of the University Community is a privilege, and the conduct process will determine if a student’s conduct warrants they should no longer share in that privilege.

   SOURCES:
   Florida State University. (2016). Academic integrity and grievances. Retrieved from
b) Definitions
For any terms not directly addressed within this section but relevant to the administration of the student conduct process, the Vice President for Student Affairs or designee remains the final authority on any discrepancy.

Please note some of these terms may have different meanings in other contexts.

1. **Advisor.** The term “advisor” means any one person chosen by a responding student, reporting individual, or witness to assist an-said individual throughout the student conduct process, unless service in this capacity would unreasonably conflict with the fair administration of the student conduct process as determined by the appropriate Student Conduct Authority. The University is not responsible for selecting an advisor for any individual navigating the student conduct process. The individual selected by a student as an Advisor may not participate in the student conduct process in any other capacity in reference to the same incident. The availability of an Advisor to attend a student conduct meeting or hearing shall not unreasonably interfere with or delay the student conduct process. Examples of advisors include, but are not limited to, attorneys, law students affiliated with a Student Government Association-sponsored program, University administrators, University faculty or instructors, or University staff.

2. **Business Day.** The term “business day” refers to any weekday Monday through Friday in which Florida State University is in operation. This does not include days when the University is closed or classes are not in session.

3. **Hearing.** The term “hearing” means an informal or formal proceeding, conducted by a hearing body in accordance with the Student Conduct Code, through which determinations of responsibility and non-responsibility are made and sanctions imposed are assigned as appropriate.

4. **Hearing Body.** The term “hearing body” means any person or persons authorized by the Student Conduct Code to conduct hearings, determine finding regarding whether a student has or has not violated the Student Conduct Code, and recommend or assign sanctions if necessary.

5. **On-Campus.** The term “on-campus” means all land, buildings, facilities, and other property in the possession of or owned, used, or controlled by the University, including adjacent streets, sidewalks, and parking lots. See also subsection 12 “University” below.
6. **Policy.** The term “policy” means the written statements of governing the University as found in, but not limited to, the State of Florida Board of Governors regulations, the University’s Board of Trustees regulations, the Student Conduct Code, the General Bulletin, the Online Student Policy Handbook, the Directory of Classes, the Guide to Residence Living, and other written requirements of departments, organizations, and clubs.

7. **Preponderance of the Information.** “Preponderance of the information” means that the information, as a whole, shows that the fact sought to be proved is more probable than not. This standard shall be used in adjudicating all student conduct cases within this Student Conduct Code.

8. **Reporting Party/Individual.** The term “reporting party/individual” means any individual who has been directly impacted by and reported another person’s alleged violation of the Student Conduct Code. The reporting party/individual is the individual who files a report or on whose behalf a report is filed.

9. **Responding Party/Student.** The term “responding party/student” refers to a student who has been accused of an alleged violation of the Student Conduct Code.

10. **Student.** The term “student” means any person who is admitted to and enrolled at in any credit-bearing course or program in any school or division of Florida State University at the time any alleged violation(s) occurred, any person who is admitted to the University and is present on campus for the purpose of being enrolled in any University course or program, including Orientation, or any person who has been enrolled in any credit-bearing course or program at the University and continues to be associated with the University, because the student has not completed the course or program in which the student was enrolled. In cases of dual enrollment, jurisdiction over a student’s conduct will be determined in consultation with appropriate officials at the student’s other institution. An individual who has been suspended from the University through the conduct process is still considered a student, for the purposes of this Code, during the suspension period. An individual who leaves the University before a conduct issue is resolved is not a student may be prohibited from future enrollment and/or accessing University records until the matter is resolved. Students who fulfill academic requirements for a degree before a conduct issue is resolved may have no change in degree status until the matter is resolved.

11. **Student Conduct Authority.** The term “Student Conduct Authority” refers to an individual or administrative unit whose administrative duties include the fair administration of the student conduct process, including formal and informal action in response to behavioral concerns. Please see the section on “Authority” for more information. This definition includes, but is not limited to, the Office of Student Rights & Responsibilities, University Housing, and International Programs or their successors.

12. **University.** The terms “University” and “University properties” mean Florida State University, including the main Tallahassee campus, all property leased, used, or controlled by the University, all branch campuses, facilities, and University International Programs’ locations and property. The Student Conduct Code applies...
to the University as defined herein. Non-substantive procedural modifications that reflect the particular circumstances of each campus and international program are permitted.

13. University Community. The term “University community” includes any person who is a student, faculty member, University official, visitor, contractor, volunteer, representative of the University, or any person employed by the University.

14. University Defender. The term “University Defender” means any person provided by the Student Government Association, either through formal appointment or informal referral, to serve as a resource advisor to a responding party under the authority of University Regulation FSU 2.006.

15. University Official. The term “University official” means any person employed or appointed by the University to perform assigned teaching, research, administrative, professional, or other responsibilities assigned to engage in teaching, research, administrative, professional, or other responsibilities while acting within the scope of their employment or appointment with the University.

16. Student Conduct Board. The term “student conduct board” refers to a group of currently enrolled students in good conduct standing selected and trained by the Office of Student Rights & Responsibilities to adjudicate both formal and informal student conduct cases.

17. Administrative Hearing Panel. The term “Administrative Hearing Panel” refers to a group of currently enrolled students in good conduct standing and University Officials selected and trained by the Office of Student Rights & Responsibilities to adjudicate both formal and informal student conduct cases.

18. University Housing Conduct Board. The term “University Housing conduct board” refers to a group of currently enrolled students in good conduct standing residing in University Housing selected and trained by University Housing to adjudicate both formal and informal student conduct cases for students residing in University Housing, excluding alleged violations of the Sex Discrimination and Sexual Misconduct Policy.
c) Scope

Florida State University’s jurisdiction regarding student conduct is generally limited to the conduct of any student who may choose to address the alleged misconduct of any student as specified in Section E, “Violations,” of this Code, regardless of location when that conduct may adversely affect the student, the University community, its international programs, or any other University-affiliated programs.

In addition, the following stipulations are considered regarding scope.

1. The processes for adjudicating violations of federal law, state law, or local ordinance and violations of The Code are separate and may be pursued independently and/or simultaneously.

2. The University reserves the right to determine how the timing of the incident impacts the initiation or completion of the conduct process.

3. The University reserves the right to determine how an individual’s status with the University impacts initiation or completion of the conduct process.

4. The University may choose to not pursue student conduct action in circumstances where deemed appropriate. This includes, but is not limited to, individuals who report they are the alleged victim in an incident or individuals who qualify for the University’s Medical Amnesty Policy.

5. The University reserves the right to restrict a student’s contact with specified people when facts and circumstances dictate such action is appropriate. Such restrictions include, but are not limited to, No Contact Orders. There is no need for present-student conduct action in order for a No Contact Order to be issued. The Student Conduct Authority (or designee) can administratively issue No Contact Orders can be administratively issued to all parties to any individuals involved in a conflict or incident.

6. The University reserves the right to determine what University personnel have an educational need-to-know regarding the status and/or outcome of conduct processes and to provide notice to relevant University personnel as determined by the Director of Student Rights & Responsibilities/Student Conduct Authority (or designee).
d) Authority

Authority for student discipline ultimately rests with the Florida State University Board of Trustees which has delegated such authority to the President of Florida State University (hereinafter “President”), and the Florida State University Board of Trustees, who delegate The Board further assigns authority through this Code, a Board Regulation. The President has delegated direct this authority to the Vice President for Student Affairs (hereinafter “Vice President”). The Vice President delegates this authority to the Dean of Students and to the Executive Director of University Housing.

1. Under the direction of the Dean of Students and the Executive Director of University Housing, the Associate Dean(s) of Students, the Assistant Dean of Students/Director of the Office of Student Rights & Responsibilities, directors/program leaders of International Programs, and appropriate University Housing staff are responsible for implementing the student conduct system. Implementation includes, but is not limited to, selection and training of hearing officers.

2. Either the President, the Vice President, the Dean of Students, Executive Director of University Housing or their designees, or directors/program leaders in International Programs or their designees may take direct jurisdiction of any case due to the inability or disqualification of the appointed hearing officer to serve, or when it is determined by the immediate circumstances that taking direct jurisdiction is in the best interest of the University.

3. The President, Vice President and the Dean of Students or designee have the authority to designate individuals internal or external to the University as hearing or appellate officers, when appropriate.

4. All hearing bodies have the authority to consult with other appropriate University officials in order to effectively resolve a student conduct case effectively.

5. Resolutions of a first-level hearing decisions are further addressed under “Procedures.”

6. The initial decision or recommendation of a hearing body is considered a first-level student conduct action hearing decision. If a first-level student conduct action hearing decision is not appealed as provided within the Student Conduct Code, the initial hearing decision becomes final agency action.

7. The authority of appellate officers is further enumerated in the Student Conduct Code section on “Appeals.” Appellate decisions are considered recommendations to the Vice President or designee and become final agency action upon approval by the Vice President or designee.
e) Violations

Each student is expected to abide by these rules of conduct and to be accountable for their behavior. All animals are considered an extension of a student or person responsible for their care; therefore, animals must adhere to the expectations set forth in this Code. Lack of familiarity with the Code is not a justification to any violations of this Code. Unless specifically noted, intent is not a required element to establish a Code violation. Intoxication or impairment from alcohol, drugs, or other substances is not a justification to a violation of this Code. These rules of conduct should be read broadly and are not designed to define prohibited conduct in exhaustive terms.

The following behaviors, or the aiding, abetting, conspiring, soliciting, promoting, encouraging, or inciting of, or attempting to commit these behaviors, constitute violations of the Student Conduct Code.

1. Sexual Misconduct

  a. Sexual Violence: Any sexual act performed without the consent of the reporting party or individual, or that occurs when the reporting individual party is unable to give consent. Consent to sexual activity must be knowing, intelligent, unambiguous, and voluntary. Consent is active, not passive. There must be a clear and willing participation, through words or actions, for each sexual act. Submission to sexual activity that is the result of force, coercion, or threats is not valid consent.

     i. Consent to one type of sexual activity does not imply consent to other types of sexual contact. There must be consent at every stage of the sexual encounter.

     ii. Past consent to sexual activity does not imply consent to future sexual activity.

     iii. Consent can be withdrawn at any time, including in the middle of a sexual encounter, if the withdrawal of consent is clearly indicated by words or actions.

Interventions who are incapacitated by voluntary or involuntary alcohol or drug use (legal, illegal, or prescription); asleep; unconscious; mentally impaired by disease or illness; or under 18 years old cannot give consent (no matter what they say or do). "Incapacitation" is a state where a person cannot make a rational decision because the person lacks the ability to understand the nature of the act. In order to give effective consent, one must be of a legal age in the location of sexual contact.

b. Sexual Harassment: Unwelcome sexual advances, requests for sexual favors, and other verbal, non-verbal, or physical conduct of a sexual nature when:

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1 It is intended that the definitions used in this portion of the Student Conduct Code be consistent with FSU's Sex Discrimination and Sexual Misconduct Policy.
i. Submission to such conduct is made an explicit or implicit term or condition of employment, academic status, receipt of University services, participation in University programs; or

ii. Submission to or rejection of such conduct is used as the basis for an academic or employment decision; or

iii. The conduct is sufficiently severe, frequent, or wide-spread that, both subjectively (to the reporting individual) and objectively (to a reasonable person), it: (1) creates an intimidating, hostile, or offensive work environment; or (2) denies, interferes with, or limits an individual’s ability to participate in or benefit from opportunities, university programs, or activities.

c. Sexual Exploitation: Any act of taking non-consensual, unjust, or abusive sexual advantage of another person for one’s own advantage or benefit or to benefit or advantage anyone other than the person being exploited. Sexual Exploitation includes but is not limited to:

i. Causing or attempting to cause the incapacitation of another person in order to gain a sexual advantage over such a person;

ii. Prostituting another person (i.e. personally gaining money, privilege, or power from the sexual activities of another; sex trafficking);

iii. Soliciting another person for sexual activity in exchange for money, goods, or services;

iv. Non-consensual videotaping, photographing, or audio-taping of sexual activity and/or distributing or publication of these materials via media such as, but not limited to, the Internet and other electronic/digital media without the depicted person’s consent, even if the depicted person originally consented to the creation of the image or voluntarily provided it to the person responsible for the distribution or publication;

v. Exceeding the boundaries of consent (e.g., allowing another person to observe consensual sex without the knowledge of or consent from all participants);

vi. Engaging in indecent exposure (i.e., intentionally exposing one’s sexual organs in public) with the intention of alarming, distressing, and/or offending others;

vii. Voyeurism; and

viii. Knowingly or recklessly transmitting a sexually transmitted disease (including HIV) to another individual.

d. Stalking: Willfully, maliciously, and repeatedly following, harassing, or cyberstalking another person. “Cyberstalking” means to engage in a course of conduct to communicate, or to cause to be communicated, words, images, or language by or through the use of electronic email and electronic communication, directed at a specific person, causing substantial emotional distress to that person and serving no legitimate purpose. Stalking can involve:

i. Following a person

ii. Appearing at a person’s home, class, or work
iii. Frequently calling, texting, e-mailing, or electronically chatting
iv. Leaving written messages or objects
v. Vandalizing a person’s property.

e. Dating Violence/Relationship Violence: Violence between an individual who is or recently has been in a continuing and significant relationship of a romantic or sexual nature and the other party. Dating Violence/Relationship Violence includes hurtful, repeated, and/or intentional behavior that one person uses to maintain power and control over another in an intimate relationship. The behavior can manifest as abuse that is verbal, emotional, psychological, physical, or sexual. Behaviors may include, but are not limited to: threats, name-calling, put-downs, isolation, withholding of money, physical harm, and sexual assault. A pattern of conduct or a single instance can rise to the level of dating violence/relationship violence.

f. Domestic Violence: Hurtful, repeated, and intentional behavior that one person uses to maintain power and control over another in an intimate relationship. The behavior can manifest as abuse that is verbal, emotional, psychological, physical, or sexual. Examples of Domestic Violence include assault, aggravated assault, battery, aggravated battery, sexual assault, sexual battery, stalking, aggravated stalking, kidnapping, false imprisonment, or any criminal offense resulting in physical injury or death of one family or household member by another.

g. Sex Discrimination: Treating individuals unequally because of their sex, gender, sexual orientation, gender identity, or gender expression. Examples of sex discrimination include:
   i. Gender Based Hostility: Negative treatment or use of derogatory or offensive language toward a person because of that person’s gender, whether or not the language itself is sexual.
   ii. Sex and/or Gender Stereotyping: Taking a negative employment/academic action, creating a hostile environment, or denying a benefit because the individual does not conform to sexual stereotypical notions of masculinity and femininity.

h. Retaliation: Any creation of a hostile environment or adverse action threatened or taken against an individual who makes a report of Sexual Misconduct, assists another in making a report of Sexual Misconduct, participates in the investigation of a report of Sexual Misconduct, or who in good faith and in a reasonable manner opposes conduct believed to constitute Sexual Misconduct.

i. Complicity: Any action or behavior done with the intent of aiding, facilitating, promotion, or encouraging the commission of an act of Sexual Misconduct.

2. Endangerment
   a. Physical violence towards another person or group.
   b. Action(s) that endanger the health, safety, or well-being of another person or group.
   c. Interference with the freedom of another person to move about in a lawful manner.
d. Action(s) that endanger the health, safety, or well-being of an animal unless approved by the University. This includes, but is not limited to, intentionally or unintentionally torturing or in a cruel manner killing or causing serious bodily injury to an animal; failing to provide necessary food, water, or care for an animal; unreasonably abandoning an animal in the student’s custody; transporting or confining an animal in a cruel manner; causing one animal to fight with another animal; or inappropriately overworking an animal.

e-e. Any harm caused by an animal when said animal is within the care of a student or person

3. Harassment
a. Conduct, not of a sexual nature, that creates an intimidating, hostile, or offensive environment for another person is severe, pervasive, or persistent to a degree it interferes with a reasonable person’s ability to participate in or benefit from the services, activities, or privileges provided by the University.
b. Action(s) or statement(s) that threaten harm or intimidate another.
c. Acts that invade the privacy of another person.
d. Bullying behavior, not of a sexual nature, defined as: the systematic and chronic infliction of physical hurt or psychological distress by teasing, social exclusion, threat, intimidation, stalking, physical violence, theft, harassment, or destruction of property.
e. Stalking, not of a sexual nature, defined as: to follow or otherwise contact another person repeatedly, so as to put that person in fear for said individual’s life or personal safety.

4. Hazing
a. Hazing is defined as any group or individual action or activity that endangers the mental or physical health or safety of which may demean, disgrace, or degrade any person, regardless of location, intent, or consent of participant(s). Although hazing is generally related to a person’s initiation or admission into, or affiliation with, any group or organization, it is not necessary that a person’s initiation or continued membership is contingent upon participation in the activity, or that the activity was sanctioned or approved by the organization, for a charge of hazing to be upheld. The actions of active, associate, new, and/or prospective members, former members, or alumni of an student organization or student group may be considered hazing. Hazing is not confined to the student organization or student group with which the student subjected to the hazing is associated. Hazing includes, but is not limited to:
   i. unreasonable interference with a student’s academic performance, employment, or religious observances and activities
   ii. forced or coerced participation or forced or coerced exclusion from participation in other University-related activities
ii-iii. Forced or coerced consumption of food, alcohol, drugs, or any other substance
iv. Forced or coerced wearing of apparel which is conspicuous and/or inappropriate
iii.v. Forced or coerced unreasonable financial expenditures
vi. Forced or coerced exclusion from social contact
iv-viii. Unreasonable monitoring or invasion of personal privacy
vii.viii. Branding
vi.ix. Creation of unnecessary fatigue (including but not limited to acts that stem from forced physical activity, such as calisthenics and deprivation of sleep or deprivation)
vii.x. Deprivation of food
viii.xi. Beating, whipping, or paddling in any form
ix.xii. Line-ups and berating
x-xiii. Physical and/or psychological shocks
xi-xiv. Personal, organizational, or group servitude
xii-xv. Kidnapping or abandonment
xiii-xvi. Unreasonable exposure to the weather or elements
xiv-xvii. Any activity that would be viewed by a reasonable person as subjecting any person to embarrassment, degradation, or humiliation
xv-xviii. Expectation or forced or coerced participation in activities that are unlawful, lewd, or in violation of University policy.

Please refer to the Florida State University Hazing Policy and Section 1006.63, Florida Statutes, for more details.

5. Remote-Controlled Aircraft
   a. Unauthorized on-campus use of any remote-controlled aircraft or vehicle (i.e., drones).
   b. Failure to comply with established guidelines for authorized use of remote-controlled aircraft.

6. Weapons
   a. On-campus possession or use of firearms, antique firearms, ammunition, destructive devices, or other weapons or dangerous articles or substances, including but not limited to non-lethal weapons such as pellet guns, bb guns, paintball markers, slingshots, crossbows, stun guns, tasers, metallic knuckles, archery equipment, or any dangers chemical or biological agent.
   Note: This section shall not apply to:
   i. any law enforcement officer who is a student or to any student ROTC member acting under the supervision of an ROTC unit in a manner proscribed by military regulations of the United States Government; or
ii. any student whose possession of a weapon as described above is approved by the FSU Police Department for a bona fide educational purpose; or

iii. a concealed firearm kept for lawful purposes with or without a license by persons 18 years or older within the interior of a private vehicle, provided that such a firearm is not carried on the person and provided that a handgun must be kept securely encased; or otherwise not readily accessible for use, or

iv. a student who possesses a concealed weapon or firearm license and is in possession of a stun gun or non-lethal electric weapon or device designed solely for defensive purposes and which weapon does not fire a dart or projectile as provided in Section 790.06(12) (a) 13., Florida Statutes.

b. On-campus possession or use of unauthorized knives. Culinary knives used in kitchen areas for their intended purpose and pocket knives with blades less than four inches in length are permitted in the residence halls. Other knives or objects with longer than a four-inch blade, include but are not limited to: swords, hunting knives, daggers, dirks, stiletto knives, machetes, axes, hatchets, and switchblades are not permitted. This also includes items that may be considered decorative in manner, such as sword canes or ornamental daggers and swords.

c. On-campus possession or use of fireworks, sparklers, and any item designed with the primary intention of exploding, including but not limited to: firecrackers, skyrocketns, rockets, roman candles, and cherry bombs.

d. Off-campus, unlawful, or unauthorized possession or use of firearms, explosives, or other weapons or dangerous articles or substances in violation of state or federal law.

This section is authorized by Section 790.115, Florida Statutes. In accordance with Section 790.33, Florida Statutes, nothing in this section is intended to prohibit or regulate the lawful possession of a weapon or firearm as defined in Section 790.002, Florida Statutes, except as permitted by law.

7. Fire and Safety

a. Inappropriate activation of any emergency warning equipment or the false reporting of any emergency.

b. Unlawful possession, or removal of, damage to, or tampering with fire safety or other emergency warning equipment.

c. Failure to evacuate a University building or facility within a reasonable amount of time after a fire alarm is sounded.

d. Arson, or the setting of or attempting to set any unauthorized fire in or on University property or creating a safety hazard.

d.e. Obstructing the egress of an emergency exit.

8. Alcohol, Controlled Substances, and Illegal Drugs
a. Unlawful possession or use of controlled substances, including prescription medicine belonging to another individual.
b. Possession or use of illegal drugs.
c. Purchase of illegal drugs or controlled substances.
d. Distribution, delivery, manufacture, or sale of illegal drugs or controlled substances.
e. Possession or use of drug paraphernalia.
f. Possession or consumption of alcohol when under the age of 21 as specified by the State of Florida.
g. Providing alcoholic beverages to an individual who is under the age of 21 as specified by the State of Florida.
h. Driving, control, or operation of a wheeled conveyance while under the influence of alcohol or any controlled substances or illegal drugs.
i. Intoxicated behavior.
j. Open Party. An open party is defined as an event at any location where hosts, owners, residents, or others in control of the event fail to take reasonable steps to ensure legal compliance, reduce the risk of harm, and ensure the safety of guests (including, but not limited to, removing those in violation or requesting law enforcement to assist) if alcoholic beverages are known to have been consumed at the residence by person/s under the age of twenty-one and/or illegal drugs or controlled substances are unlawfully possessed, distributed, or used.
k. Any other violation of the University Alcohol Policy, FSU Regulation FSU-6.012.

9. Disruption
a. Failure to comply with the lawful order or reasonable request of a University official, or any non-University law enforcement official, any non-University emergency responder, or any protective order.
b. Providing false or misleading information to a University official or to a non-University law enforcement official, including student conduct hearing bodies.
c. Acts that impair, interfere with, or obstruct the orderly conduct processes, and functions of the University or the rights of other members of the University community. This includes acts that occur both inside and outside of the classroom setting and may involve use of electronic or cellular equipment. This also includes behavior off campus during a University sanctioned event or activity or an event where the student serves as a representative of the University (including, but not limited to an organizational leadership role).
d. Commercial solicitation on campus without prior approval from University officials.
e. Acts that disrupt the University student conduct process including, but not limited to, attempting to coerce or influence a person regarding the reporting of a student conduct violation or a person’s participation in any student conduct proceeding.
f. Urination or defecation in a public space.
g. Bribing another individual to gain an unauthorized advantage or to improperly affect an unbiased process or proceeding.
h. The unauthorized sale or attempted sale of University-issued student tickets.
i. Duplication, replication, or alteration of University-issued student tickets.
j. Any disruption of normal University operations caused by a student’s animal.
k. Behavior which materially disrupts previously scheduled or reserved activities on-campus occurring at the same time.

10. Misrepresentation or Misuse of Identity or Identification
   a. Permits another person to use his or her identification.
   b. Inappropriate use of another person’s identification.
   c. Impersonating, or misrepresenting the authority to act on behalf of another individual, organization, group, or the University.
   d. Forgery, alteration, or misuse of identification, documents, records, keys, or access codes.
   e. Manufacture, distribution, delivery, sale, or purchase of false identification.
   f. Possession or use of false identification.

11. Property
   a. Damage or destruction of public or private property.
   b. Theft. Without authorization removes or uses the property or services or another person or of the University, with the intent to permanently deprive the person or University of the property.
   c. Misappropriation. Without authorization temporarily removes or uses the property or services of another person or the University, but without the intent to permanently deprive the person or the University of the property.
   d. Receipt, possession, sale, or purchase of property or services that are known or reasonably should have been known to have been stolen.
   e. Enters or uses the property or facilities of the University or of another person without the proper consent or authorization.

12. Computers
   a. Unauthorized access or entry into a computer, computer system, network, database account, software, or data.
   b. Unauthorized alteration of computer equipment, software, network, or data.
   c. Unauthorized downloading, copying, or distribution of computer software or data.
   d. Any other act that violates Florida law or the Florida State University Policies and Responsibilities for Use of Campus Computer and Network Resources.

13. Recording of Images without Consent
Using electronic or other means to make a video or photographic record of any person where there is a reasonable expectation of privacy without the person’s consent. This includes, but is not limited to, taking video or photographic images in
shower/locker rooms, residence hall rooms, private bedrooms, and restrooms. The sharing and/or distributing of such unauthorized records by any means is also prohibited.

14. Recording of Oral Communications without Consent
Using electronic or other means to make a record of any person when such oral communication is uttered by a person exhibiting an expectation that such communication is not subject to interception under circumstances justifying such expectation (e.g. a situation in which the person has a reasonable expectation of privacy), and the person has not given consent to the acquisition or recording of the communication. Such oral communications include but are not limited to recordings made using any device and any wire, oral, or electronic communication.

15. Publication of Explicit Images
Publication of an explicit image of a person that conveys personal identifying information of that person on a website, via social media, or other means without the depicted person’s consent, even if the depicted person originally consented to the creation of the image or voluntarily provided it to the person responsible for the publication.

16. Gambling
Engages in or offers games of chance for money or other gain in violation of the laws of the State of Florida

17. Other Violations
   a. Violation of Federal or State law or local ordinance.
   b. Violation of any Florida Board of Governors Regulation.
   c. Aids, abets, conspires, solicits, incites, or attempts to commit, any other violation of Federal law, State law, or local ordinance.
   d. Violation of any other University regulation or policy as described in the FSU General Bulletin, University Housing contract, University Housing Publication - Graduate / Undergraduate, The Guide to Residence Living, other University Housing publications, the FSU Online Student Policy Handbook, the official FSU website, Student Activities and Organizational Policies (Student Organizational Manual or other University policies and Student Organization Advisor’s Manual), or other University Policies directly related to departments, organizations or clubs.
   e. Violation of the Academic Honor Policy when the student is not currently enrolled in the related course or when the incident cannot otherwise be processed under the Academic Honor Policy. Refer to the Academic Honor Policy for violations and descriptions.
f) Due Process Rights

Students at Florida State University are afforded due process rights throughout the student conduct process. Any and all rights afforded to a responding party—student(s) during any student conduct action will also be afforded to a reporting party—individual(s) as appropriate.

The two (2) fundamental due process rights are:

1. Notice: Responding parties—students and reporting individuals (when appropriate) will be given written notice of the Student Conduct Code charge(s) and the allegations upon which the charge(s) is / are based.

2. Hearing: Responding students and reporting individuals (when appropriate) will be given an opportunity to present information, including witness testimony and/or statements, during a fair and impartial hearing.

As participants in a student conduct action, reporting individuals and responding students have the right to:

1. Present information on their behalf.
2. Choose not to answer any and all questions posed by a hearing body.
3. Be accompanied by an advisor.
4. Submit questions for witnesses.
5. Have hearings conducted in private, unless the student requests a public hearing. Requests for a public hearing must be submitted in writing to the appropriate Student Conduct Authority (or designee) at least three (3) business days prior to the scheduled hearing.
6. Have hearing decisions communicated in writing.
7. Request reasonable accommodations from the office adjudicating their student conduct case. Accommodation requests must be made three (3) business days in advance of the scheduled hearing to the appropriate Student Conduct Authority.

These rights will be executed in a fair and impartial manner with respect to all parties reporting individuals and responding students involved in a student conduct action.

A more complete description of the procedures utilized to implement these rights is found in Section G “Procedures.”
g) Procedures

The Office of Student Rights and Responsibilities, International Programs, and University Housing are charged with implementing the Student Conduct Code in ways that are congruent with the FSU “Statement on Values and Moral Standards” and with all applicable laws and regulations. The procedures implemented by these offices outlined below will be consistent with all appropriate due process rights accorded to students in University student conduct proceedings. Student conduct action may proceed prior to, simultaneously with, or following criminal or civil proceedings at the discretion of the Student Conduct Authority (or designee). Decisions made within a criminal or civil process do not bind the University to establish or not establish a violation of University policy has occurred, as there are different rules, burdens of proof, purposes, and potential outcomes in each process.

1. Charges/Initiation of Student Conduct Action

A review of information for possible charges—student conduct action may be initiated in the through any of the following ways:

   a. Any report submitted through a secure University reporting function.

   b. Receipt of a police report with or from the FSU Police Department, Tallahassee Police Department, Leon County Sheriff’s Office, or requesting the report from another law enforcement agency be sent to the FSU Police Department.

   c. Providing a signed statement or report to the Office of Student Rights and Responsibilities or University Housing or providing a statement through a secure University reporting function. All information will then be reviewed by an appropriate Student Conduct Authority to determine whether Student Conduct Code charges will be filed or if alternative action, including mediation, is appropriate. When practicable, reports should be submitted to the appropriate Student Conduct Authority in a timely manner.

   d. If a case involving alleged sexual misconduct is reported to a Student Conduct Authority (or designee), said authority has an obligation to report this matter to the appropriate Title IX authority, in adherence with the University’s Sex Harassment—Discrimination and Sexual Misconduct Policy. A Title IX investigation of the matter must occur, with a recommendation to review for possible student conduct charges, before any Student Conduct Authority can review said matter.

   e. All information will be reviewed by an appropriate Student Conduct Authority (or designee) to determine appropriate next steps. These steps include, but are not limited to, informal resolutions, educational conversations, or student conduct action. The University may choose to take no action on submitted information as deemed appropriate.

   f. Formal Student Conduct Code charges may be filed at the completion of all law enforcement and relevant University investigations or as soon as practicable, even if a law enforcement investigation or criminal proceeding is ongoing.
2. Notice

Absent exigent circumstances, the Student Conduct Authority (or designee) will notify a Responding student(s) of an alleged Student Conduct Code violation(s) within five (5) business days after receiving all appropriate information. Notice is considered given to a student if it is sent to the student’s official University email address, is hand-delivered to the student, or is mailed to the local address on file with the Office of the University Registrar, or to the permanent address on file if a local address has not been provided. The written notice given to any charged student reporting individual(s) or responding student(s) will include:

a. Sufficient detail to prepare a response (including source of information), description of the alleged violation(s), behavior(s), and specific alleged Student Conduct Code charge(s) violation(s)).

b. An invitation to attend The date, time, and location of an information session, during which the student may view all materials related to the case, receive instruction regarding the student conduct process and the student’s rights, and confirm discuss the forum in which the case will be heard. The type of resolution process to be utilized.

c. Notice of a formal hearing will occur at least five (5) business days prior to the hearing of the case. Informal hearings will be scheduled at the convenience of the responding party and the hearing body, earliest availability of the responding student(s) and the hearing body.

d. Parent(s) of any student under the age of eighteen (18) at the time of the alleged violation(s) may also be notified of pending charges, alleged violation(s).

e. The Office of Student Rights and Responsibilities or University Housing Student Conduct Authority may place a conduct hold on the records and registration of any student who fails to address Student Conduct Code charges in a timely manner. Any pending conduct matters must be resolved prior to a student’s graduation, the release of transcripts, transfer of credits to another institution, or re-enrollment at the University.

f. The Student contact information on file with the University Registrar Office of the University Registrar will be used for all student conduct notices sent to the responding party. The University considers students’ University email account to be the official electronic method of communication.

3. Hearing Bodies and Authorities

Any specific procedures used by the hearing bodies will comply with the requirements of the Student Conduct Authority. The information below pertains to the hearing bodies available for student conduct hearings and their authority in a student conduct action.

a. The Director of Student Rights and Responsibilities, Student Conduct Authority (and/or designee(s)) may conduct both informal and formal hearings.

b. A University official may be designated by the Student Conduct Authority (or designee) to conduct informal or formal student conduct cases as a single administrator or as a member of an Administrative Hearing Panel.
b. A hearing officer designated by the Dean of Students may conduct both informal and formal hearings.

c. The Dean of Students and Associate Deans of Students may conduct both informal and formal hearings.

d.c. The Student Conduct Board may conduct both informal and formal hearings. Panels are composed of five (5) Student Conduct Board members selected by the Office of Student Rights and Responsibilities or designee. In times of limited student availability or when conflicts are identified, hearings may proceed with less than five (5), but not less than three (3), Student Conduct Board members. The Director of Student Rights & Responsibilities Student Conduct Authority (or designee) will designate appropriate staff to serve as advisors to the Student Conduct Board.

e.d. An Administrative Hearing Panel may conduct formal hearings. Panels are composed of one (1) faculty member, one (1) two (2) faculty or staff members, both designated by the Dean of Students (or designee), and two-three (32) Student Conduct Board members. The Administrative Hearing Panel will be chaired by one (1) of the faculty or staff members. In times of limited student availability or when conflicts are identified, panels may proceed with one-two (23) Student Conduct Board members, with approval from the Office of Student Rights and Responsibilities and consent of the responding party-student(s) and reporting party-individual(s) (if any appropriate). The Director of Student Rights & Responsibilities Student Conduct Authority (or designee) will serve as an advisor to the Administrative Hearing Panel.

f.e. University Housing hearing officers (Executive Director, Associate Director, Assistant Directors and/or designees) may conduct both informal and formal hearings regarding cases arising in University Housing and in which the charged responding student is a resident of University Housing resident.

g.f. University Housing Conduct Board(s) may conduct both informal and formal hearings regarding cases arising in University Housing in which the charged responding student is a resident of University Housing and excluding alleged violations of the Sex Discrimination and Sexual Misconduct Policy. Panels are composed of five (5) University Housing Conduct Board members, all of whom are students currently living on campus. In times of limited student availability or when conflicts are identified, hearings may proceed with less than five (5), but not less than three (3), University Housing Conduct Board members. The Student Conduct Authority (or designee) will serve as an advisor to the University Housing Conduct Board.

g. The range of available hearing bodies may differ on branch campuses and International Programs in conducting informal and formal hearings. Designated Student Conduct Authorities for each location may identify hearing bodies based on circumstances appropriate for the conduct matter.

4. Choices of Hearing Type and Hearing Body Case Resolution Options
A responding party's student may request both the hearing type and the hearing body
to adjudicate their case subject to the restrictions stated in Section 3 above. Further
restrictions to that choice include:

a. When it is determined that a case requires a formal record of proceedings, a
   formal hearing may be chosen pre-selected by the Student Conduct Authority
   Dean of Students (or designee).

b. When it is determined that a case does not require a formal record of
   proceedings and the related incident is the responding party's student's first
   allegation of a Student Conduct Code violation, the appropriate Student Conduct
   Authority (or designee) may offer a responding party responding student(s) the
   chance to resolve the matter through an Informal Hearing Case Resolution.

c. When two (2) or more individual cases stem from the same incident, those cases
   should typically be heard by the same hearing body, but can be heard separately
   as deemed appropriate. In such cases, the Student Conduct Authority Director of
   Student Rights and Responsibilities (or designee) may either pre-select the
   hearing type and/or hearing body or consult with the students involved before
   making the decision.

d. When a responding student has two (2) or more outstanding incidents, those
   incidents can be heard as a single case.

e.f. In cases involving one or more reporting individual(s) the reporting individual(s)
   and the responding student(s) may each submit a written request for a specific
   hearing type and/or hearing body to the appropriate Student Conduct Authority
   (or designee). The Student Conduct Authority (or designee) will make the final
   determination of the hearing type or hearing body after consideration of all
   involved parties.

d.f. As appropriate, the Dean of Students or Executive Director of University
   Housing Student Conduct Authority (or设计ee) reserves the right may choose
   to select the appropriate hearing type and hearing body for other administrative
   or case-related reasons.

e.g. During time periods in which any of the hearing bodies are not officially
   constituted as appropriate, the Dean of Students or Executive Director of
   University Housing Student Conduct Authority (or designee) may select an
   appropriate alternative as the hearing body.

5. Types of Hearings
Two (2) distinct types of hearings are provided for by the Code. Informal hearings
are held when cases involve few or no disputed questions of fact and possible
sanctions do not include separation from the University. Formal hearings are held
when cases involve disputed questions of fact, substantial and relevant information
or serious alleged violations of the Code (i.e., violations that could lead to an
outcome for the responding student including, but not limited to, cancellation of a
University Housing contract, removal from a University-related program, or being
separation of the charged student from the University).

a. In addition, Formal Hearings:
i. Require the hearing body to call appropriate witnesses or obtain witness statements, reports, or other information in support of the charges alleged violation(s).

ii. Will be held no sooner than five (5) business days after notice is received by the responding party. The student may submit a written request to hold the hearing before the five (5) business days. The request will be considered and acted upon by the Office of Student Rights and Responsibilities. Appropriate Student Conduct Authority (or designee).

iii. Will all reasonable attempts will be made to audio record the hearing. This recording will serve as the official record of the proceedings and acts as the sole recording. Any recording conducted without the express knowledge and permission of participants could possibly result in further action, including, but not limited to, student conduct action.

iv. A formal decision letter will be sent to the student within ten (10) business days from the conclusion of the hearing. This time limit may be exceeded if additional consideration of evidence and deliberation is required.

v. The following order of presentation is recommended for use in formal hearings. The hearing body may change the order if deemed appropriate.

A. Presentation of formal charges.
B. Opening statement by the University.
C. Opening statement by the reporting party(individual(s), if applicable.
   This party-individual may waive the right to provide an opening statement.
D. Opening Statement by the responding party(student). This party-student may waive the right to provide an opening statement.
E. Presentation of information and witnesses by the reporting party(individual(s), if applicable. The reporting individual(s) party may open with questions to their witnesses or any non-party witnesses, followed by the University, and then submit questions for the responding party/responding student(s) through the hearing body. Witnesses are dismissed when all related parties (i.e., reporting party/responding individual(s), University, and responding party/responding student(s)) have exhausted all questions. The University may choose to limit repetitive or completely irrelevant questioning.
F. Presentation of information and witnesses by the University. The University will open with questions, followed by the reporting party/responding individual(s), and then the responding party/responding student(s). Witnesses are dismissed when all related parties (i.e., University, reporting party/responding individual(s), and responding party/responding student(s)) have exhausted all questions. The University may choose to limit repetitive or completely irrelevant questioning.
G. Presentation of information and witnesses by the responding party: responding student(s), if applicable. The Responding Party: responding student(s) may open with questions to their witnesses, followed by the University, and then submit questions for the reporting party: reporting individual(s) through the hearing body. Witnesses are dismissed when all related parties (i.e., responding party: responding student(s), University, and reporting party: reporting individual(s)) have exhausted all questions. The University may choose to limit repetitive or completely irrelevant questioning.

H. Questions directed to the responding party: responding student(s) by the hearing body followed by questions submitted by the reporting party: reporting individual(s) for the responding student(s) through the hearing body, if applicable. The University may choose to limit repetitive or completely irrelevant questioning.

I. Closing statement by the University, followed by the closing statement of the reporting party: reporting individual(s) and the responding party: responding student(s). Either party may waive the right to provide a closing statement.

J. A formal decision letter will be sent to the responding student(s) and the reporting individual(s) (if applicable) within ten (10) business days from the conclusion of the hearing. This time limit may be extended if additional consideration of evidence and deliberation is required.

Informal hearings are held when cases involve little or no disputed substantial and relevant information and possible outcomes for the Responding student(s) do not include cancellation of a University Housing contract, removal from a University-related program, or being separated from the University.

b. Other considerations for Informal Hearings include:

i. The University does not automatically call witnesses to support the charges, although the hearing body may gather any additional information needed, including calling witnesses. The reporting party: responding student(s) will be informed of any additional information gathered by the hearing body. The responding party: responding student(s) may call witnesses and present evidence.

ii. Hearings are scheduled at the convenience of both the responding party: responding student(s) and the hearing body.

iii. In cases of a first-time alleged violation, a Student Conduct Authority (or designee) can approve for a responding party: responding student(s) to resolve their student conduct case through an Informal Hearing Case Resolution. This option allows a responding party: responding student(s) to accept responsibility and agree to assigned sanctions from an informal hearing officer or a Student Conduct Authority.
A. Before signing an Informal Hearing Case Resolution form, a responding party/responding student(s) will be afforded no more than five (5) business days to consider their options.

i. Option 1 - Sign an Informal Hearing Case Resolution form. This action constitutes the responding party/responding student(s) accepting responsibility for the alleged behavior and agreeing to the assigned sanctions. Signing this document will constitute final action.

ii. Option 2 – A responding party/responding student(s) may choose to Petition Sanctions. The responding party/responding student(s) must write a letter to the appropriate Student Conduct Authority (e.g., Director of Student Rights & Responsibilities) to demonstrate why a change in sanctions is warranted. This option still requires the student to accept responsibility for the alleged action/violation(s).

iii. Option 3 – The responding party/responding student(s) may choose to move forward with selection selecting a hearing body and hearing type that is approved by the appropriate Student Conduct Authority.

B. This option is not available in matters that involve a reporting party/reporting individual(s) or the possibility of suspension, dismissal, or expulsion as sanctions/separation from the University as an outcome.

B-iv. Brief written decisions (including findings of fact) will serve as records of Informal Hearings and will be communicated within ten (10) business days of the hearing body’s final meeting with the responding student. This time limit may be extended if additional consideration of evidence and deliberations are required.

iv. Brief written decisions (including findings of fact) will serve as records of informal hearings and will be communicated within ten (10) business days of the hearing body’s final meeting with the student organization. This time limit may be extended if additional consideration of evidence and deliberations are required.

6. Hearing Procedures

Hearings will follow these guidelines:

a. Hearings are scheduled at the earliest availability of the reporting individual(s), the responding student(s), and the hearing body. Student availability is determined based on academic requirements as appropriate.

a-b. All hearings will use a reasonable person standard when assessing whether the information presented constitutes a preponderance of the information. This means the totality of the available information substantiates it is more likely than not the alleged violation(s) occurred.
b. c. Unrelated-Irrelevant past behavior of the responding-party responding student(s) will be excluded from the hearing. The hearing body or Student Conduct Authority (or designee) will decide if such information is unrelated-irrelevant.

e. d. In instances of alleged sexual misconduct, past sexual history of the reporting party-reporting individual(s) and responding party-responding student(s) is not relevant, unless deemed essential by the hearing body to protect fundamental due process.

e. e. A responding party-responding student(s) and reporting party-reporting individual(s) will have the opportunity to present evidence on their behalf, including presenting witnesses, if available, and/or signed, written statements from witnesses, and other documentary information. Written witness statements are strongly discouraged but may be accepted at the discretion of the hearing body who will determine what, if any, weight should be given to the written statement. If accepted, written statements will not be used as the sole deciding factor as to whether or not a responding student is responsible or not responsible for a violation of the Code. Witness testimony is not required and the inability of the responding party or reporting party to question a witness who has provided a written statement is not a violation of the due process rights of either party, as both parties have the opportunity to review and respond to the written statement and may offer evidence to rebut the witness statement and other evidence presented at the hearing. Witness statements are entitled to be given the same weight by the hearing body as live witness testimony. Witness statements need not be sworn or in affidavit form.

e. f. Prior to the start of a hearing, the responding party-responding student(s) or reporting party-reporting individual(s) may submit a challenge to regarding the perceived impartiality of any member of a hearing body to the relevant appropriate Student Conduct Authority (or the hearing body designee). Decisions on challenges made by that Student Conduct Authority (or designee) shall be final and not subject to appeal. All concerns of perceived impartiality will be noted in the case record.

f. g. The responding party-responding student(s), reporting party-reporting individual(s), and any witnesses may be accompanied during the hearing by an advisor during a hearing. According to FSU Regulation FSU 3.006, the University Defender may serve as an advisor. Students are required to address the hearing body in person, on their own behalf, although they may consult with their advisor during the hearing. This consultation must take place in a manner that does not disrupt the proceedings. The advisor shall not speak on behalf of the student unless expressly authorized to do so by the hearing body. The responding party-responding student(s), reporting party-reporting individual(s), and any witnesses shall provide the advisor's name in writing to the Office of Student Rights and Responsibilities or University Housing two appropriate Student Conduct Authority three (3) business days prior to the hearing. The advisor may not serve as a witness.
g. A student or witness may choose not to answer any and all questions posed by a hearing body.

h. The burden of proof at a first-level hearing always rests with the University. The standard of proof will be the preponderance of the information, meaning that the information, as a whole, shows that the information sought to be proved is more probable than not.

i. The formal rules of evidence do not apply to Code proceedings.

j. All individual hearings will be conducted in private. If the responding or reporting party reporting individual(s) wants to have the hearing open, the related party must submit a written request for a public hearing must be submitted to the Director of the Office of Student Rights and Responsibilities or University Housing appropriate Student Conduct Authority (or designee) at least three (3) business days prior to the hearing. Charges involving Allegations of alleged sexual misconduct will not be heard in public without prior written consent of all involved parties (i.e., the reporting party reporting individual(s) and the responding party responding student(s)). After receiving the consent of all involved parties in the case, the Director of the Office of Student Rights and Responsibilities Student Conduct Authority may open the hearing to the public. If the hearing is made public, there is no requirement to obtain a larger hearing room to accommodate members of the public, so long as one (1) member of the public may be present.

k. Appropriate witnesses will be called contacted by the University to participate in all formal hearings (see below for a description of formal versus informal hearings). Those witnesses who appear may be cross-examined questioned by all involved parties. If called witnesses do not appear, their written or taped statements may be considered by the hearing body. In some cases, student witnesses who fail to appear may be charged with a violation of the Student Conduct Code. Appropriate witnesses may also be called by the involved parties to all hearings, provided they are reasonably available and do not disrupt or delay the hearing. In the event a witness is not reasonably available or the witness’s presence may disrupt the hearing, a written statement from the witness may be substituted. Witness statements need not be sworn in affidavit form.

l. In certain cases, the Student Conduct Authority (or designee) may accommodate concerns for the personal safety or well-being and/or fears of confrontation of the reporting individual(s), responding student(s), or witnesses during a hearing by providing separate spaces using a visual screen and/or by permitting participation via video phone, closed circuit television, video conferencing, or other means when deemed these accommodations are appropriate and do not infringe on the fair and equitable execution of the hearing process the responding party or reporting party requests to testify in a separate room will be considered. Considerations may include but is not limited to unduly compromising the responding student’s fundamental due process right to question any witness.
m. Hearings may be held in the absence of responding party/responding student(s)'s or reporting party/reporting individual(s) absence, or witnesses, if either party fails to appear after proper notice or fails to cooperate in the student conduct process.

n. In certain cases, a reporting party/reporting individual(s) and responding student(s) are allowed to submit an impact statement to the appropriate Student Conduct Authority (or designee). Impact statements will be part of the student conduct record and accessible by other reporting individual(s) or responding student(s) for review. All impact statements must be submitted to the appropriate Student Conduct Authority (or designee) at least three (3) business days before the hearing and may be in written form. May be allowed to submit an impact statement to the appropriate Student Conduct Authority. The responding party may request to view the impact statement. The request will be considered by the appropriate Student Conduct Authority in consultation with the reporting party.

o. Prior records of student conduct action and witness/reporting party/reporting individual(s) impact statements are considered by the hearing body only in the sanctioning phase of deliberations.

p. The hearing body's determination of "responsible" or "not responsible" will be based solely on the information presented at the hearing. However, when additional information that affects this determination is gathered outside the hearing, it may be used, provided it is shared with the responding party/responding student(s) and reporting party/reporting individual(s) and both parties have an opportunity to respond to the information. In cases involving multiple students charged, information provided at one hearing may be used as evidence in the related case(s).

q. To request the cancellation of a previously scheduled Hearing, involved parties must submit a written statement to the Office of Student Rights and Responsibilities/appropriate Student Conduct Authority (or designee) five (5) business days prior to the hearing date. At the discretion of the Director of the Office of Student Rights and Responsibilities/Student Conduct Authority (or designee), the hearing may be rescheduled or conducted in the absence of the responding party/responding student(s) or reporting party/reporting individual(s).

r. All first-level hearing recommended decisions will be communicated in writing to the responding party/responding student(s) and reporting party/reporting individual(s) and will include the findings of fact, determination of responsibility, sanctions, outcomes (if applicable), and notice of appellate rights.

s. When a criminal conviction has been entered for all or some of the conduct alleged to also violate this Code, the conduct that is the subject of the conviction is deemed established. The hearing body may limit the issues for consideration to appropriate outcome(s).

7. Hearing Decisions
Decisions of all authorized hearing bodies constitute first level student conduct action. Decisions of specific hearing bodies may require further review before constituting first level student final conduct action.

a. Decisions of single administrators where suspension, dismissal, or expulsion are not assigned as an outcome are communicated simultaneously in writing to the reporting individual(s) and responding student(s) within ten (10) business days. This time period may be extended by the appropriate Student Conduct Authority (or designee) as deemed appropriate constitute first level student conduct action.

b. Decisions of all Student Conduct Board hearings are considered recommendations to the Director of Student Rights & Responsibilities or designee.

c. Decisions of Administrative Hearing Panels are recommendations to an Associate Dean of Students or the designee of the Dean of Students or designee.

d. Decisions of the University Housing Conduct Boards are recommendations to the Assistant Director of University Housing or the designee of the Executive Director of University Housing or designee.

e. All resolutions of student conduct hearings where University Housing contract cancellation is assigned as an outcome is a recommendation to the Executive Director of University Housing (or designee). The Executive Director of University Housing (or designee) may affirm or modify that recommendation prior to decision notification.

f. All recommended student conduct decisions must be approved in writing by the appropriate authority or designee and only then will be communicated to the responding student and reporting individual(s) (if applicable). The appropriate authority may adopt or amend the recommended decision, or order a new hearing. Prior to amending or ordering a new hearing, the authority will confer with the appropriate hearing body.

g. All resolution of first-level student conduct hearings where suspension, dismissal, or expulsion are assigned as an outcome will be reviewed by is a recommendation to the Dean of Students (or designee). The Dean of Students (or designee) may affirm or modify that recommendation prior to decision notification.

h. Hearing decisions regarding falsification of admission or readmission information may be forwarded to the appropriate office for review of the application and appropriate action regarding admission.
2) Sanctions Outcomes

a) Philosophy and Approach
Florida State University believes sanctions facilitate learning through the student conduct process by providing tools and resources to empower students in an effort for students to make better decisions in the future. Hearing bodies are encouraged to consider educational sanctions outcomes which encourage critical thinking as well as sanctions outcomes that consider accountability for one's actions and the safety and security of the University community.

In light of the facts and circumstances of The hearing body in each case will consider a student's prior conduct history, along with any aggravating and mitigating factors, in the assigning of appropriate educational outcomes. The following sanctions outcomes, or combination of sanctions outcomes (with or without appropriate modifications) may be imposed upon assigned to any individual student found to have violated the Student Conduct Code. Certain sanctions outcomes may result in a financial cost to the student. If a student does not complete an outcome sanction by the required deadline, a hold may be placed on the student's record. Decisions regarding falsification of admission or readmission information may be forwarded to the appropriate office for review of the application and appropriate action regarding admission.

b) List of Sanctions Outcomes
The sanctions outcomes listed below are not intended to serve as an exhaustive list of all sanctions outcomes the University may be able to utilize regarding a given student conduct concern.
1. Reprimand (written or verbal).
2. Service Hours. Completion of tasks under the supervision of a University department or outside agency.
3. Educational Activities. Examples include, but are not limited to, attendance at educational programs, interviews with appropriate officials, planning and implementing programs, educational essays, or other educational activities.
4. Counseling Assessment. Referral for assessment at a counseling center for alcohol/drug dependency concerns, general mental health, or other counseling issues.
5. Restitution. Only in cases involving University property. Restitution must be submitted to the appropriate University department in a manner that is approved by that University department.
6. Conduct Probation. A period of time during which any further violations of the Student Conduct Code may result in more serious sanctions outcomes being imposed. Some of the restrictions that may be placed on the student during the probationary period include, but are not limited to: participation in student activities, representation of the University on athletic teams or in other leadership positions, entrance into the University residence halls or other areas of campus, or contact with other specified person(s).
7. Disciplinary Probation. A period of time during which any further violation of the Student Conduct Code puts the student's status with the University in jeopardy. If the student is found "responsible" for another violation of the Code during the period of Disciplinary Probation, serious consideration will be given to imposing an sanction outcome of Suspension, Dismissal, or Expulsion from the University. Some of the restrictions that may be placed on the student during the probationary period include, but are not limited to, participation in University or student activities, representation of the University on athletic teams or in other leadership positions, entrance into University residence halls or other areas of campus, or contact with another specified person(s).

8. Change in University Housing assignment.
9. Exclusion (either temporary or permanent) from University Housing.
10. Suspension. Separation from the University for a specified period, not to exceed two (2) years. This may include restricted access to campus and/or other specified activities.

11. Dismissal. Separation from the University for an indefinite period of time. Dismissal is considered a final outcome, but readmission is possible in some cases under documented exceptional circumstances. No consideration will be given to readmitting a dismissed student within the first three years after a dismissal is imposed. Dismissal is noted on the student transcript, at least two years and up to seven years. Readmission is possible but not guaranteed and will only be considered after the two to seven year time allotted from the effective date of the dismissal, based on meeting all readmission criteria and obtaining clearance from the Dean of Students or designee. This may include restricted access to campus and/or other specified activities.

12. Expulsion. Separation from the University without the possibility of readmission. This may include restricted access to campus and/or other specified activities. Expulsion is noted on the student transcript.

13. Withholding of diplomas, transcripts, or other records.

14. Transcript Notations. A written notation indicating that student conduct action was taken. This sanction outcome may be applied only in cases in which the student has been permanently separated (i.e., expelled) from the University.

15. Restrictions on contact with specified people.

16. Restrictions on access to or use of University-related properties, facilities, or equipment.

Students who are separated from the University as a result of a student conduct sanction outcome (i.e., Suspension, Dismissal, or Expulsion) are not automatically withdrawn from any classes for which the student is currently enrolled. Therefore, it is the responsibility of the student to address any withdrawal concerns from the university's Withdrawal Services office.

Sanctions Outcomes that may involve separation from campus may require readmission to the University, depending on the length of the separation from the
institution. Therefore, readmission is not guaranteed after a period of separation is complete. The responding-party student(s) is responsible for communicating with the Office of Admissions to identify appropriate steps for possible re-entry, after all student conduct restrictions outcomes are satisfied.

3) Appeals
   a) Function
   The presumption is the investigation and hearing process were appropriate conducted. An appeal may be requested on any first-level hearing decision, provided that one or more of the reasons for appeal listed in “Appeal Requests” is relevant to the case. On appeal, the burden of proof rests with the individual requesting an appeal student to show the appeal has merit. The appropriate Student Conduct Authority (or designee) may choose to deny an appellate request if it is determined after a full review of the request the basis for the appeal has no meritefully that a fundamental due process error that would substantially impact the outcome of the hearing has occurred during the first-level hearing process. The appellate body varies depending on the initial hearing body and is outlined below. All appellate decisions are considered recommended decisions to the Vice President (or designee).

b) Appeals Involving Reporting and Responding Parties
   In the event an incident involves a reporting party (including but not limited cases involving allegations of sexual misconduct, endangerment, harassment, stalking and hazing), both the responding party and the reporting party have the right to appeal the first-level decision. In the event both parties submit an appeal request within the stated timeframe (see “Appeal Requests” below), one appellate officer will be assigned and one appeal hearing will be conducted (see “Appellate Officers” below). Both parties will be provided the opportunity to attend the appeal hearing and the appeal decision outcome will be communicated to both parties. If the responding party appeals, the reporting party will be notified of the appeal, will be provided the opportunity to attend the appeal meeting, and will be notified of the appeal outcome. If the reporting party appeals, the reporting party will be notified of the appeal will be provided the opportunity to attend the appeal hearing, and will be notified of the appeal outcome. If either party wishes to respond to the original appeal request, the other party will be afforded the opportunity to respond to the appeal, specifically if said individual is unavailable to attend a possible appeal meeting.

c) Appellate Officers
   As noted in the section titled “Authority” of this Code, the Vice President and Dean of Students or designee have the authority to designate individuals as hearing or appellate officers, when appropriate. University Housing and International Programs are also extended the authority to identify appropriate appellate officers for the execution of student conduct concerns within their respective areas.

   1. Recommended decisions of the Student Conduct Board may be appealed to the Dean of Students (or designee).
2. Recommended decision of the University Housing Conduct Board may be appealed to the Executive Director of University Housing (or designee).

3. Recommended decisions of the University Housing Conduct Board may be appealed to the Executive Director of University Housing (or designee).

4. Recommended decisions of the Director of the Office of Student Rights and Responsibilities (and designees) may be appealed to the Dean of Students (or designee).

5. Recommended decisions of other hearing officers appointed by the Dean of Students may be appealed to the Dean of Students (or designee, including a panel).

6. Recommended decisions of hearing officers appointed by the Executive Director of University Housing may be appealed to the Executive Director of University Housing (or designee).

7. Recommended decisions of the Dean of Students may be appealed to the Vice President (or designee).

d) Appeal Requests

1. A written request shall be submitted to the Office of Student Rights and Responsibilities or University Housing using the appropriate form within five (5) business days after the student is notified of the initial hearing decision is sent to the student.

2. The request shall state the reason(s) for appeal (see numeral 3 below), the supporting facts, and the recommended way to correct the errors.

3. Appeals are not opportunities for full re-hearings of cases already decided. Appeal considerations are limited to:
   a. Due process errors involving violations of a responding party’s fundamental due process rights or a reporting party’s rights (see “Procedures”) that substantially affected the outcome of the initial hearing.
   b. Demonstrated prejudice against any party by the person presiding over the hearing. Such prejudice must be evidence by a conflict of interest, bias, pressure, or influence that precluded a fair and impartial hearing.
   c. Newly discovered, relevant information that was not reasonably available at the time of the original hearing and that would have substantially affected the outcome of the original hearing.
   d. A sanction that is extraordinarily disproportionate to the violation committed. An outcome imposed is extraordinarily disproportionate for the violation(s) committed and the cumulative conduct history of the responding student.
   e. The preponderance of the evidence presented at the hearing does not support the finding with regard to responsibility. Appeals based on this consideration will be limited solely to a review of the record of the first-level
hearing, except newly discovered evidence under sub-bullet 3(c) above may also be considered.

e)d) Appellate Review
1. Will involve an initial file review by the appellate officer. The appellate officer may make a determination based solely on this review. The outcome of the file review may become the official decision (see “Appellate Recommendations and Decision”). File reviews are the default appellate process.
2. If the appellate officer determines a need for additional information, that officer may request written materials and/or an appeal-appellate meeting with the responding party/responding student(s) and/or reporting party/reporting individual(s) (see numerals 3-7 below).
3. If deemed necessary, an appeal meeting will be scheduled within ten (10) business days of receiving the written request for appeal.
4. If deemed necessary, an appeal-appellate meeting will involve speaking with the responding party/responding student(s) and/or reporting party/reporting individual(s) and any witnesses called by either party; the appellate officer may determine whether there is a need to call any further witnesses or gather additional information.
5. An appeal meeting All reasonable attempts will be made to will be audio record the appellate meeting. This recording will serve as the official record of the meeting and acts as the sole recording. Any recording conducted without the express knowledge and permission of participants could possibly result in further action, including, but not limited to, student conduct action. This recording will serve as the official record of the meeting.
6. The responding party/responding student(s) and/or reporting party/reporting individual(s) will be afforded the opportunity to bring an advisor to the appellate meeting.
7. All appellate meeting meetings will be fair and impartial. Prior to the start of an appellate meeting, the responding individual(s) or reporting student(s) may submit a challenge regarding the perceived impartiality of the appellate officer to an appropriate Student Conduct Authority (or designee). Decisions on such challenges made by that Student Conduct Authority (or designee) shall be final and not subject to appeal. All concerns of perceived impartiality will be noted in the case record. The responding party and/or reporting party may submit a written challenge to the impartiality of any appellate officer to the Office of Student Rights and Responsibilities or University Housing.
8. If the responding party/responding student(s) and/or reporting party/reporting individual(s) fails to appear at the scheduled appeal-appellate meeting after proper notice or otherwise fails to cooperate with the Student Conduct Code appellate process, the meeting may still be held in their absence.
9. During an appeal period, any action that would have gone into effect as a result of a first-level hearing decision is placed on hold until the full conclusion of the appellate process. Discretion is provided to the appropriate Student Conduct
Authority if the immediate health and safety needs of a community may require a modification of this expectation (or designee).

e) Appeals involving Reporting and Responding Parties
For incidents involving reporting individual(s), both the reporting individual(s) and the responding student are afforded the opportunity to submit an appeal request of the Student Conduct Authority’s decision within five (5) business days after the hearing decision is sent to the reporting individual(s) and responding student.

1. Once an appeal request is received, the other party will be notified and provided with an opportunity to review the submitted appeal request and submit a written response or their own appeal on separate grounds within three (3) business days, or by the original appeal submission deadline, whichever is greater. Deadlines may be extended at the discretion of Student Conduct Authority (or designee) under exceptional circumstances. A deadline extension request must be submitted in writing.

2. The Student Conduct Authority (or designee) will also provide a written response for review by the appellate officer after reviewing all submissions from the reporting individual(s) and/or responding student. All supporting information for the appeal request from the reporting individual(s) and/or responding student must be submitted by the specified submission deadline in order to be considered by the appellate officer. Upon receipt of all documents and information, the appellate officer will conduct an efficient and narrow review of the file limited to the grounds identified by the initiator of the review.

3. If the appellate officer determines the appeal request sufficiently meets one or more of the appeal grounds, the appeal request will be forwarded to the Vice President for review.

4. There are no additional meetings with the reporting individual(s) and/or responding student unless there are exceptional circumstances as determined by the appellate officer, in which case the Vice President must offer both the reporting individual(s) and/or responding student the same opportunity to discuss the case.

5. The Vice President's decision is considered the final University decision and will be communicated simultaneously in writing to both the reporting individual(s) and the responding student.

f) Appellate Recommendations and Decisions

1. The appellate officer may recommend to affirm, modify, or reverse the first-level hearing decision; or order that a new hearing be held. The appellate officer may not modify or reverse a finding of “not responsible,” but may recommend that the finding be set aside and a new hearing be held.

2. All appellate recommendations are transmitted to the Vice President. The Vice President (or designee) has the right to affirm, modify, or reverse the recommendation, or to order a new hearing.
3. The final decision is communicated in writing within fifteen (15) business days of an appellate hearing. This time period may be extended if necessary for consideration of the record on appeal.

4. Once approved by the Vice President (or designee), appellate recommendations become final agency action. Final agency action decisions may be appealed by writ of certiorari to the Second Judicial Circuit in and for Leon County, Florida.

5. Except in the case of an interim disciplinary action pursuant to Section (5) below, the responding party/responding student(s)’s status will remain unchanged until the appellate process is final.

4) Records
   a) Records Maintenance
   Records of all student conduct cases will be maintained in the Office of Student Rights and Responsibilities or in University Housing. Records which result in a finding of not responsible or result in suspension or a less severe sanction outcomes that do not include separation from the University shall be destroyed in compliance with Florida Public Records law. Suspension or dismissal records shall be permanently retained as official records, unless the student is readmitted and successfully completes a degree, at which point the record should be removed from the official files under any circumstances. Expulsion records are permanently retained as official records. Any records kept beyond this limit is for statistical purposes will not be considered or released as official student conduct records. The University may choose to retain records outside of these timeframes as deemed appropriate.

   b) Release of Records
   The release of student conduct records will be governed by applicable federal and state laws regarding the privacy of education records. General information regarding the outcome of student conduct proceedings (without identifying information) may be released to the public.

   c) Copies of Records
   1. Recordings of hearings may be reviewed at the Office of Student Rights and Responsibilities or University Housing. The Office of Student Rights and Responsibilities or University Housing may require the reviewer to sign a confidentiality agreement as a condition of the review. Copies of recordings are not available unless all parties and witnesses have provided written confidentiality waivers.

   2. Transcripts of recorded hearings will not be prepared by the University. Any person desiring a transcript of a recorded hearing should contact the Office of the General Counsel, which will arrange for the preparation of the transcript by a court reporting service. The court reporting service will provide the transcript to the Office of the General Counsel, which will perform a confidentiality review of the transcript and redact any confidential or exempt information pursuant to state or federal law. The requester shall bear the cost of the transcript preparation and confidentiality review.
5) **Interim Disciplinary Action Health and Safety Suspension**

Based upon a student’s alleged behavior, the Vice President of Student Affairs or the Dean of Students (or their designee(s)) may impose an interim disciplinary action health and safety suspension prior to the initiation of formal charges in a student conduct action under the Student Conduct Code or to a student’s hearing on the facts of the case.

a) 1. When the student’s actions/behaviors affect the safety, health, or general welfare of a student and/or the University community, an interim disciplinary action health and safety suspension may include prohibiting the student from being on University property, attending classes, attending programs and activities, and using University facilities.

b) 2. The interim disciplinary action health and safety suspension may include notification of appropriate faculty and staff, and restrictions including, but not limited to, suspension, limited or restricted class attendance, limited or restricted use of University facilities, limited or restricted participation in student activities, limited or restricted representation of the University on athletic teams or in other leadership positions, limited or restricted entrance into University residence halls or other areas controlled, leased or used by the University, or restricted contact with specified person(s).

c) 3. An interim disciplinary action health and safety suspension requires that the student be notified in writing. Various forms of correspondence (e.g., in-person delivery, certified mail, electronic) may be used to communicate the interim health and safety action suspension.

d) 4. An interim disciplinary action health and safety suspension does not supplant the student conduct process, which shall proceed on normal schedule and follow established procedures noted in the Code.

e) 5. The student may request a challenge of the interim disciplinary action health and safety suspension to address the restrictions imposed. The student’s challenge must be in writing to the Dean of Students. The scope of a challenge is limited to whether or not the interim disciplinary action health and safety suspension should continue. The burden falls on the responding party responding student(s) to demonstrate why the interim disciplinary action health and safety suspension should not continue. The burden falls on the responding party to demonstrate why the interim disciplinary action should or be modified.

6. If a challenge is requested on the interim disciplinary action health and safety suspension, a meeting will be scheduled within three (3) business days of the receipt of a written request. The Dean of Students (or designee) will conduct the meeting.

7. For incidents involving alleged sexual misconduct, individual challenge meetings utilizing a similar procedure will be facilitated for responding student(s) and reporting individual(s).

f) 8. At a requested challenge meeting, information will be presented in support of any interim health and safety suspension. The responding student(s) may offer statements or other information to rebut any grounds offered in support of the interim health and safety suspension.
9. The Responding student(s), reporting individual(s), and witnesses are afforded the right to have an advisor present at this challenge meeting. Responding student(s), reporting individual(s), and witnesses are required to address the Dean of Students (or designee) in person, on their own behalf, although they may consult with their advisor during the meeting. This consultation must take place in a manner that does not disrupt the proceedings. The advisor shall not speak on behalf of the responding student(s), reporting individual(s), or any witnesses unless expressly authorized to do so by the administrator conducting the meeting. The responding party responding student(s), reporting party reporting individual(s), and any witnesses shall provide the advisor’s name in writing to the Office of Student Rights and Responsibilities or University Housing two to three (32) business days prior to the meeting. The advisor may not serve as a witness.

10. Responding student(s), reporting individual(s), and witnesses are required to present any information during the challenge if relevant as to whether the interim disciplinary action and safety suspension should be continued or changed during the meeting. The presentation of witnesses is at the discretion of the administrator conducting the meeting.

11. The student will be notified of the outcome of the meeting in writing. The written notification of the outcome is final as to the interim disciplinary action and safety suspension, pending the final results of the Student Conduct Code student conduct process. In the event there is a reporting party reporting individual(s) involved, said individual(s) will be informed of the outcome of an interim disciplinary action health and safety suspension challenge.

12. Formal student conduct charges may be filed at the completion of all law enforcement and relevant University investigations if practicable, even if law enforcement investigations or criminal proceedings are ongoing.

Specific Authority BOG Regulations 1.001(3) (a), (j), and (4) (a), 6.0105.

MEMORANDUM

TO: President John Thrasher

FROM: Amy Hecht
Vice President for Student Affairs

DATE: May 18, 2018

SUBJECT: Request Approval of Amendment to Regulations

- FSU-3.004 Student Conduct Code
- FSU-3.0041 Student Organization Conduct Code

The revisions seek to clarify terminology and procedures in the Student Conduct Code and Student Organization Conduct Code. Particular significant changes are as follows:

**FSU-3.004 Student Conduct Code**

- Definitions:
  - Advisor – can only serve in advisor role and not have other roles (witness, etc.);
    Availability of Advisors also cannot unreasonably delay hearings
  - Student – expanded to say suspended students are still considered students during
    suspension period; individuals who leave can be prohibited from future
    enrollment or accessing records until conduct issue is resolved; students who
    fulfill academic requirements for degree before conduct issue is resolved may
    have no change in degree status until conduct issues are resolved
  - Added definition of Student Conduct Board
  - Added definitions for Student Conduct Board and University Housing Conduct
    Board

- Scope:
  - Stated University’s ability to adjudicate alleged violations regardless of location
  - Added University can choose to not pursue conduct as appropriate (medical
    amnesty, alleged victims)

- Violations:
  - Rationales – stated that unfamiliarity with Code, intent of individual, and
    impairment from intoxication are all not justifications for violations
  - Sexual misconduct – changed language about age of consent to be “legal age of
    location of sexual contact”; added solicitation; updated relationship/dating
    violence language to include a single instance or a pattern can constitute a finding
of responsibility; expanded exploitation to state distribution of images without consent is a violation regardless if image was obtained with consent
- Animals – added harm to animals, animals that disrupt the University, and animals that cause harm to others as violations
- Hazing – added former members and alumni to those who could be connected to the organization; more potential hazing behaviors: undue financial hardships, forced/coerced inclusion or exclusion from events, unreasonable monitoring or invasion of privacy
- Fire Safety – updated to read as setting an unauthorized fire; added obstructing egress
- Alcohol – updated “driving under the influence” to “operation of a wheeled conveyance under the influence”
- Disruption – added behavior that materially disrupts previously reserved or scheduled activities on campus

- Due Process Rights: added list of rights from the info session sheet
- Hearing Procedures:
  - Stated that conduct action can happen prior to, simultaneously with, or following the conclusion of any criminal or civil process
  - Notice – identifies University email as official notification method
- Hearing Bodies and Authority: Administrative Hearing Panels – now composed of 2 faculty or staff and 2 Student Conduct Board members
- Hearing Procedures:
  - Stated hearings are scheduled at earliest availability of responding student based on appropriate academic requirements
  - Updated language on written statements to not give them undue weight in a hearing
  - Updated language on impact statements – will take impact statements as appropriate
  - Criminal convictions in a court of competent jurisdiction can be used for a finding of responsibility and the hearing focused on outcomes
- Hearing Decisions:
  - Outcomes of separation must be affirmed or modified by Dean of Students or designee
  - Outcome of University Housing contract cancellation must be affirmed or modified by Executive Director of University Housing or designee
- Outcomes:
  - changed name from “sanctions” to “outcomes” and added restrictions on access to and usage of University-related facilities or equipment as an outcome
  - Dismissal definition updated – is an indefinite separation for minimum of 2 years with readmission possible but not guaranteed and is noted on transcript – mirrors the Academic Honor Policy
- Appeals:
  - Added the University can deny appellate request after full review of request if basis of appeal has no merit
  - Stated file reviews will be default appellate process
o Updated language on appeals involving reporting and responding parties
   o Deleted language about not being able to reverse findings of not responsible

- Records: Added the University can choose to retain records outside of designated time periods as appropriate

FSU-3.0041 Student Organization Conduct Code

The revisions seek to clarify terminology and procedures. Particular significant changes are as follows:

- Most changes suggested in the individual code are also in the companion noticed organizational code – remaining bullets are differences specific to the Organizational Code
- Definitions:
  o Added definition of student group as any number of persons associated with University and each other but are not registered – includes but not limited to formerly recognized student organizations whose charter was revoked
- Due Process: added list of rights from the info session sheet
- Hearing Bodies & Authorities:
  o Added single-administrator option when in the best interests of University
  o Updated composition of Administrative Hearing Panels – 3 Student Conduct Board members (one of whom is chair) and 2 faculty or staff; for FSL cases, students must be affiliated with FSL organization in good conduct standing
- Hearing Procedures:
  o Criminal convictions against members of an org or group for behavior alleged to have violated the code is deemed established and can focus hearing on outcomes
- Outcomes:
  o Updated Dismissal language to prohibition of recognition for at least 2 years with possibility of regaining recognition
  o Added Expulsion – separation from University with no possibility of regaining recognition

I recommend your approval of this request.

Approved
FSU-3.0041 Student Organization Conduct Code

Table of Contents

General Provisions & Procedures

a) Preface
   Guiding Philosophy

b) Definitions

c) Scope

d) Authority

e) Group Responsibility

f) Violations
   1. Sexual Misconduct
   2. Endangerment
   3. Harassment
   4. Hazing
   5. Remote Controlled Aircraft
   6. Weapons
   7. Fire and Safety
   8. Alcohol, Controlled Substances, & Illegal Drugs
   9. Disruption
   10. Misrepresentation or Misuse of Identity or Identification
   11. Property
   12. Computers
   13. Recording of Images without Consent
   14. Recording of Oral Communications without Consent
   15. Publication of Explicit Images
   16. Gambling
   17. Other Violations

g) Due Process Rights

h) Procedure
   1. Charges/Initiation of Student Conduct Action
2. Notice .........................................................................................................................

3. Hearing Bodies and Authorities ................................................................................

3-4. Case Resolution Options

4-5. Types of Hearings

5-6. Hearing Procedures

6-7. Hearing Decisions

Sanctions Outcomes

a) Philosophy and Approach.........................................................................................

b) List of Sanctions Outcomes

Appeals ............................................................................................................................

a) Function ....................................................................................................................

b) Appeals Involving Reporting and Responding Parties

c) Appellate Officers

d) Appeal Requests

e) Appellate Review

f) Appeals Involving Reporting and Responding Parties

f) Appellate Recommendations and Decisions

Records ............................................................................................................................

a) Records Maintenance ..............................................................................................

b) Release of Records ..................................................................................................

c) Copies of Records ...................................................................................................

Interim Disciplinary Action Health and Safety Suspension

1) General Provisions and Hearing Procedures

a) Preface

The Student Organization Conduct Code (further referred to as “The Code”) emphasizes Florida State University’s (further referred to as “University”) commitment to a campus community which exercises the responsible engagement of student freedoms, is a guiding document at Florida State University which emphasizes the University’s commitment to a campus community which exercises the responsible engagement of
student freedoms. The pursuit of responsible freedom is consistent with the tenets of the Seminole Creed and the purpose of Uphold the Garnet and Gold efforts to promote
civility at the University, as students balance their pursuit of excellence and exploration
with consideration to the impact of behavior on themselves and others.

Engagement in Student life at Florida State

The University includes a “voluntary association of scholars who demand and deserve a positive – and special – living/learning environment, as well as a special approach for enforcing the academic community’s standards” (Stoner & Lowery, 2004, p. 5). As such, student conduct at Florida State University embraces the University’s commitment to an educational experience that provides students with an understanding of the complex moral issues inherent in human life and develop “the knowledge and skills for effective and responsible participation in the world.” The Code reemphasizes the dignity and worth of each person and substantiates the need for an inclusive environment to support the betterment of all persons in associated with the Florida State University community.

“The University is a compassionate community. In its treatment of students, it recognizes the wisdom both of letting students experience the consequences of their actions and of providing the opportunity to learn and grow in ways that can overcome past difficulties” (Florida State University, 2016).

The University fully recognizes the right of all students to seek knowledge, debate ideas, form opinions, and freely express and discuss their ideas in accordance with the expectations set forth in this Code is fully recognized by Florida State University. This Code applies to student conduct and will not be used to impose discipline for the lawful expression of ideas. Specific restrictions on expectations regarding time and place of meetings and assemblies are found in Oglesby Union and other University rules, regulations, or policies. The student conduct process is designed to be educational in nature and promotes the University’s mission. Being a member of the University Community is a privilege, and the conduct process will determine if a student’s conduct warrants they should no longer share in that privilege.

SOURCES:

b) Definitions
For any terms not directly addressed within this section but relevant to the administration of the student conduct process, the Vice President for Student Affairs or designee remains the final authority on any discrepancy.
1. **Advisor.** The term “advisor” means any one person chosen by a student organization or student group representative, responding individual, or witness to assist an-said individual throughout the student organization conduct process, unless service in this capacity would unreasonably conflict with the fair administration of the student conduct process as determined by the appropriate Student Conduct Authority (or designee). The University is not responsible for selecting an advisor for any individual student organization or student group navigating the student organization conduct process. The individual selected by a student as an advisor may not participate in the student organization conduct process in any other capacity in reference to the same incident. The availability of an advisor to attend a student organization or student group conduct meeting or hearing shall not unreasonably interfere with or delay the student organization conduct process. Examples of advisors include, but are not limited to, attorneys, law students affiliated with a Student Government Association-sponsored program, University administrators, University faculty or instructors, or University staff.

2. **Business Day.** The term “business day” refers to any weekday Monday through Friday in which the University is in operation. This does not include when the University holidays and closures are in operation but classes are not in session.

3. **Hearing.** The term “hearing” means an informal or formal proceeding, conducted by a hearing body in accordance with the Student Conduct Code, through which determinations of responsibility and non-responsibility are made and sanctions imposed outcomes are assigned as appropriate.

4. **Hearing Body.** The term “hearing body” means any person or persons authorized in the Student Conduct Code to conduct hearings, determine findings regarding whether a student organization or student group has violated the Student Conduct Code, and recommend or issue assign sanctions if necessary outcomes as appropriate.

5. **On-Campus.** The term “on-campus” means all land, buildings, facilities, and other property in the possession of or owned, used, or controlled by the University, including adjacent streets, sidewalks, and parking lots. See also subsection 152 “University” below.

6. **Policy.** The term “policy” means the written statements of governing the University as found in, but not limited to, the State of Florida Board of Governors regulations, the University’s Board of Trustees regulations, the Student Organization Conduct Code, the General Bulletin, the Online Student Policy Handbook, the Directory of Classes, the Guide to Residence Living, and other written requirements of departments, organizations, and clubs.

7. **Preponderance of the Information.** “Preponderance of the information” means that the information, as a whole, shows that the fact sought to be proved is more probable than not. This standard shall be used in adjudicating all student conduct cases within this Student Conduct Code.

8. **Recognized Student Organization.** The term “recognized student organization” refers to an organization that has been approved by the Student Activities Center, as
designee of the Vice President for Student Affairs, to function at Florida State University. Further stipulations regarding recognition are outlined in FSU-3.0015 Student Organizations and Activities.

8.9. **Student Group.** The term “student group” refers to any number of persons who are associated with the University and each other, but who have not registered, or are not required to register, as a student organization that conducts business or participates in University-related activities. This includes, but is not limited to, formerly recognized student organizations whose charter has been revoked.

9.10. **Reporting Party/Individually.** The term “reporting party/individual” means any individual, student organization, or student group who has been directly impacted by or reported another person’s student organization or student group’s alleged violation(s) of the Student Conduct Code. The reporting party/individual is the individual, student organization, or student group who files a report or on whose behalf a report is filed.

10.11. **Responding Party/Student Organization or Student Group.** The term “responding party/student organization or student group” refers to a student organization or student group who has been accused of an alleged violation of the Student Conduct Code.

11.12. **Student.** The term “student” means any person who is admitted to and enrolled at in any credit-bearing course or program in any school or division of Florida State University at the time any alleged violation(s) occurred, any person who is admitted to the University and is present on campus for the purpose of being enrolled in any University course or program, including Orientation, or any person who has been enrolled in any credit-bearing course or program at the University and continues to be associated with the University, because the student has not completed the course or program in which the student was enrolled. In cases of dual enrollment, jurisdiction over a student’s conduct will be determined in consultation with appropriate officials at the student’s other institution. An individual who has been suspended from the University through the conduct process is still considered a student during the suspension period. An individual who leaves the University before a conduct issue is resolved may be prohibited from future enrollment and/or accessing University records until the matter is resolved. Students who fulfill academic requirements for a degree before a conduct issue is resolved may have no change in degree status until the matter is resolved. For the purposes of this Code, the term “student” may include student organization or student group as the context requires.

12.13. **Student Conduct Authority.** The term “Student Conduct Authority” refers to an individual or administrative unit whose administrative duties include the fair administration of the student conduct process, including formal and informal action in response to behavioral concerns. Please see the section on “Authority” for more information.

13.14. **Student Organization or Student Group Representative.** A student designated by an student organization or student group to serve as its representative through any student organization or student group conduct proceedings. Typically, this
individual serves on the executive board of an organization and may particularly serve in the role of president. The Student Conduct Authority (or designee) may choose to require a student organization or student group to designate a non-student representative when deemed necessary.

14.15. University. The terms "University" and "University properties" mean Florida State University, including the main-Tallahassee campus, all property leased, used, or controlled by the University, all branch campuses, facilities, and University International Programs' locations and property. The Student Conduct Code applies to the University as defined herein. Non-substantive procedural modifications that reflect the particular circumstances of each campus and international program are permitted.

15. University Community. The term "University community" includes any person who is a student, faculty member, University official, visitor, contractor, volunteer, representative of the University, or any person employed by the University. It also includes recognized student organizations and student groups and their members (active or inactive), officers, guests, contractors, and agents.

16. University Defender. The term "University Defender" means any person provided by the Student Government Association, either through formal appointment or informal referral, to serve as a resource advisor to a responding party under the authority of University Regulation FSU-2.006.

17. University Official. The term "University official" means any person employed or appointed by the University to perform assignment to engage in teaching, research, administrative, professional, or other responsibilities while acting within the scope of their employment with the University.

18. Student Conduct Board. The term "student conduct board" refers to a group of currently enrolled students in good conduct standing selected and trained by the Office of Student Rights & Responsibilities to adjudicate both formal and informal student organization or student group conduct cases.

19. Administrative Hearing Panel. The term "Administrative Hearing Panel" refers to a group of currently enrolled students in good conduct standing and University Officials selected and trained by the Office of Student Rights & Responsibilities to adjudicate both formal and informal student organization or student group conduct cases.
c) **Scope**

Florida State University may choose to address the alleged misconduct of any student organization or student group as specified in Section E, "Violations," of this Code, regardless of location. Jurisdiction regarding student organization conduct is generally limited to the conduct of any recognized student organization on Florida State University premises. In addition, the University reserves the right to examine conduct, regardless of location, when that conduct may adversely affect the student, the University community or its international programs.

In addition, the following stipulations are considered regarding scope.

1. The processes for adjudicating violations of federal law, state law, or local ordinance and violations of The Code are separate and may be pursued independently and/or simultaneously.

2. The University reserves the right to determine how the timing of the incident impacts the initiation or completion of the conduct organization conduct process.

3. The University reserves the right to determine how a student organization or student group's status with the University impacts initiation or completion of the student organization conduct process.

3.4. The University may choose to not pursue student organization or student group conduct action in circumstances where deemed appropriate. This includes, but is not limited to, individuals who report they are the alleged victim in an incident or individuals who qualify for the University's Medical Amnesty Policy.

4.5. The University reserves the right to restrict a student's contact with specified people when facts and circumstances dictate such action is appropriate. Such restrictions include but are not limited to, No Contact Orders. There is no need for present student conduct action in order for a No Contact Order to be issued. The Student Conduct Authority (or designee) can administratively issue No Contact Orders to any individuals, but all parties involved in a conflict or incident.

5.6. The University reserves the right to determine what University personnel have an educational need-to-know regarding the status and/or outcome of conduct processes and to provide notice to relevant University personnel as determined by the Director of Student Rights & Responsibilities Student Conduct Authority (or designee).
d) Authority

Authority for student organization and student group discipline ultimately rests with the Florida State University Board of Trustees which has delegated such authority to the President of Florida State University (hereinafter "President"). The Board further assigns authority through this Code, a Board Regulation. The President has delegated direct authority to the Vice President for Student Affairs (hereinafter "Vice President"). The Vice President delegates this authority to the Dean of Students and to the Executive Director of University Housing. The Director of the Office of Student Rights & Responsibilities.

1. The President, Vice President and the Dean of Students or designee have the authority to designate individuals internal and external to the University as hearing or appellate officers when appropriate.

2. Under the direction of the Dean of Students and Associate Deans of Students, the Assistant Dean of Students/Director of the Office of Student Rights & Responsibilities is responsible for implementing the student organization and student group conduct system. Implementation includes, but is not limited to, selection and training of hearing officers.

3. All hearing bodies have the authority to consult with other appropriate University officials in order to effectively resolve a student organization or student group conduct case effectively.

4. Resolutions of a first-level hearing decision are further addressed under "Procedures."

5. The initial hearing decision or recommendation of a hearing body is considered a first-level hearing student organization conduct action decision. If a first-level student organization conduct action hearing decision is not appealed as provided within the Student Conduct Code, the initial hearing decision becomes final agency action.

6. The authority of appellate officers is further enumerated in the Code section on "Appeals." Appellate decisions are considered recommendations to the Vice President or designee and become final agency action upon approval by the Vice President or designee.
e) **Group Responsibility**

Any student organization or student group can be held responsible for its actions or the actions of those affiliated with the organization, including but not limited to: one or more of its members (active or inactive), former members, alumni, guests, contractors, and agents. Every student organization or student group has the duty to take all reasonable steps to prevent violations of University regulations and state laws growing out of or related to the activities of the organization. To this end, each organization is expected to educate its members regarding their risk management policy and all applicable University policies and state laws.

1. In determining whether a student organization or student group may be held collectively responsible for the individual actions of its members, guests, contractors, and/or agents, all of the available factors and circumstances surrounding the specific incident will be reviewed and evaluated. There is no minimum number of student organization or student group members who must be involved in an incident to determine group responsibility. A student organization or student group may be subject to discipline for activities not sponsored by the student organization or student group where the majority of the persons present or responsible for the activity are members or guests of members of the student organization or student group.

2. Misconduct on the part of the student organization or student group may be addressed when one or more of the following factors exist:
   a. Members of the student organization or student group (active or inactive), alumni, former members, agents, contractors, or guests act together to violate the Student Conduct Code or Student Organization Conduct Code;
   b. One or more officers or members of a student organization or student group are present at a student organization or student group-sponsored, student organization or student group-financed, or otherwise supported activity or event has knowledge of the event, planned unlawful conduct and/or conduct in violation of the Student Conduct Code or the Student Organization Conduct Code before it occurs and fails to take preventative or corrective action or fails to stop unlawful behavior while it is occurring at such event;
   c. A violation occurs on premises and/or transportation owned, operated, or rented exclusively by the student organization or student group;
   d. A pattern of individual violation has occurred and/or continues to occur without adequate control, response, or sanction on the part of the student organization or student group or its leaders;
   e. The student organization or student group or related activities provided the context for the violation(s); or
   f. The student organization or student group chooses to protect one or more individuals in violation who are members (active or inactive), alumni, former members, agents, contractors, or guests of the student organization or student group from official actions.
f) Violations

Each student organization or student group is expected to abide by these rules of conduct and to be accountable for their behavior. All animals are considered an extension of a student or person responsible for their care; therefore, animals must adhere to the expectations set forth in this Student Organization Conduct Code. Lack of familiarity with the Student Organization Conduct Code is not a justification to any violations of this Code. Unless specifically noted, intent is not a required element to establish a Student Organization Conduct Code violation. Intoxication or impairment from alcohol, drugs, or other substances is not a justification to a violation of this Code. These rules of conduct should be read broadly and are not designed to define prohibited conduct in exhaustive terms.

The following behaviors, or the aiding, abetting, conspiring, soliciting, or inciting of, or attempt to commit these behaviors, constitute violations of the Student Organization Conduct Code.

1. Sexual Misconduct

   a. Sexual Violence: Any sexual act performed without the consent of the reporting party or individual, or that occurs when the reporting party or individual(s) is unable to give consent. Consent to sexual activity must be knowing, intelligent, unambiguous, and voluntary. Consent is active, not passive. There must be a clear and willing participation, through words or actions, for each sexual act. Submission to sexual activity that is the result of force, coercion, or threats is not valid consent.
      i. Consent to one type of sexual activity does not imply consent to other types of sexual contact. There must be consent at every stage of the sexual encounter.
      ii. Past consent to sexual activity does not imply consent to future sexual activity.
      iii. Consent can be withdrawn at any time, including in the middle of a sexual encounter, if the withdrawal of consent is clearly indicated by words or actions.

         Individuals who are incapacitated by voluntary or involuntary alcohol or drug use (legal, illegal, or prescription); asleep; unconscious; mentally impaired by disease or illness; or under 18 years old cannot give consent (no matter what they say or do). "Incapacitation" is a state where a person cannot make a rational decision because the person lacks the ability to understand the nature of the act. In order to give effective consent, one must be of legal age in the location of the sexual contact.

   b. Sexual Harassment: Unwelcome sexual advances, requests for sexual favors, and other verbal, non-verbal, or physical conduct of a sexual nature when:

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1 It is intended that the definitions used in this portion of the Student Conduct Code be consistent with FSU’s Sex Discrimination and Sexual Misconduct Policy.
i. Submission to such conduct is made an explicit or implicit term or condition of employment, academic status, receipt of University services, participation in University programs; or

ii. Submission to or rejection of such conduct is used as the basis for an academic or employment decision; or

iii. The conduct is sufficiently severe, frequent, or wide-spread that, both subjectively (to the reporting party) and objectively (to a reasonable person), it: (1) creates an intimidating, hostile, or offensive work environment; or (2) denies, interferes with, or limits an individual’s ability to participate in or benefit from opportunities, university programs, or activities.

c. Sexual Exploitation: Any act of taking non-consensual, unjust, or abusive sexual advantage of another person for one’s own advantage or benefit or to benefit or advantage anyone other than the person being exploited. Sexual Exploitation includes but is not limited to:

i. Causing or attempting to cause the incapacitation of another person in order to gain a sexual advantage over such a person;

ii. Prostituting another person (i.e. personally gaining money, privilege, or power from the sexual activities of another; sex trafficking);

iii. Soliciting another person for sexual activity in exchange for money, goods, or services;

iv. Non-consensual videotaping, photographing, or audio-taping of sexual activity and/or distributing these materials via media such as, but not limited to, the Internet and other electronic/digital media without the depicted person’s consent, even if the depicted person originally consented to the creation of the image or voluntarily provided it to the person responsible for the distribution or publication;

v. Exceeding the boundaries of consent (e.g., allowing another person to observe consensual sex without the knowledge of or consent from all participants);

vi. Engaging in indecent exposure (i.e., intentionally exposing one’s sexual organs in public) with the intention of alarming, distressing, and/or offending others;

vii. Voyeurism; and

viii. Knowingly or recklessly transmitting a sexually transmitted disease (including HIV) to another individual.

d. Stalking: Willfully, maliciously, and repeatedly following, harassing, or cyberstalking another person. “Cyberstalking” means to engage in a course of conduct to communicate, or to cause to be communicated, words, images, or language by or through the use of electronic email and electronic communication, directed at a specific person, causing substantial emotional distress to that person and serving no legitimate purpose. Stalking can involve:

i. Following a person

ii. Appearing at a person’s home, class, or work
iii. Frequently calling, texting, e-mailing, or electronically chatting
iv. Leaving written messages or objects
v. Vandalizing a person’s property.

e. Dating Violence/Relationship Violence: Violence between an individual who is or recently has been in a continuing and significant relationship of a romantic or sexual nature and the other party. Dating Violence/Relationship Violence includes hurtful, repeated, and/or intentional behavior that one person uses to maintain power and control over another in an intimate relationship. The behavior can manifest as abuse that is verbal, emotional, psychological, physical, or sexual. Behaviors may include, but are not limited to: threats, name-calling, put-downs, isolation, withholding of money, physical harm, and sexual assault. A pattern of conduct or a single instance can rise to the level of dating violence/relationship violence.

f. Domestic Violence: Hurtful, repeated, and intentional behavior that one person uses to maintain power and control over another in an intimate relationship. The behavior can manifest as abuse that is verbal, emotional, psychological, physical, or sexual. Examples of Domestic Violence include assault, aggravated assault, battery, aggravated battery, sexual assault, sexual battery, stalking, aggravated stalking, kidnapping, false imprisonment, or any criminal offense resulting in physical injury or death of one family or household member by another.

g. Sex Discrimination: Treating individuals unequally because of their sex, gender, sexual orientation, gender identity, or gender expression. Examples of sex discrimination include:
i. Gender Based Hostility: Negative treatment or use of derogatory or offensive language toward a person because of that person’s gender, whether or not the language itself is sexual.

ii. Sex and/or Gender Stereotyping: Taking a negative employment/academic action, creating a hostile environment, or denying a benefit because the individual does not conform to sexual stereotypical notions of masculinity and femininity.

h. Retaliation: Any creation of a hostile environment or adverse action threatened or taken against an individual who makes a report of Sexual Misconduct, assists another in making a report of Sexual Misconduct, participates in the investigation of a report of Sexual Misconduct, or who in good faith and in a reasonable manner opposes conduct believed to constitute Sexual Misconduct.

i. Complicity: Any action or behavior done with the intent of aiding, facilitating, promotion, or encouraging the commission of an act of Sexual Misconduct.

2. Endangerment
   a. Physical violence towards another person or group.
   b. Action(s) that endanger the health, safety, or well-being of another person or group.
   c. Interference with the freedom of another person to move about in a lawful manner.
d. Action(s) that endanger the health, safety, or well-being of an animal unless approved by the University. This includes but is not limited to, intentionally or unintentionally torturing or in a cruel manner killing or causing serious bodily injury to an animal; failing to provide necessary, food, water, or care for an animal; unreasonably abandoning an animal in the student organization or student group's custody; transporting or confining an animal in a cruel manner; causing one animal to fight with another animal; or inappropriately overworking an animal.

e. Any harm caused by an animal when said animal is within the care of a student organization or student group.

3. Harassment

a. Conduct, not of a sexual nature, that is severe, pervasive, or persistent to a degree that interfere with a reasonable person, student organization, or student group's ability to participate in or benefit from the services, activities, or privileges provided by the University creates an intimidating, hostile, or offensive environment for another person.

b. Action(s) or statement(s) that threaten harm or intimidate another.

c. Acts that invade the privacy of another person.

d. Bullying behavior, not of a sexual nature, defined as: the systematic and chronic infliction of physical hurt or psychological distress by teasing, social exclusion, threat, intimidation, stalking, physical violence, theft, harassment, or destruction of property.

e. Stalking, not of a sexual nature, defined as: to follow or otherwise contact another person repeatedly, so as to put that person in fear for said individual's life or personal safety.

4. Hazing

a. Hazing is defined as any group or individual action or activity that endangers the mental or physical health or safety or which may demean, disgrace, or degrade any person, regardless of location, intent, or consent of participant(s). Although hazing is generally related to a person’s initiation or admission into, or affiliation with, any group or organization student organization or student group, it is not necessary that a person's initiation or continued membership is contingent upon participation in the activity, or that the activity was sanctioned or approved by the organization, for a charge of hazing to be upheld. The actions of active, associate, new, and/or prospective members or alumni of a student organization or student group may be considered hazing. Hazing is not confined to the student organization or student group with which the student subjected to the hazing is associated. Hazing includes, but is not limited to:

i. Unreasonable interference with a student's academic performance, employment, or religious observances and activities

ii. Forced or coerced participation or forced or coerced exclusion from participation in other University-related activities
ii.iii. Forced or coerced consumption of food, alcohol, drugs, or any other substance
iv. Forced or coerced wearing of apparel which is conspicuous and/or inappropriate
viii. Forced or coerced unreasonable financial expenditures
vi. Forced or coerced exclusion from social contact
vii. Unreasonable monitoring or invasion of personal privacy
viii. Bradding
ix. Creation of unnecessary fatigue (including but not limited to acts that stem from forced physical activity, such as calisthenics and deprivation of sleep deprivation)
ix. Deprivation of food deprivation
viii-xi. Beating, whipping, or paddling in any form
ix-xii. Line-ups and berating
ix-xiii. Physical and/or psychological shocks
ix-xiv. Personal, organizational, or group servitude
xii-xv. Kidnapping or abandonment
xiii-xvi. Unreasonable exposure to the weather elements
xiv-xvii. Any activity that would be viewed by a reasonable person as subjecting any person to embarrassment, degradation, or humiliation
xv-xviii. Expectation of forced or coerced participation in activities that are unlawful, lewd, or in violation of University policy.

Please refer to the Florida State University Hazing Policy and Section 1006.63, Florida Statutes, for more details.

5. Remote-Controlled Aircraft
   a. Unauthorized on-campus use of any remote-controlled aircraft or vehicle (i.e., drones).
   b. Failure to comply with established guidelines for authorized use of remote-controlled aircraft.

6. Weapons
   a. On-campus possession or use of firearms, antique firearms, ammunition, destructive devices, or other weapons or dangerous articles or substances, including but not limited to non-lethal weapons such as pellet guns, bb guns, paintball markers, slingshots, crossbows, stun guns, tasers, metallic knuckles, archery equipment, or any dangers chemical or biological agent.
   Note: This section shall not apply to:
   i. any law enforcement officer who is a student or to any student ROTC member acting under the supervision of an ROTC unit in a manner proscribed by military regulations of the United States Government; or
   ii. any student whose possession of a weapon as described above is approved by the FSU Police Department for a bona fide educational purpose; or
iii. A concealed firearm kept for lawful purposes with or without a license by persons 18 years or older within the interior of a private vehicle, provided that such a firearm is not carried on the person and provided that a handgun must be kept securely encased; or otherwise not readily accessible for use, or

iv. A student who possesses a concealed weapon or firearm license and is in possession of a stun gun or non-lethal electric weapon or device designed solely for defensive purposes and which weapon does not fire a dart or projectile as provided in Section 790.06(12) (a)(3), Florida Statutes.

b. On-campus possession or use of unauthorized knives. Culinary knives used in kitchen areas for their intended purpose and pocket knives with blades less than four inches in length are permitted in the residence halls. Other knives or objects with longer than a four-inch blade, include but are not limited to: swords, hunting knives, daggers, dirks, stiletto knives, machetes, axes, hatchets, and switchblades are not permitted. This also includes items that may be considered decorative in manner, such as sword canes or ornamental daggers and swords.

c. On-campus possession or use of fireworks, sparklers, and any item designed with the primary intention of exploding, including but not limited to: firecrackers, skyrockets, rockets, roman candles, and cherry bombs.

d. Off-campus, unlawful, or unauthorized possession or use of firearms, explosives, or other weapons or dangerous articles or substances in violation of state or federal law.

This section is authorized by Section 790.115, Florida Statutes. In accordance with Section 790.33, Florida Statutes, nothing in this section is intended to prohibit or regulate the lawful possession of a weapon or firearm as defined in Section 790.002, Florida Statutes, except as permitted by law.

7. Fire and Safety

   a. Inappropriate activation of any emergency warning equipment or the false reporting of any emergency.

   b. Unlawful possession, or removal of, damage to, or tampering with fire safety or other emergency warning equipment.

   c. Failure to evacuate a University building or facility within a reasonable amount of time after a fire alarm is sounded.

   d. Arson, or the setting of or attempting to set any unauthorized fire in or on University property or safety hazard.

   e. Obstructing the egress of an emergency exit.

8. Alcohol, Controlled Substances, and Illegal Drugs

   a. Unlawful possession or use of controlled substances, including prescription medicine belonging to another individual.

   b. Possession or use of illegal drugs.

   c. Purchase of illegal drugs or controlled substances.
d. Distribution, delivery, manufacture, or sale of illegal drugs or controlled substances.

e. Possession or use of drug paraphernalia.

f. Possession or consumption of alcohol when under the age of 21 as specified by the State of Florida.

g. Providing alcoholic beverages to an individual who is under the age of 21 as specified by the State of Florida.

h. Driving control or operation of a wheeled conveyance while under the influence of alcohol or any controlled substances or illegal drugs.

i. Intoxicated behavior.

j. Open Party. An open party is defined as an event at any location where hosts, owners, residents, or others in control of the event fail to take reasonable steps to ensure legal compliance, reduce the risk of harm, and ensure the safety of guests (including, but not limited to, removing those in violation or requesting law enforcement to assist) if alcoholic beverages are known to have been consumed at the residence by person/s under the age of twenty-one and/or illegal drugs or controlled substances are unlawfully possessed, distributed, or used.

k. Failure of a student organization or student group to take all necessary steps to see that no person under the legal drinking age possesses alcoholic beverages at functions its sponsors or within any property or transportation it owns, operates, and/or rents.

l. Any other violation of the University Alcohol Policy, FSU Regulation FSU-6.012.

9. Disruption

a. Failure to comply with the lawful order or reasonable request of a University official, any non-University law enforcement official, any non-University emergency responder, or any protective order.

b. Providing false or misleading information to a University official or to a non-University law enforcement official, including student conduct hearing bodies.

c. Acts that impair, interfere with, or obstruct the orderly conduct processes, and functions of the University or the rights of other members of the University community. This includes acts that occur both inside and outside of the classroom setting and may involve use of electronic or cellular equipment. This also includes behavior off campus during a University sanctioned event or activity or an event where the student serves as a representative of the University (including, but not limited to, an organizational leadership role).

d. Commercial solicitation on campus without prior approval from University officials.

e. Acts that disrupt the University student conduct process including, but not limited to, attempting to coerce or influence a person regarding the reporting of a student conduct violation or a person’s participation in any student conduct proceeding.
f. Knowingly participating in an event or participating in an event and failing to take necessary actions to determine whether a student organization or student group is currently on disciplinary probation with restrictive conditions or has been suspended or dismissed.

g. Urination or defecation in a public space.

h. Bribing another individual to gain an unauthorized advantage or to improperly affect an unbiased process or proceeding.

i. The unauthorized sale or attempted sale of University-issued student tickets.

j. Duplication, replication, or alteration of University-issued student tickets.

k. Any disruption of normal University operations caused by a student organization or student group’s animal.

l. Behavior which materially disrupts previously scheduled reserved activities on campus occurring at the same time.

10. Misrepresentation or Misuse of Identity or Identification
   a. Permits another person to use his or her identification.
   b. Inappropriate use of another person’s identification.
   c. Impersonating, or misrepresenting the authority to act on behalf of another individual, organization, group, or the University.
   d. Forgery, alteration, or misuse of identification, documents, records, keys, or access codes.
   e. Manufacture, distribution, delivery, sale, or purchase of false identification.
   f. Possession or use of false identification.

11. Property
   a. Damage or destruction of public or private property.
   b. Theft. Without authorization removes or uses the property or services of another person, student organization, student group, or of the University, with the intent to permanently deprive the person, student organization, student group, or University of the property.
   c. Misappropriation. Without authorization temporarily removes or uses the property or services of another person, student organization, student group, or the University, but without the intent to permanently deprive the person, student organization, student group, or University of the property.
   d. Receipt, possession, sale, or purchase of property or services that are known or reasonably should have been known to have been stolen.
   e. Enters or uses the property or facilities of the University or of another person, student organization or student group without the proper consent or authorization.
   f. Misuse or mishandling of student organizational or student group funds by any officer, member, or other individual.

12. Computers
a. Unauthorized access or entry into a computer, computer system, network, database account, software, or data.
b. Unauthorized alteration of computer equipment, software, network, or data.
c. Unauthorized downloading, copying, or distribution of computer software or data.
d. Any other act that violates Florida law or the Florida State University Policies and Responsibilities for Use of Campus Computer and Network Resources.

13. Recording of Images without Consent
Using electronic or other means to make a video or photographic record of any person where there is a reasonable expectation of privacy without the person’s consent. This includes, but is not limited to, taking video or photographic images in shower/locker rooms, residence hall rooms, private bedrooms, and restrooms. The sharing and/or distributing of such unauthorized records by any means is also prohibited.

14. Recording of Oral Communications without Consent
Using electronic or other means to make a record of any person when such oral communication is uttered by a person exhibiting an expectation that such communication is not subject to interception under circumstances justifying such expectation (e.g. a situation in which the person has a reasonable expectation of privacy), and the person has not given consent to the acquisition or recording of the communication. Such oral communications include but are not limited to recordings made using any device and any wire, oral, or electronic communication.

15. Publication of Explicit Images
Publication of an explicit image of a person that conveys personal identifying information of that person on a website, via social media, or other means without the depicted person’s consent, even if the depicted person originally consented to the creation of the image or voluntarily provided it to the person responsible for the publication.

16. Gambling
Engages in or offers games of chance for money or other gain in violation of the laws of the State of Florida

17. Other Violations
a. Violation of Federal or State law or local ordinance.
b. Violation of any Florida Board of Governors Regulation.
c. Aids, abets, conspires, solicits, incites, or attempts to commit, any other violation of Federal law, State law, or local ordinance.
d. Violation of any other University regulation or policy as described in the FSU General Bulletin, University Housing contract, University Housing Publication –
Graduate / Undergraduate, The Guide to Residence Living, other University Housing publications, the FSU Online Student Policy Handbook, the official FSU website, Student Activities and Organizational Policies (Student Organizational Manual or other University policies and Student Organization Advisor’s Manual), or other University Policies directly related to departments, organizations or clubs.

e. Violation of the Academic Honor Policy when the student is not currently enrolled in the related course or when the incident cannot otherwise be processed under the Academic Honor Policy. Refer to the Academic Honor Policy for violations and descriptions.

g) Due Process Rights
Student organizations and student groups at Florida State the University are afforded due process rights throughout the student organization conduct process. Any and all rights afforded to a responding party, student organization or student group during any student organization conduct action will also be afforded to a reporting party individual(s) as appropriate.

The two (2) fundamental due process rights are:
1. Notice: Responding parties, student organizations or student groups will be given written notice of the Student Organization Conduct Code charge(s) and the allegations upon which the charge(s) is/are based.
2. Hearing: Responding student organizations or student groups will be given an opportunity to present information, including witness testimony and/or statements, during a fair and impartial hearing.

As participants in a student conduct action, reporting individuals and responding student organizations and student groups have the right to:
1. Present information on their behalf.
2. Be accompanied by an advisor.
3. Submit questions for witnesses.
4. Have hearing decisions communicated in writing.
5. Request reasonable accommodations from the office adjudicating their student organization or student group conduct case. Accommodation requests must be made three (3) business days in advance of the scheduled hearing.

These rights will be executed in a fair and impartial manner with respect to all parties reporting individuals and responding student organizations or student groups involved in a student organization conduct action.

A more complete description of the procedures utilized to implement these rights is found in Section G “Procedures.”
h) Procedures
The Office of Student Rights and Responsibilities is charged with implementing the Student Conduct Code in ways that are congruent with the FSU “Statement on Values and Moral Standards” and with all applicable laws and regulations. The procedures implemented by these offices will be consistent with all appropriate due process rights accorded to student organizations in University student organization conduct proceedings. The procedures outlined below will be consistent with all appropriate due process rights afforded to student organizations or student groups in University student organization conduct proceedings. Student conduct action may proceed prior to, simultaneously with, or following criminal or civil proceedings at the discretion of the Student Conduct Authority (or designee). Decisions made within a criminal or civil process do not bind the University to establish or not establish that a violation of University policy has occurred, as there are different evidence rules, burdens of proof, and potential outcomes in each process.

1. Charges/Initiation of Student Conduct Action
A review of information for possible charges/student conduct action may be initiated in through the following ways:
   a. Any report submitted through a secure University reporting function.
   b. Filing Receipt of a police report with the FSU Police Department, Tallahassee Police Department, Leon County Sheriff’s Office, or requesting that a report from another law enforcement agency be sent to the FSU Police Department.
   c. Providing Receipt of a signed statement to the Office of Student Rights and Responsibilities or University Housing or providing a statement through a secure University reporting function. All information will then be reviewed by an appropriate Student Conduct Authority to determine whether Student Conduct Code charges will be filed or if alternative action, including mediation, is appropriate. When practicable, reports should be submitted to the appropriate Student Conduct Authority in a timely manner in an appropriate student Conduct Authority (or designee).
   d. All information received related to recognized student organizations affiliated with one of the four governing Greek councils (i.e., Interfraternity Council, Multicultural Greek Council, National Pan-Hellenic Council, Panhellenic Association) and representatives from the Office of Fraternity & Sorority Life and the Office of Student Rights & Responsibilities. This group recommends to the Director for the Office of Student Rights & Responsibilities as to whether formal Code charges will be filed or if alternative action, including mediation, is appropriate. When practical, reports should be submitted to the appropriate Student Conduct Authority in a timely manner.
   e. If a case involving alleged sexual misconduct is reported to a Student Conduct Authority, said authority has an obligation to report this matter to the appropriate Title IX authority, in adherence with the University’s Sex Harassment Discrimination and Sexual Misconduct Policy. A Title IX investigation of the
matter must occur, with a recommendation to review for possible student conduct charges, before any Student Conduct Authority (or designee) can review said matter.

d. All information will be reviewed by an appropriate Student Conduct Authority (or designee) to determine appropriate next steps. These steps include, but are not limited to, informal resolutions, educational conversations, and student organization or student group conduct action. The University may choose to take no action on submitted information as deemed appropriate.

Formal Student Conduct Code charges may be filed at the completion of all law enforcement and relevant University investigations or as soon as practicable, even if a law enforcement investigation or criminal proceeding is ongoing.

2. Notice

Absent exigent circumstances, the Student Conduct Authority (or designee) will notify a responding student organization or student group organization or student group of an alleged student organization conduct code violation(s) within five (5) business days after receiving all appropriate information. Notice is considered given to a student organization or student group if it is sent to the student organization or student group’s representative’s official university email address, is hand delivered to the representative, or is mailed to the local address on file with the Office of the University Registrar or to the permanent address if a local address had not been provided. The written notice given to any charged student organization or student group will include:

a. Sufficient detail to prepare a response (including source of information), description of the alleged violation(s), and specific alleged Student Organization Conduct Code charges.

b. An invitation to attend The date, time, and location of an information session, during which the student organization or student group’s rights may view all materials related to the case, receive instruction regarding the student organization conduct process and the student organization or student group’s rights, and confirm the forum in which the case will be heard type of resolution process to be utilized.

c. Notice of a formal hearing will occur at least five (5) business days prior to the hearing of the case. Informal hearings will be scheduled at the convenience earliest availability of the responding party-student organization or student group and the hearing body.

d. Parent(s) of any student under the age of eighteen (18) at the time of the alleged violation(s) may also be notified of pending charges alleged violation(s).

e. The Office of Student Rights and Responsibilities (or Student Conduct Authority (or designee) working in conjunction with appropriate University offices and/or organization advisors may place restrictions on the student organization or student group if the representative fails to address the Student Organization Conduct Code charges in a timely manner.
f. The student’s contact information on file with the Student Activities Center, the Office of the University Registrar, and/or relevant University offices will be used for all notices sent to the student organization regarding the conduct process/student organization or student group conduct notices sent. The University considers students’ University email account to be the official electronic method of communication.

3. Hearing Bodies and Authorities

Any specific procedures used by the hearing bodies will comply with the requirements of the Code. The range of available hearing bodies may differ on branch campuses or international program locations. The information below pertains to the hearing bodies available for student organization or student group conduct hearings and their authority in a student conduct action.

a. The Director of Student Rights and Responsibilities (Student Conduct Authority (and designee(s)) may conduct both informal and formal hearings with regards to alleged violation(s) of the Student Organization Conduct Code.

b. A University official may be designated by the Student Conduct Authority (or designee) to conduct informal or formal student organization or student group conduct cases as a single administrator or as a member of an Administrative Hearing Panel for student organization or student group.

b. A hearing officer designated by the Dean of Students may conduct both informal and formal hearings.

c. The Dean of Students and Associate Deans of Students may conduct both informal and formal hearings.

d. A student organization or student group’s conduct hearing may be heard by a single administrator when it is determined by the circumstances to be in the best interest of the University. The Student Conduct Board may conduct formal hearings on student organization cases. Panels are composed of five (5) Student Conduct Board members selected by the Office of Student Rights and Responsibilities or designee. In times of limited student availability or when conflicts are identified, hearings may proceed with less than five (5), but not less than three (3), Student Conduct Board members. The Director of Student Rights & Responsibilities will designate appropriate staff to serve as advisors to the Student Conduct Board.

e. An Administrative Hearing Panel may conduct formal hearings on student organization or student group conduct cases. Panels are composed of two (2) faculty or staff members, both designated by the Dean of Students (or designee), and three (3) Student Conduct Board members. The administrative hearing panel will be chaired by one (1) of the student conduct board members. For student organization or student group conduct cases involving an organization affiliated with the Office of Fraternity and Sorority Life, the Student Conduct Board panel members must be active members of an organization affiliated with the Office of Fraternity and Sorority Life. In times of limited student availability or when conflicts are identified, panels may proceed with
two (2) Student Conduct Board members, one of whom will serve as the Administrative Hearing Panel chair, with approval from the Student Conduct Authority (or designee) and consent of the responding student organization or student group and reporting individual(s) (if applicable). The Student Conduct Authority (or designee) will serve as an advisor to the administrative hearing panel. Panels are composed of one (1) faculty member, one (1) staff member, both designated by the Dean of Students (or designee), and two (2) Student Conduct Board members. In times of limited student availability, panels may proceed with one (1) Student Conduct Board member, with approval from the Office of Student Rights and Responsibilities and consent of the responding party and reporting party (if any). The Director of Student Rights & Responsibilities (or designee) will serve as an advisor to the administrative hearing panel.

Greek Conduct Boards may conduct formal hearings involving Student Organization Conduct Code charges against registered student organizations affiliated with one of four governing Greek councils at Florida State University. Greek Conduct Boards are composed of five (5) members selected by the Office of Student Rights & Responsibilities. In times of limited student availability or when conflicts are identified, hearings may proceed with less than five (5), but not less than three (3) Greek Conduct Board members.

4. Case Resolution Options

A responding student organization or student group may request both the hearing type and/or the hearing body to adjudicate their case subject to the restrictions stated in Section 3 above. Further restrictions to that choice include:

a. When it is determined a case requires a formal proceeding, a formal hearing may be pre-selected by the Student Conduct Authority (or designee).

b. When two (2) or more student organization or student group cases stem from the same incident, those cases should typically be heard by the same hearing body, but can be heard separately as deemed appropriate. In such cases, the Student Conduct Authority (or designee) may either pre-select the hearing type and/or hearing body and/or consult with the student organization or student group involved before making the decision.

c. When a student organization or student group has two (2) or more outstanding incidents, those incidents can be heard as a single case.

d. The Student Conduct Authority (or designee) will make the final determination of the hearing type and/or hearing body.

e. The Student Conduct Authority (or designee) may choose to select the appropriate hearing type and/or hearing body for other administrative or case-related reasons.

f. As appropriate, the Student Conduct Authority (or designee) may select an appropriate alternative resolution.

4-5. Types of Hearings
Two (2) distinct types of hearings are provided for by the Code. Informal hearings are held when cases involve few or no disputed questions of fact and possible sanctions do not include separation from the University. Formal hearings are held when cases involve disputed substantial and relevant information or serious alleged violations of the Code that could lead to an outcome for the responding student group or student organization including, but not limited to, loss of recognition or being separated from the University or questions of fact or serious alleged violations of the Code (i.e., violations that could lead to separation of the charged student from the University).

a. In addition, Formal Hearings:
   i. Require the hearing body to call appropriate witnesses or obtain witness statements, reports, or other information in support of the charges alleged violation(s).
   ii. Will be held no sooner than five (5) business days after notice is received by the responding party/student organization or student group. The student organization or student group may submit a written request to hold the hearing before the five (5) business days. The request will be considered and acted upon by the Office of Student Rights and Responsibilities approprioate Student Conduct Authority (or designee).
   iii. Will be audio recorded. This recording will serve as the official record of the proceedings. All reasonable attempts will be made to audio record the hearing. This recording will serve as the official record of the proceedings and acts as the sole recording. Any recording conducted without the express knowledge and permission of participants could possibly result in further action, including, but not limited to, student conduct action.
   iv. A formal decision letter will be sent to the student within ten (10) business days from the conclusion of the hearing. This time limit may be extended if additional consideration of evidence and deliberation is required.
   v. The following order of presentation is recommended for use in formal hearings. The hearing body may change the order if deemed appropriate.
      A. Presentation of formal charges.
      B. Opening statement by the University.
      C. Opening statement by the reporting party/individual(s), if applicable. This party may waive the right to provide an opening statement.
      D. Opening Statement by the responding party/student organization or student group. This party may waive the right to provide an opening statement.
      E. Presentation of information and witnesses by the reporting party/individual(s), if applicable. The reporting party/individual(s) may open with questions to their witnesses or any non-party witnesses, followed by the University, and then the responding party/student organization or student group submitting questions to the hearing body for the reporting individual(s). Witnesses are dismissed when all related parties (i.e., reporting party/individual(s), the University, and responding party/student organization
or student group) have exhausted all questions. The University may choose to limit repetitive or completely irrelevant questioning.

F. Presentation of information and witnesses by the University. The University will open with questions, followed by the reporting party individual(s), and then the responding party student organization or student group. Witnesses are dismissed when all related parties (i.e., University, reporting party individual(s), and responding party student organization or student group) have exhausted all questions. The University may choose to limit repetitive or completely irrelevant questioning.

G. Presentation of information and witnesses by the responding party student organization or student group, if applicable. The responding party student organization and student group may open with questions to their witnesses, followed by the University, and then the reporting party individual(s) submitting questions to the hearing body for the responding student organization or student group. Witnesses are dismissed when all related parties (i.e., responding party student organization or student group, University, and reporting party individual(s)) have exhausted all questions. The University may choose to limit repetitive or completely irrelevant questioning.

H. Questions directed to the responding party student organization or student group by the hearing body followed by the reporting party individual(s) submitting questions to the hearing body for the responding student organization or student group, if applicable. The University may choose to limit repetitive or completely irrelevant questioning.

I. Closing statement by the University, followed by the closing statement of the reporting party individual(s) and the responding party student organization or student group. Either party may waive the right to provide a closing statement.

— A formal decision letter will be sent to the student organization or student group within ten (10) business days from the conclusion of the hearing. This time limit may be extended if additional consideration of evidence and deliberation is required.

v. Informal hearings are held when cases involve little or no disputed substantial and relevant information and possible outcomes for the responding student organization or student group do not include loss of recognition or being separated from the University, involve few or no disputed questions of fact, and possible sanctions do not include separation from the University.

b. Other considerations for Informal hearings:

   1. i. The University does not automatically call witnesses to support the charges, although the hearing body may gather any additional information needed, including calling witnesses. The responding party student organization or student group will be informed of any additional
information gathered by the hearing body. The responding party—student organization or student group—may call witnesses and present evidence.

Hearings are scheduled at the convenience of both the responding party—student organization or student group—and the hearing body.

1. In cases of a first-time violation, a Student Conduct Authority (or designee) can approve for a responding party to resolve their student conduct case through an Informal Hearing Case Resolution. This option allows a responding party to accept responsibility and agree to assigned sanctions from an informal hearing officer.

   Before signing an Informal Hearing Case Resolution form, a responding party will be afforded no more than five (5) business days to consider their options.

   Option 1—Sign an Informal Hearing Case Resolution form. This action constitutes the responding party accepting responsibility for the alleged behavior and agreeing to the assigned sanctions. Signing this document will constitute final action.

   Option 2—A responding party may choose to Petition Sanctions. The responding party must write a letter to the appropriate Student Conduct Authority (e.g., Director of Student Rights & Responsibilities) to demonstrate why a change in sanctions is warranted. This option still requires the student to accept responsibility for the alleged action.

   Option 3—The responding party may choose to move forward with selection a hearing body and hearing type that is approved by the appropriate Student Conduct Authority.

   This option is not available in matters that involve a reporting party or the possibility of suspension, dismissal, or expulsion as sanctions.

Brief written decisions (including findings of fact) will serve as records of informal hearings and will be communicated within ten (10) business days of the hearing body’s final meeting with the responding student organization or student group. This time limit may be extended if additional consideration of evidence and deliberations are required.

5.6. Hearing Procedures

Hearings will follow these guidelines:

a. Hearings are scheduled at the earliest availability of the responding student organization or student group and the hearing body. Student availability is determined based on academic requirements as appropriate.

   All hearings will use a reasonable person standard when assessing whether the information presented constitutes a preponderance of the information. This means the totality of the available information substantiates it is more likely than not the alleged violation(s) occurred.

b. Unrelated—Irrelevant past behavior of the responding party—student organization or student group—will be excluded from the hearing. The hearing body or Student
Conduct Authority (or designee) will decide if such information is unrelated.

e.d. In instances of alleged sexual misconduct, past sexual history of the reporting party-individual(s) and responding party-student organization or student group is not relevant, unless deemed essential by the hearing body to protect fundamental due process.

e.e. A responding party-student organization or student group and reporting party-individual(s) will have the opportunity to present evidence on their behalf, including presenting witnesses, if available, and / or signed, written statements from witnesses, and other documentary information. Witness testimony is not required. Written witness statements are strongly discouraged but may be accepted at the discretion of the hearing body who will determine what, if any, weight should be given to the written statement. If accepted, written statements will not be used as the sole deciding factor as to whether the responding student organization or student group is responsible or not responsible for a violation of the Code. Witness testimony is not required and the inability of the responding party or reporting party to question a witness who has provided a written statement is not a violation of the due process rights of either party, as both parties have the opportunity to review and respond to the written statement and may offer evidence to rebut the witness statement and other evidence presented at the hearing. Witness statements are entitled to be given the same weight by the hearing body as live witness testimony. Witness statements need not be sworn or in affidavit form.

e.f. Prior to the start of a hearing, a responding party-student(s) or reporting party-individual(s) may submit a challenge regarding the perceived impartiality of any member of a hearing body to an appropriate Student Conduct Authority (or designee). Decisions on challenges made by that Student Conduct Authority (or designee) shall be final and not subject to appeal. All concerns of perceived impartiality will be noted in the case record to the impartiality of any member of a hearing body to the relevant Student Conduct Authority or the hearing body. Decisions on challenges shall be final and not subject to appeal.

f.g. The responding party-student organization or student group, reporting party-individual(s), and any witnesses may be accompanied during the hearing by an advisor. According to FSU Regulation FSU 2.006, the University Defender may serve as an advisor. Students are required to address the hearing body in person, on their own behalf, although they may consult with their advisor during the hearing. This consultation must take place in a manner that does not disrupt the proceedings. The advisor shall not speak on behalf of the student organization or student group unless expressly authorized to do so by the hearing body. The responding party-student organization or student group, reporting party-individual(s), and any witnesses shall provide the advisor's name in writing to the Office of Student Rights and Responsibilities or University Housing Student Conduct Authority (or designee) two (2) business days prior to the hearing. The advisor may not serve as a witness.
A student or witness may choose not to answer any and all questions posed by a hearing body. However, protection from self-incrimination does not extend to student organizations or student groups.

The burden of proof at a first level hearing always rests with the University. The standard of proof will be the preponderance of the information, meaning that the information, as a whole, shows that the information sought to be proved is more probable than not.

The formal rules of evidence do not apply to Code proceedings.

All hearings for student organizations or student groups will be public. There is no requirement to obtain a larger hearing room to accommodate members of the public who wish to attend the hearing, so long as one (1) member of the public may be present. Charges involving alleged sexual misconduct will not be heard in public without prior written consent of all involved parties (i.e., the reporting party and the responding party).

Appropriate witnesses will be called-conducted by the University to participate in all formal hearings (see below for a description of formal versus informal hearings). Those witnesses who appear may be cross-examined/questioned by all involved parties. If called witnesses do not appear, their written or taped statements may be considered by the hearing body. In some cases, student witnesses who fail to appear may be charged with a violation of the Student Conduct Code. Appropriate witnesses may also be called by the involved parties to all hearings, provided they are reasonably available and do not disrupt or delay the hearing. In the event a witness is not reasonably available or the witness’s presence may disrupt the hearing, a written statement from the witness may be substituted. Witness statements need not be sworn in affidavit form.

In certain cases, the responding party or reporting party requests to testify in a separate room will be considered. Considerations may include but is not limited to unduly compromising the responding student’s fundamental due process right to question any witness. The Student Conduct Authority (or designee) may accommodate concerns for the personal safety or well-being and/or fears of confrontation of the reporting individual(s), responding student organization or student group organization or student group representative, or witnesses during a hearing by providing separate spaces using a visual screen and/or by permitting participation via video phone, closed circuit television, video conferencing, or other means when deemed these accommodations are appropriate and do not infringe on the fair and equitable execution of the hearing process. Hearings may be held in the absence of responding student organizations or student groups, reporting individual(s), or witnesses if any party fails to appear after proper notice or fails to cooperate in the student organization conduct process.

In certain cases, a reporting individual(s) may be allowed to submit an impact statement to the appropriate Student Conduct Authority. The responding student organization or student group organization or student group may
request to view the impact statement. The request will be considered by the appropriate Student Conduct Authority (or designee) in consultation with the reporting individual(s). Impact statements may be submitted in written form.

m. Hearings may be held in the responding party’s or reporting party’s absence, if either party fails to appear after proper notice or fails to cooperate in the student conduct process.

n. In certain cases, a reporting party may be allowed to submit an impact statement to the appropriate Student Conduct Authority. The responding party may request to view the impact statement. The request will be considered by the appropriate Student Conduct Authority in consultation with the reporting party.

o. Prior records of Student Organization Conduct Code action and witness/reporting party-individual impact statements are considered by the hearing body only in the sanctioning outcomes phase of deliberations.

p. The hearing body’s determination of “responsible” or “not responsible” will be based solely on the information presented at the hearing. However, when additional information that affects this determination is gathered outside the hearing, it may be used, provided it is shared with the responding party, student organization or student group and reporting party-individual(s) and both parties have an opportunity to respond to the information. In cases involving multiple student organizations or student groups charged, information provided at one hearing may be used as evidence in the related case(s).

q. To request the cancellation of a previously scheduled hearing, involved parties must submit a written statement to the Office of Student Rights and Responsibilities/appropriate Student Conduct Authority (or designee) five (5) business days prior to the hearing date. At the discretion of the appropriate Student Conduct Authority Director of the Office of Student Rights and Responsibilities (or designee), the hearing may be rescheduled or conducted in the absence of the responding party, student organization or student group or reporting party-individual(s).

r. All first-level recommended hearing decisions will be communicated in writing to the responding party, student organization or student group and reporting party-individual(s) (if applicable) and will include the findings of fact, determination of responsibility, sanctions outcomes (if applicable), and notice of appellate rights.

s. When a criminal conviction has been entered against a member or members of a student organization or student group for all or some of the conduct alleged to also violate this Code, the conduct that is the subject of the conviction is deemed established. The hearing body may limit the issues for consideration to whether student group or organization is responsible for the conduct and, if so, appropriate sanction(s).

6.7. Hearing Decisions
Decisions of all authorized hearing bodies constitute first level student conduct action. Decisions of specific hearing bodies may require further review before constituting first level student conduct hearing action.

a. Decisions of single administrators where suspension, dismissal, or expulsion are not assigned as an outcome are communicated in writing to the reporting individual(s) and responding student organization or student group organization or student group within ten (10) business days. This time period may be extended by the appropriate Student Conduct Authority (or designee) as deemed appropriate if single administrators constitute first level student conduct action.

b. Decisions of all Student Conduct Board and Greek Conduct Board hearings are considered recommendations to the Director of Student Rights & Responsibilities or designee.

c. Decisions of all Administrative Hearing Panels are recommendations to an Associate Dean of Students or the designee of the Dean of Students (or designee).

d. All recommended student conduct decisions must be approved in writing by the Student Conduct Authority (or designee) and only then will be communicated to the student. The Student Conduct Authority (or designee) may adopt or amend the recommended decision, or order a new hearing. Recommended Student Organization Conduct Code decisions must be approved in writing by the appropriate authority or designee and only then will be communicated to the student. The appropriate authority may adopt or amend the recommended decision, or order a new hearing. Prior to amending or ordering a new hearing, the authority will confer with the appropriate hearing body.

e. All resolution of first level student organization conduct hearings where suspension, dismissal, or expulsion are assigned as an outcome is a recommendation to the Dean of Students or designee. The Dean of Students or designee may affirm or modify that recommendation prior to decision notification; a sanction will be reviewed by the Dean of Students or designee prior to decision notification.

f. Hearing decisions regarding if a first level falsification of admission or readmission information may be forwarded to the appropriate office for review of the application and appropriate action regarding application; student organization conduct action is not appealed as provided herein, that decision becomes final agency action.

Appellate officers are listed in Section 3 “Appeals.” Appellate decisions are considered recommendations to the Vice President and become final agency action upon approval by the Vice President (or designee).
2) **Sanctions Outcomes**

a) **Philosophy and Approach**
Florida State University believes sanctions facilitate learning through the student organization conduct process by providing tools and resources to recognized student organizations and student groups in an effort for student organizations and student groups to make better decisions in the future. Hearing bodies are encouraged to consider educational sanctions outcomes which encourage critical thinking as well as sanctions outcomes that consider accountability for one’s actions and the safety and security of the University community.

The hearing body in each case will consider a student organization’s or student group’s prior conduct history, along with any aggravating and mitigating factors, in the assigning of appropriate educational outcomes. In light of the facts and circumstances of each case, the following sanctions outcomes, or combination of sanctions outcomes (with or without appropriate modifications) may be imposed upon or assigned to any individual student organization or student group found to have violated the Student Organization Conduct Code. Certain sanctions outcomes may result in a financial cost to the student organization or student group. If a student organization or student group does not complete an outcome sanction by the required deadline, the Office of Student Rights and Responsibilities, working in conjunction with University offices and/or organization advisors may place restrictions on the student organization or student group. This includes but is not limited to a loss of recognition by the University until all sanctions outcomes are complete.

b) **List of Sanctions Outcomes**
The sanctions outcomes listed below are not intended to serve as an exhaustive list of all sanctions the University may be able to utilize regarding a given student organization conduct concern.

1. Reprimand (written or verbal).
2. Service Hours. Completion of tasks under the supervision of a University department or outside agency.
3. Educational Activities. Examples include, but are not limited to, attendance by members of the student organization or student group at educational programs, interviews with appropriate officials, planning and implementing programs, or other educational activities.
4. Restitution. Only in cases involving University property. Restitution must be submitted to the appropriate University department in a manner that is approved by that University department.
5. Probation and Suspension-Related Restrictions. As a condition of a sanctioned probation or suspension from the University, restrictions can be applied as well. Some of the restrictions that may be placed on the student organization or student group during the probationary period include, but are not limited to barring or limiting some or all of the student organization
or student group's activities and/or privileges (including but not limited to: social activities; intramural competition; organizational competition; Homecoming; eligibility to receive any University award or honorary recognition; privilege to occupy a position of leadership or responsibility in any University student organization governing body, publication, or activity; or ability to represent the University in an official capacity or position), entrance into University residence halls or other areas of campus, or contact with other specified person(s).

6. Conduct Probation. A period of time during which any further violations of the Student Organization Conduct Code may result in more serious sanctions outcomes being imposed. Some of the restrictions that may be placed on the student organization or student group during the probationary period include, but are not limited to: participation in student activities, representation of the University on athletic teams or in other leadership positions, entrance into the University residence halls or other areas of campus, or contact with other specified person(s).

7. Disciplinary Probation. A period of time during which any further violation of the Student Organization Conduct Code puts the student organization or student group's status with the University in jeopardy. If the student organization or student group is found "responsible" for another violation of the Code during the period of Disciplinary Probation, serious consideration will be given to assigning an outcome imposing a sanction of Suspension, Dismissal, or Expulsion from the University. Restrictions listed in Sanction #6 (listed above) can also be applied as a condition of Disciplinary Probation.

8. Suspension. Separation from the University for a specified period, not to exceed two (2) years. This may include restricted access to campus and/or other specified activities. Restrictions listed in Sanction #6 (listed above) can also be applied as a condition of Suspension. While a student organization or student group is suspended, it may not use University resources or participate as a student organization or student group in any University activities or events. Regaining recognition with related Oglesby Union offices (e.g., Student Activities Center) and/or governing Greek councils (if applicable) is possible but not guaranteed and will only be considered after the conclusion of the suspension period, based on meeting all recognition criteria as set by the aforementioned areas and obtaining clearance from the Office of Student Rights & Responsibilities or the Student Conduct Authority (or designee).

9. Dismissal. Prohibition for any University student organization or student group recognition and all University activities for at least two (2) years and up to seven (7) years. Restrictions listed in Sanction #6 (listed above) can also be applied as a condition of Dismissal. Regaining recognition with related Oglesby Union offices (e.g., Student Activities Center) and/or governing Greek councils (if applicable) is possible but not guaranteed and will only be considered after the conclusion of the dismissal period, based on meeting all
recognition criteria as set by the aforementioned areas and obtaining clearance from the Office of Student Rights & Responsibilities, Student Conduct Authority (or designee). No consideration will be given to recognizing a student organization or student group within the first two (2) years after a dismissal is imposed.

9.10. Expulsion. Separation from the University without the possibility of regaining recognition. This may include restricted access to campus and/or other specified activities.

11. Restrictions on contact with specified people.
10.12. Restrictions on access to or use of University-related property, facilities, or equipment.

Additional sanctions outcomes may be imposed that are specific to student organizations or student groups, found in Greek and other organizational constitutions, or in Oglesby Union and Student Activities Center policies.

3) Appeals

a) Function

The presumption is the investigation and hearing process were appropriately conducted. An appeal may be requested on any first-level hearing decision, provided that one or more of the reasons for appeal listed in Section 3.D “Appeal Requests” is relevant to the case. On appeal, the burden of proof rests with the student organization or student group requesting an appeal to show the appeal has merit. The appropriate Student Conduct Authority (or designee) may choose to deny an appellate request if it is determined after a full review of the request the basis for the appeal has no merit. The appellate body varies depending on the initial hearing body and is outlined below. All appellate decisions are considered recommended decisions to the Vice President (or designee) to show clearly that a fundamental due process error that would substantially impact the outcome of the hearing has occurred during the first-level hearing process. The appellate body varies depending on the initial hearing body and is outlined below.

Appeals Involving Reporting and Responding Parties

In the event an incident involves a reporting party (including but not limited cases involving allegations of sexual misconduct, endangerment, harassment, stalking and hazing), both the responding party and the reporting party have the right to appeal the first-level decision. In the event both parties submit an appeal request within the stated timeframe (see “Appeal Requests” below), one appellate officer will be assigned and one appeal hearing will be conducted (see “Appeal Officers” below). Both parties will be provided the opportunity to attend the appeal hearing and the appeal decision outcome will be communicated to both parties. If the responding party appeals, the reporting party will be notified of the appeal, will be provided the opportunity to attend
the appeal meeting, and will be notified of the appeal outcome. If the reporting party appeals, the responding party will be notified of the appeal will be provided the opportunity to attend the appeal hearing, and will be notified of the appeal outcome. If either party wishes to respond to the original appeal request, the other party will be afforded the opportunity to respond to the appeal, specifically if said individual is unavailable to attend a possible appeal meeting.

b) Appellate Officers

As noted in the section titled “Authority” of this Code, the Vice President and Dean of Students or designees have the authority to designate individuals as hearing or appellate officers, when appropriate. University Housing and International Programs are also extended the authority to identify appropriate appellate officers for the execution of student conduct concerns within their respective areas.

1. Recommended decisions of the Student Conduct Board may be appealed to the Dean of Students (or designee).
2. Recommended decisions of Administrative Hearing Panels may be appealed to the Dean of Students (or designee).
3. Recommended decision of the University Housing Conduct Board may be appealed to the Executive Director of University Housing (or designee).
4. Recommended decisions of the University Housing Conduct Board may be appealed to the Executive Director of University Housing (or designee).
5. Recommended decisions of the Director of the Office of Student Rights and Responsibilities (and designees) may be appealed to the Dean of Students (or designee).
6. Recommended decisions of other hearing officers appointed by the Dean of Students may be appealed to the Dean of Students (or designee, including a panel).
7. Recommended decisions of hearing officers appointed by the Executive Director of University Housing may be appealed to the Executive Director of University Housing (or designee).
8. Recommended decisions of the Dean of Students may be appealed to the Vice President (or designee).

C) Appeal Requests

1. A written request shall be submitted to the Office of Student Rights and Responsibilities or University Housing Student Conduct Authority (or designee) within five (5) business days after the student organization or student group is notified of the initial hearing decision.
2. The request shall state the reason(s) for appeal (see numeral 3 below), the supporting facts, and the recommended way to correct the error and supporting appellate information.
3. Appeals are not opportunities for full re-hearings of cases already decided. Appeal considerations are limited to:
   a. Due process errors involving violations of a responding party's student organization or student group's fundamental due process rights or a reporting party's individual's rights (see "Procedures") that substantially affected the outcome of the initial hearing.
   b. Demonstrated prejudice against any party by the person presiding over the hearing. Such prejudice must be evidence by a conflict of interest, bias, pressure, or influence that precluded a fair and impartial hearing.
   c. Newly discovered, relevant information that was not reasonably available at the time of the original hearing and that would have substantially affected the outcome of the original hearing.
   d. An outcome imposed is extraordinarily disproportionate for the violation(s) committed and the cumulative conduct history of the responding student/organization that is extraordinarily disproportionate to the violation committed.
   e. The preponderance of the evidence presented at the hearing does not support the finding with regard to responsibility. Appeals based on this consideration will be limited solely to a review of the record of the first-level hearing, except newly discovered evidence under sub-bullet 3(c) above may also be considered.

**d) Appellate Review**

1. Will involve an initial file review by the appellate officer. The appellate officer may make a determination based solely on this review. The outcome of the file review may become the official decision (see Section 3.F "Appeal Recommendations and Decision"). File reviews are the default appellate process.

2. If the appellate officer determines a need for additional information, that officer may request written materials and/or an appeal appellate meeting with the responding party/student organization or student group and/or reporting party(individual(s) (see numerals 3-7 below).

3. If deemed necessary, an appeal appellate meeting will be scheduled within ten (10) business days of receiving the written request for appeal.

4. If deemed necessary, an appeal appellate meeting will involve speaking with the responding student organization or student group, party and/or reporting party individual(s) and any witnesses called by either party; the appellate officer may determine whether there is a need to call any further witnesses or gather additional information.

5. An appeal meeting will be audio recorded; this recording will serve as the official record of the meeting. All reasonable attempts will be made to audio record the appeal meeting. This recording will serve as the official record of the meeting and acts as the sole recording. Any recording conducted
without the express knowledge and permission of participants could possibly
result in further action, including, but not limited to, student conduct action.

6. The responding student organization or student group party and/or reporting
party individual(s) will be afforded the opportunity to bring an advisor to the
appellate meeting.

7. All appellate meeting meetings will be fair and impartial. Prior to the start of
an appellate meeting, the responding student organization or student group
or reporting student(s) may submit a challenge regarding the perceived
impartiality of the appellate officer to an appropriate Student Conduct
Authority (or designee). Decisions on such challenges made by that Student
Conduct Authority (or designee) shall be final and not subject to appeal. All
concerns of perceived impartiality will be noted in the case record. The
responding party and/or reporting party may submit a written challenge to
the impartiality of any appellate officer to the Office of Student Rights and
Responsibilities.

8. If the responding student organization or student group party and/or
reporting party individual(s) fails to appear at the scheduled appeal meeting
after proper notice or otherwise fails to cooperate with the Student
Organization Conduct Code process, the meeting may still be held in their
absence.

9. During an appeal period, any action that would have gone into effect as a
result of a first-level hearing decision is placed on hold until the full
conclusion of the appellate process. Discretion is provided to the appropriate
Student Conduct Authority if the immediate health and safety needs of a
community may require a modification of this expectation.

e) Appeals Involving Reporting and Responding Parties
For incidents involving reporting individual(s), both the reporting individual(s) and
the responding student are afforded the opportunity to submit an appeal request of
the Student Conduct Authority’s decision within five (5) business days after the
hearing decision is sent to the reporting individual(s) and responding student.

1. Once an appeal request is received, the other party will be notified and provided
with an opportunity to review the submitted appeal request and submit a
written response or their own appeal on separate grounds within three (3)
business days, or by the original appeal submission deadline, whichever is
greater. Deadlines may be extended at the discretion of Student Conduct
Authority (or designee) under exceptional circumstances. A deadline extension
request must be submitted in writing.

2. The Student Conduct Authority (or designee) will also provide a written response
for review by the appellate officer after reviewing all submissions from the
reporting individual(s) and/or responding student. All supporting information for
the appeal request from the reporting individual(s) and/or responding student
must be submitted by the specified submission deadline in order to be considered by the appellate officer. Upon receipt of all documents and information, the appellate officer will conduct an efficient and narrow review of the file limited to the grounds identified by the initiator of the review.

3. If the appellate officer determines the appeal request sufficiently meets one or more of the appeal grounds, the appeal request will be forwarded to the Vice President for review.

4. There are no additional meetings with the reporting individual(s) and/or responding student unless there are exceptional circumstances as determined by the appellate officer, in which case the Vice President must offer both the reporting individual(s) and/or responding student the same opportunity to discuss the case.

The Vice President’s decision is considered the final University decision and will be communicated simultaneously in writing to both the reporting individual(s) and the responding student.

Appellate Recommendations and Decisions

1. The appellate officer may recommend to affirm, modify, or reverse the hearing first-level decision; or order that a new hearing be held. The appellate officer may not modify or reverse a finding of “not responsible,” but may recommend that the finding be set aside and a new hearing be held.

2. All appellate recommendations are transmitted given to the Vice President. The Vice President (or designee) has the right to affirm, modify, or reverse the recommendation, or to order a new hearing.

3. The final decision is communicated in writing within fifteen (15) business days of an appellate hearing. This time period may be extended if necessary for consideration of the record on appeal.

4. Once approved by the Vice President (or designee), appellate recommendations become final agency action. Final agency action decisions may be appealed by writ of certiorari to the Second Judicial Circuit in and for Leon County, Florida.

5. Except in the case of an interim disciplinary action pursuant to Section (5) below, the responding party’s student organization or student group’s status will remain unchanged until the appellate process is final.
4) Records
   a) Records Maintenance
      Records of all student conduct cases will be maintained in the Office of Student Rights and Responsibilities or in University Housing. Records which result in a finding of not responsible or result in suspension or a less severe sanction shall be destroyed in compliance with Florida Public Records law. Records of student organization conduct actions which result in a change in the student organization or student group's recognition status will be removed seven (7) years after the date of completion. Records of student organization conduct actions which result in a student organization or student group's permanent separation from the University or expulsion will not be removed from the official record under any circumstances. Any records kept beyond this limit is for statistical purposes will not be considered or released as official student conduct records. The University may choose to retain records outside of these timeframes as deemed appropriate.

   b) Release of Records
      The release of student conduct records will be governed by applicable federal and state laws regarding the privacy of education records. General information regarding the outcome of student conduct proceedings (without identifying information) may be released to the public.

   c) Copies of Records
      1. Recordings of hearings may be reviewed at the Office of Student Rights and Responsibilities. The Office of Student Rights and Responsibilities may require the reviewer to sign a confidentiality agreement as a condition of the review. Copies of recordings are not available unless all parties and witnesses have provided written confidentiality waivers.

      2. Transcripts of recorded hearings will not be prepared by the University. Any person desiring a transcript of a recorded hearing should contact the Office of the General Counsel, which will arrange for the preparation of the transcript by a court reporting service. The court reporting service will provide the transcript to the Office of the General Counsel, which will perform a confidentiality review of the transcript and redact any confidential or exempt information pursuant to state or federal law. The requestor shall bear the cost of the transcript preparation and confidentiality review.
5) **Interim Disciplinary Action Health and Safety Suspension**

Based upon a student organization or student group's alleged behavior, the Vice President or, the Dean of Students, or their designee(s) may impose an interim disciplinary action health and safety suspension prior to the initiation of formal charges under the Student Organization Conduct Code or to a student organization or student group's hearing on the facts of the case.

1. When the student organization or student group's actions/behaviors affect the safety, health, or general welfare of a student and/or the University community, an interim disciplinary action health and safety suspension may be issued.

1-2. The interim health and safety suspension may include notification of appropriate faculty and staff. Some of the restrictions that may be placed on the student organization or student group during the interim disciplinary period include but are not limited to barring or limiting some or all of the organization or student group's activities and/or privileges (e.g., social activities; intramural competition; organizational competition; Homecoming; eligibility to receive any University award or honorary recognition; privilege to occupy a position of leadership or responsibility in any University student organization governing body, publication, or activity; or ability to represent the University in an official capacity or position), entrance into University residence halls or other areas of campus, or contact with other specified person(s). While on interim disciplinary action health and safety suspension, the student organization or student group temporarily loses its status as a recognized student organization or student group for the duration of the interim disciplinary action health and safety suspension period. At the conclusion of the student organization conduct process, the loss of recognition either continues as a condition of sanctions outcomes or is restored as a result of a student organization conduct hearing decision. During a student organization or student group's interim disciplinary action health and safety suspension period, the student organization or student group may not use University resources or participate as an organization in any University activities or events.

2. The interim disciplinary action may include notification of appropriate faculty and staff, and restrictions including but not limited to, suspension, limited class attendance, use of University facilities, participation in student activities, representation of the University on athletic teams or in other leadership positions, entrance into University residence halls or other areas controlled, leased or used by the University, or contact with specified person(s).

3. An interim disciplinary action health and safety suspension requires that the student organization or student group be notified in writing. Various forms of correspondence (e.g., in-person delivery, certified mail, electronic) may be used to communicate the interim action health and safety suspension.

4. An interim disciplinary action health and safety suspension does not supplant the student organization conduct process, which shall proceed on normal schedule and follow established procedures noted in the Code.
5. The student organization or student group may request a challenge of the interim disciplinary action health and safety suspension to address the restrictions imposed. The student organization or student group’s challenge must be in writing to the Dean of Students. The scope of a challenge is limited to whether or not the interim health and safety suspension should continue. The burden falls on the responding student organization or student group to demonstrate why the interim health and safety suspension should not continue or be modified. The focus of a challenge of interim disciplinary action is to determine whether the immediate action is warranted to protect the safety and well-being of the University community regarding concerns of alleged student organization misconduct.

6. If a challenge is requested on the interim disciplinary action health and safety suspension, a meeting will be scheduled within three (3) business days of the receipt of a written request. The Dean of Students (or designee) will conduct the meeting.

6.7. For incidents involving alleged sexual misconduct, individual challenge meetings utilizing a similar procedure will be facilitated for responding student organizations or student groups and reporting individual(s).

7.8. At any requested challenge meeting, information will be presented in support of any challenged disciplinary action interim health and safety suspension. The responding party/student organization or student group may offer statements or other information to rebut any grounds offered in support of the interim disciplinary action interim health and safety suspension.

8.9. The responding student organizations or student groups are afforded the right to have an advisor present at this meeting. The student organization or student group is required to utilize a student organization or student group representative to address the Dean of Students (or designee) in person, on behalf of the student organization or student group, although the student organization or student group representative may consult with their advisor during the meeting. This consultation must take place in a manner that does not disrupt the proceedings. The advisor shall not speak on behalf of the student organization or student group unless expressly authorized to do so by the administrator conducting the meeting. The responding party/student organization or student group, reporting party/individual(s), and any witnesses shall provide the advisor’s name in writing to the Office of Student Rights and Responsibilities or University Housing Student Conduct Authority two-three (32) business days prior to the meeting. The advisor may not serve as a witness.

9.10. The student organization or student group may only present information relevant as to whether the interim health and safety suspension should be continued or changed during the meeting. Present any information during the challenge of the interim disciplinary action. The presentation of witnesses is at the discretion of the administrator conducting the meeting.

10.11. The student organization or student group will be notified of the outcome of the meeting in writing. The written notification of the outcome is final as to the interim disciplinary action health and safety suspension, pending the final results of the Student Organization Conduct Code student organization conduct process. In the event there is a Reporting Party/individual(s) involved, said individual(s) will be
informed of the outcome of an interim disciplinary action health and safety suspension challenge.

11. Formal student organization conduct charges may be filed at the completion of all law enforcement and relevant University investigations or as soon as practicable, even if law enforcement investigations or criminal proceedings are ongoing.

Specific Authority BOG Regulations 1.001(3) (a), (j), and (4) (a), 6.0105.

MEMORANDUM

TO: President John Thrasher
FROM: Carolyn Egan, General Counsel
DATE: May 21, 2018
SUBJECT: Request Approval of BOT Policy

Board of Trustees Meeting—Public Comment

This policy to be adopted by the BOT implements requirements and provisions of Section 286.0114, Florida Statutes, concerning public board’s regulation of public comment at meetings.

It generally provides for time limits on speakers and for public comment as a whole; the appointment of representative speakers for large groups, the taking of comment at the beginning of the meeting; for proper speaker decorum and for comment relevance to an agenda item.

I recommend your approval of this request.

Approved
I. INTRODUCTION

Section 286.0114, Florida Statutes, grant certain rights of public comment at public meetings as established in procedures approved by the particular public board. This policy sets out the public comment procedures for public meetings the Florida State University Board of Trustees.

II. POLICY (Including any Forms and Attachments)

Individuals or representatives of groups who wish to address the Board of Trustees regarding an item on the Board’s agenda may do so after submitting an appearance card to the Board Secretary or designee before the start of the Board meeting.

It is the expectation of the Board that all speakers and meeting attendees conduct themselves with appropriate decorum while the Board hears public comment. Any individual or group who disrupts the Board’s ability to receive public comment may be removed from the meeting.

A prospective speaker must indicate on the appearance card his or her name, relationship to the University, the subject matter to be addressed before the Board, and whether the speaker is speaking in favor of an item, in opposition to an item, or is appearing to provide information to the Board. This disclosure will assist the Board Chair in determining in what order to call proposed speakers to provide for a variety of representative viewpoints. Members of groups are encouraged to appoint one or several of their members to present the position of the group.

Each speaker may address the Board for a maximum of three minutes per speaker unless granted permission by a vote of the Board to extend the speaker’s time beyond this limit. The Board may also vote to shorten the allotted time per speaker. Absent a vote of the Board to extend the public comment section of the meeting, no more than 30 total minutes of each meeting will be devoted to public comment.

Public comment will generally be taken at the start of the agenda.

The Board may decline to hear comment on issues not scheduled at that meeting’s agenda.
III. LEGAL SUPPORT, JUSTIFICATION, AND REVIEW OF THIS POLICY

Article IX, Section 7, Florida Constitution, BOG Regulation 1.001(3), implements s.286.0114, F.S.

/s/ Name of Approving Official

[Proof of approval retained in file]
Kevin L. Adams is a Managing Director and Financial Advisor with Bernstein Private Wealth Management in the firm's New York office. He provides comprehensive investment planning services to high net worth individuals, business owners, family offices and nonprofit organizations. Kevin is also a leader in Bernstein's Athlete and Entertainer Practice, working to develop and maintain investment strategies suited to clients' long-term spending needs, risk tolerance and legacy goals. Formerly, Kevin was a Managing Director in Equity Trading at Bernstein, leading the Energy and Industrials sector. Prior to his joining Bernstein, he was a Managing Director at Goldman Sachs, where he was Co-Head of Relative Value Trading focused primarily on merger arbitrage and various event-driven strategies. Kevin also served as Head of Technology, Media, and Telecom Trading, as well as the Head of the Consumer/Healthcare sector. Kevin has a BS in Finance from Florida State University, where he was also a scholarship football player. He also earned an MBA in Finance from the University of North Carolina at Chapel Hill. Kevin is an Advisory Board Member of the Lee Thompson Young Foundation; a member of the Association for Corporate Growth; the Institutional Partnership Committee Chair for the New York Chapter of the National Association of Black Accountants Inc.; a member of the Virginia Club of New York; and a member of Florida State University's Varsity Club.

- Former Varsity Football Player

**EDUCATION & UNIVERSITY RELATIONSHIPS**

<table>
<thead>
<tr>
<th>School Name</th>
<th>School Type</th>
<th>Degree</th>
<th>Class Of</th>
<th>Major</th>
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<tbody>
<tr>
<td>Florida State University</td>
<td>Business</td>
<td>Bachelors of Science</td>
<td>1994</td>
<td>Finance</td>
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**FSU RELATIONSHIP**

- Alumni Association Life Member
- Established a $25,000 scholarship in his children’s name – Kevin Jr and Sarai – to support minority students in the College of Business.

**COMMUNITY INVOLVEMENT**

- Big Brother and Sister Organization
- Elites Optimization Services (transitioning professional athletes to post career lives)
- Lee Thompson Young Foundation
- The NY Chapter of the National Association of Black Accountants
- I Am Acceptance
FSU Alumni Association Board of Directors
Nominee Profile
CONFIDENTIAL

Robert L. Akers
Tallahassee, FL

PROFESSIONAL BACKGROUND

Les Akers entered the car business right out of college starting as an Assistant Office Manager at Wayne Akers Ford dealership. He worked his way up the company until he was a co-owner. Currently he is the Principal owner of Wayne Akers Ford in Lake Worth, FL, and President and Principal Dealer of Legacy Toyota in Tallahassee.

AWARDS & ACHIEVEMENTS

- Circle of Gold Member
- Phi Kappa Tau Fraternity

EDUCATION & UNIVERSITY RELATIONSHIPS

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<tr>
<td>Florida State University</td>
<td>Business</td>
<td>Bachelors of Science</td>
<td>1973</td>
<td>Risk Management and Insurance</td>
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FSU RELATIONSHIP

- Alumni Association Life Member
- Seminole Booster Board of Directors
- School of Business President’s Club
- University National Campaign Committee Member

COMMUNITY INVOLVEMENT

- Former Director of Tallahassee Memorial Hospital Foundation Board.
- Member of Rotary
- Kiwanis International
Melinda “Lindy” Benton is CEO and President of Vyne, a provider of secure healthcare communications and health information exchange solutions. Lindy has a 30-year career in Health Information Technology includes leadership roles at Vyne Corporation, The Sage Group, Inter Corporation, and Digital Equipment Corporation. Other accomplishments include being a Fellow in the Health Information and Management System Society, recognized by Florida State University as Distinguished Alumna, and chosen by Health Data Management Magazine as one of the “Most Powerful Woman in Healthcare IT” for two consecutive years. She is recognized as a distinguished speaker on behalf of Women in IT, and has written several articles on mentoring women in the workplace. Lindy currently resides in Montana, with business locations in Atlanta and Knoxville, allowing her to interact frequently with FSU alumni. She recently started a recruiting campaign to organize FSU grads that live in west to create community of both FSU families and corporate leaders to continue mission to accelerate careers of FSU woman.

AWARDS & ACHIEVEMENTS
- Florida State University College of Education Distinguished Alumni in Business and Government

EDUCATION & UNIVERSITY RELATIONSHIPS

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<tr>
<td>Florida State University</td>
<td>Education</td>
<td>Bachelors of Science/ Masters of Science</td>
<td>1977/1978</td>
<td>Visual Disabilities</td>
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FSU RELATIONSHIP
- Alumni Association Member
- Chi Omega Sorority

COMMUNITY INVOLVEMENT
- Member of the Florida Children’s Hospital Foundation Board for 12 years.
- Prior chapter president and fellow with Health Information and Management Systems Society
- Assist with multiple Healthcare Institution in hiring FSU Grads.
Mr. Boyd served as the Chief Executive Officer of Boyd Insurance & Investments Services, Inc., located in Bradenton, FL. Established in 1974 by Rep. Boyd's uncle, Wilbur H. Boyd, Boyd Insurance & Investment Services has provided investment services, disability insurance, life, health, retirement, personal lines, business insurance and much more to the area for more than 40 years. Representative Boyd was elected to the Florida House of Representatives in 2010 and was reelected subsequently. Boyd is married to Sandy and they have two children, Ansley and Austin.

EDUCATION & UNIVERSITY RELATIONSHIPS

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<tr>
<td>Florida State University</td>
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<td>Bachelor of Science</td>
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<td>Psychology</td>
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<tr>
<td>Manatee Community College</td>
<td>Associates Degree</td>
<td></td>
<td>1976</td>
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FSU RELATIONSHIP

- Long time Seminole Booster annual fund donor and major gift contributor
- Current member of the Alumni Association

COMMUNITY INVOLVEMENT

- Palmetto City Council, Councilman, Vice-Mayor, and Mayor, 1989-1993
- First America Bank, Board of Directors, Executive Committee, Chair
- Florida Association of Insurance Agents, board member, 1994-1997, current member
- Manatee County Independent Insurance Agents Association
- Manatee Memorial Hospital Board of Governors
Mr. Colbert serves as Senior Vice President, Wealth Management at UBS Financial Services, Inc. located in New York, NY. UBS Financial Services has its major presence in the United States. Its American headquarters for investment banking are located in New York City, for private wealth management in Weehawken, New Jersey, and its sales and trading headquarters can be found in Stamford, Connecticut. The company’s global business groups are wealth management, investment banking, and asset management. Additionally, UBS is the leading provider of retail banking and commercial banking services in Switzerland, as established already in 2009.

Formerly: Vice President Investments, Kidder Peabody & Co.
Stock Broker, Paine Webber Inc.

AWARDS & ACHIEVEMENTS

Mr. Colbert is married to Marie Johnson-Colbert (68). Together they have at least two grown children, Warren, Jr. and Erin Colbert-Catto. Mrs. Colbert has her own consulting business where she mentor students on growth opportunities. Over the past 28 years she has served as a Part-Time Faculty member of Parsons School for Design, located in New York City.

EDUCATION & UNIVERSITY RELATIONSHIPS

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<tr>
<td>University of Maryland</td>
<td>College Park</td>
<td>Doctoral Candidate</td>
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<td>Physics</td>
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<td>Wharton School U of PA</td>
<td>Executive Education</td>
<td>Certified Investment Mgmt. Analyst</td>
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<td>Physics/Mathematics</td>
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<tr>
<td>Lincoln University PA</td>
<td></td>
<td>BA</td>
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COMMUNITY INVOLVEMENT

Chair of Trustees Lincoln University PA (Third term Chair, Executive and Investment Committees)
Dr. Cox specializes in cardiovascular disease and clinical cardiac electrophysiology. Her certifications include the National Board of Medical Examiners, the American Board of Internal Medicine in Internal Medicine and Cardiovascular Disease with added qualifications in Clinical Cardiac Electrophysiology. She has performed funded research as well as presentations at both national and international meetings. She currently practices at Southern Medical Group, P.A., and holds privileges at Tallahassee Memorial HealthCare.

**AWARDS & ACHIEVEMENTS**

- CMS Stage 1 EHR - 2012
- CMS Stage 1 EHR - 2013
- ACC Fellow

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<tr>
<td>University of Miami</td>
<td>School of Medicine</td>
<td>Doctorate of Medicine</td>
<td>1984</td>
<td>Medicine</td>
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<td>Jackson Memorial Hospital</td>
<td>Internship, Residency,</td>
<td>Internship, Residency, and Fellowship in Electrophysiology and Cardiology</td>
<td>1985, 1987, 1990</td>
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**FSU RELATIONSHIP**

- Long time Seminole Booster annual fund member, skybox seat holder, and basketball seat holder.

**COMMUNITY INVOLVEMENT**
FSU Alumni Association Board of Directors Nominee Profile
CONFIDENTIAL

Staci Cross
Fort Lauderdale, FL

PROFESSIONAL BACKGROUND
Staci Cross is the Vice President of Activation for Children’s Miracle Network Hospitals. In her current post, she is responsible for leading a team of individuals who launch all new corporate partnerships, programs and concepts with the goal of helping the organization raise more than $1 billion annually. Staci created several fundraising events, including Dance Dash, Miracle Jeans Day, and most recently Miracle Challenge, which raised more than $2M in within its pilot phase. In her ten years at Children’s Miracle Network Hospitals, Staci has served in a variety of capacities, including managing relationships with corporate partners such as Publix, Ace Hardware, McLane Company and Kroger, to serving as Regional Director for 30+ east coast hospitals.

AWARDS & ACHIEVEMENTS
- George H.W. Bush Presidential Leadership Award: Texas A&M University
- Junior League of Fort Lauderdale President’s Award
- CMN Hospitals Servant Leadership Award
- Omicron Delta Kappa
- Mortar Board
- Psi Chi
- Order of Omega
- Alpha Delta Pi

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<tr>
<td>Florida State University</td>
<td>Arts and Science</td>
<td>Bachelor of Science</td>
<td>2004</td>
<td>Biological Science/Psychology</td>
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<td>Texas A&amp;M University</td>
<td>Public Service Admin.</td>
<td>Masters Degree</td>
<td>2006</td>
<td>Public Service Administration</td>
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<tr>
<td>Boston University</td>
<td>Certificate</td>
<td>Certificate</td>
<td>2008</td>
<td>Professional Fundraising</td>
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FSU RELATIONSHIP
- Alumni Association Annual Member
- FSU Boosters Annual Member

COMMUNITY INVOLVEMENT
- Children’s Miracle Network Hospitals, Vice President, Business Development
- Former Committee Chair of the Junior League of Fort Lauderdale: Riverwalk Run
- Steering Committee Member for the Fort Lauderdale Turkey Trot
- Ghostlight Society Member – Broward Center, Fort Lauderdale
Jeanne Curtin
Tallahassee, FL

PROFESSIONAL BACKGROUND

As Deputy General Counsel, Jeanne is responsible for providing legal services to the Department of Elder Affairs including, but not limited to: representing the Department in litigation and other legal matters; drafting and promulgating the Department’s administrative rules; legal advice and review of contracts, grants, interagency, and other Department agreements, policies, and procurement documents; drafting specific Departmental policies; fulfilling public records requests; and assisting in the review of legal aspects of proposed legislation.

AWARDS & ACHIEVEMENTS

- Greek Life Board/Council
- Board of Visitors at FSU Law School

EDUCATION & UNIVERSITY RELATIONSHIPS

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<tr>
<td>Florida State University</td>
<td>Social Science</td>
<td>Bachelor of Science</td>
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<td>Political Science</td>
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<td>Florida State University</td>
<td>Business</td>
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<td>Florida State University</td>
<td>Law School</td>
<td>Juris Doctorate</td>
<td>2001</td>
<td>Law</td>
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FSU RELATIONSHIP

- Alumni Association Life Member
- Former professor of legal research & writing and law practice management for College of Law
- Former Development office for College of Law
- Women for FSU Committee Chairperson
- Former volunteer coach for College of Law Moot Court team

COMMUNITY INVOLVEMENT

- Former Chairperson, Secretary, and Board Member of the Capital Area Chapter of the American Red Cross
- Former President Tallahassee Film Festival
- The Women for FSU Former Strategic Planning Committee Chairperson and Member of the Executive Committee
- Leadership Tallahassee, Class XXII
- United Way Campaign
- Community Human Service Partnership
- Meals on Wheels
- Women’s Leadership Network for Children
Craig Dewhurst

St. Augustine, FL

PROFESSIONAL BACKGROUND

Craig began his career with State Farm Insurance in 1991 and soon became a manager. He founded the Craig Dewhurst Agency, Inc. (a State Farm Insurance Company affiliation) in 2000 and has been associated with the company ever since. Craig is married to wife Michelle and they have three young children together.

AWARDS & ACHIEVEMENTS

- Greek Life Board/Council
- Delta Tau Delta Fraternity

EDUCATION & UNIVERSITY RELATIONSHIPS

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<td>Social Sciences</td>
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<td>1991</td>
<td>Political Science</td>
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</table>

FSU RELATIONSHIP

- Former member of the Seminole Boosters, Inc. Board of Directors – 2010-2016
- Member of the Seminole Boosters Inc. Executive Committee from 2013-2015
- Seminole Booster annual fund member, scholarship contributor, and Dunlap Champions Club seat holder
- Current member of the Alumni Association
- Actively involved with the Jacksonville Seminole Club

COMMUNITY INVOLVEMENT

- Serves as a Trustee for the Donna Foundation
- Is a member of the National Association of Insurance and Financial Advisors
Charles F. Dudley is the managing partner of Floridian Partners LLC, a corporate and public affairs consulting firm with offices in Tallahassee, Miami, and Fort Lauderdale. Charlie and the firm represent a variety of clients before the Florida Legislature, Cabinet and other governmental bodies, including matters related to business and professional regulation, education, gaming, taxation, health care, financial services, employment, environment, elections, communications and utilities, and information technology. Charlie is also an attorney specializing in all aspects of communications and administrative law in Tallahassee, Florida. Charlie serves as the general counsel and chief lobbyist to the Florida Cable Telecommunications Association (FCTA) and as such, he is in regular contact with Florida-based and corporate representatives of the country’s largest communications and information providers regarding legislative, regulatory, tax and other aspects of law. In 1996, Charlie was appointed by Governor Lawton Chiles to the Florida Telecommunications Tax Task Force, where he successfully advocated for the development of a unified or flat taxing scheme for communications services in the state of Florida, which was adopted by the Florida Legislature resulting in the Communications Services Tax Simplification Act. In addition to the FCTA, Charlie’s clients include, among others, the St. Joe Company, Publix, Florida Hospital Association, Florida Insurance Council, Alico, Florida Family Insurance Company, FCCI Insurance Group, Florida Gulf Coast University and the Seminole Tribe of Florida. Charlie and his wife Alison are lifelong Floridians and have two children, Charles William and Emily Alexandra.

**AWARDS & ACHIEVEMENTS**

- FSU Honors – Garnet & Gold Key (Spirogyra/Esterecn)
- Student Activity – Debate/Forensics Team (Communications)

**EDUCATION & UNIVERSITY RELATIONSHIPS**

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<th>School Name</th>
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<td>Law School</td>
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**FSU RELATIONSHIP**

- Former Member of the Debate 50th Anniversary Committee
- Long time Seminole Booster annual fund donor, Dunlap Champions Club seat holder, basketball tip-off club member
- Alumni Association member

**COMMUNITY INVOLVEMENT**

- Charlie is the co-author of The Law of Florida’s Homeowners Associations
- Was featured in the December 1993 edition of Florida Trend magazine as one of Florida’s “Next Wave” of leaders
The John and Mable Ringling Museum of Art Foundation, Inc. Board of Trustees Nominee Profile
CONFIDENTIAL

Margaret Dunwoody “Meg” Hausberg
Chicago, IL, and Longboat Key, FL

Mrs. Hausberg lives in Longboat Key, FL, with her husband, Mark Hausberg. Mark is the retired Senior Vice President of Finance and Treasurer of Fortune Brands, Inc. Mrs. Hausberg is known for her detailed catalogue of works of Theodore Roussel, which she published in 1951. Theodore Roussel (1847-1926) is a French-born English painter and graphic artist, best known for his landscapes and genre scenes. In 2015, the couple gifted 240 works by Theodore Roussel, to The Art Institute of Chicago.

AWARDS & ACHIEVEMENTS

Author, Whistler Etchings Project, University of Glasgow, Scotland, along with authoring other publications. Lecturer NYU School of Continuing Education. Director, London Original Print Fair, London, England.

EDUCATION & UNIVERSITY RELATIONSHIPS

Mrs. Hausberg graduated from Wellesley College (1973) with a BA and honors in Art History and has a master’s degree from Courtauld Institute of Art, the University of London (1977).

FSU RELATIONSHIP

Member of the Ringling Museum of Art and arranged gift of materials remaining in James Dunwoody circus collection after acquisitions by Howard Tibbals.

COMMUNITY INVOLVEMENT

Trustee Member, Print Council of America
Sustaining Fellow, The Art Institute of Chicago
President’s Fellow, Newberry Library
Sponsor Member, Wellesley College Friends of Art
Member, Royal Oaks Foundation
Member of the Advisory Committee on prints and drawings for the Art Institute of Chicago
Seminole Boosters, Inc. Board of Directors Nominee Profile
CONFIDENTIAL

JOHN HOLCOMB
Tampa, FL

PROFESSIONAL BACKGROUND
Mr. Holcomb is a Lawyer and Shareholder of Hill, Ward, Henderson, Professional Association. Since its inception in 1986, Hill Ward Henderson, has based its foundation on a client-focused philosophy. He is an active trial lawyer who has tried more than 100 jury trials in both state and federal court throughout Florida. His cases have included personal injury, products liability, medical malpractice, premises liability, long-term healthcare, and pharmaceutical litigation. In addition, he has served as counsel for pharmaceutical corporations in cases throughout our state. During his career he has represented long-term healthcare providers, hospitals and physicians. For the first several years of John’s career, he represented individuals and corporations as counsel selected by some of the largest insurance carriers in America. He has tried numerous cases involving automobile litigation, products liability, medical malpractice, premises liability and construction litigation.

AWARDS & ACHIEVEMENTS
- Varsity Football – 1973-1975
- Recognized in VAM in the Garnet Society

EDUCATION & UNIVERSITY RELATIONSHIPS

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FSU RELATIONSHIP
- Former Seminole Boosters, Inc. Board Member – 1990-1995
- Lifetime member of the Alumni Association
- Heavily involved with Seminole Boosters – has made multiple major gifts and is long time annual fund donor
- Also actively involved with the FSU Foundation

COMMUNITY INVOLVEMENT
- Serves on the Board of Directors for the Kaul Foundation in Tampa
- Member, International Association of Defense Counsel (IADC)
- Member, J. Clifford Cheatwood Inn of Court Fellow of the Litigation Counsel of America
- Fellow, American Bar Association
- Past national president, American Board of Trial Advocates (ABOTA)
- Faculty member, ABOTA Trial College, Princeton University
- Faculty member, ABOTA Trial College, Harvard University
FLORIDA STATE UNIVERSITY

The John and Mable Ringling Museum of Art Foundation, Inc. Board of Trustees Nominee Profile
CONFIDENTIAL

Michael A. Kalman, M.D.
New York City, NY and Sarasota, FL

Michael has keen and wide-ranging interests in art in many forms. He collects paintings, sculpture and other media, and donates to art foundations and museums. Locally, he was the lead donor for the Walker Guest House replica, is a major donor to The Hermitage and a board member of the Sarasota Architectural Foundation, and last year funded the Ringling’s purchase of a video work for the Kottler-Coville Glass Pavilion.

On a national level, he is connected by family with the Glenstone Museum in Potomac, MD, which houses a leading collection of post-1945 artworks and has provided substantial loans (including monumental sculpture) to the National Museum of Art’s East Wing.

Michael, a retired dermatologist, practiced in New York City for 51 years. After completing medical school at the University of Pittsburgh School of Medicine and residencies, he was not only a self-employed physician but also taught at the medical school level during his career in New York, visiting his mother in Sarasota regularly before purchasing a second home here.

AWARDS & ACHIEVEMENTS

EDUCATION & UNIVERSITY RELATIONSHIPS
University of Pittsburgh School of Medicine

FSU RELATIONSHIP

COMMUNITY INVOLVEMENT
Board of Directors, Sarasota Architectural Foundation
Russell Thomas Kohl  
Atlanta, Ga.

BACKGROUND

Russell Kohl serves as president and CEO of Freud America, Inc., located in Atlanta with headquarters in High Point, N.C., and manufacturing facilities in Italy and Switzerland. Founded in 1960, Freud America manufactures and markets a full line of carbide cutting tools that includes saw blades, router bits, abrasives, reciprocating blades and shaper cutters.

Mr. Kohl joined Freud in 2000. During his tenure, the company has had unprecedented growth. Under Kohl’s leadership, Freud launched its premium line of construction cutting tools and its most successful brand, Diablo. Mr. Kohl also is involved in the overall global strategy and manufacturing direction of the company.

In recognition of his charitable support, the Russell Kohl Marketing Department Suit in the College of Business’ Legacy Hall will be named in his honor.

AWARDS & ACHIEVEMENTS

- Habitat for Humanity, North Atlanta Chapter, “Rusty Nail” award
- Sphere 1, 2014 Accessory Supplier of the Year for Freud America’s "Diablo" saw

EDUCATION & UNIVERSITY RELATIONSHIPS

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<td>The John Hopkins University</td>
<td>Master of Science</td>
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FSU RELATIONSHIP

- College of Business, Board of Governors, member, 2014-2017
- Presidents Club, Doak Campbell Society
- Seminole Boosters, Tomahawk
COMMUNITY INVOLVEMENT

- Young Presidents’ Organization of America, member
- Mount Vernon Institute for Innovation, member, 2013-2014
- Peachtree Park Civic Association, member
- Habitat for Humanity, volunteer
Mr. Law is an Attorney and Senior Principal of Law & Moran Attorneys at Law. The firm is a six-lawyer trial firm dedicated to the representation of individuals who have suffered injuries and death due to the negligence of others. Mr. Law has been recognized by various independent surveys as one of Georgia's top trial lawyers and is annually selected as one of Georgia's Top 100 Lawyers. His main areas of practice include automobile accidents, trucking accidents, premises liability, negligent security, and virtually all types of cases involving injury or business torts. Mr. Law has been counsel for the plaintiff in approximately 100 recoveries each exceeding one million dollars, including dozens of multi-million-dollar jury verdicts, as well as more than 200 recoveries exceeding $100,000. In addition to trying cases, he regularly speaks at Continuing Legal Education (CLE) seminars required of all Georgia attorneys. Pete and wife, Agnes, have five children together.

- Was recognized in 2011 as Georgia's Top Trial Lawyer by Best Lawyers

**EDUCATION & UNIVERSITY RELATIONSHIPS**

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<td>Emory University</td>
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<td>Juris Doctor</td>
<td>1993</td>
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**FSU RELATIONSHIP**

- Is an active supporter of Seminole Boosters
- Former Alumni Association member
- Former contributor to the College of Business General Fund

**COMMUNITY INVOLVEMENT**
FLORIDA STATE UNIVERSITY

Seminole Boosters, Inc. Board of Directors Nominee Profile
CONFIDENTIAL

BRETT LINDQUIST
Longwood, FL

PROFESSIONAL BACKGROUND

Brett was a loan officer at various national mortgage lenders from 1983-1995. Mr. Lindquist currently serves as CEO at The Mortgage Firm Inc. located in Orlando, FL. Founded in 1995, The Mortgage Firm, Inc. is a retail mortgage lending operation based in Central Florida. It provides mortgage lending to consumers throughout the States of Alabama, Florida, Georgia and Tennessee. They offer all types of residential financing. His wife Cynthia is also a graduate of the FSU Business School, graduating with a BS in Marketing in 1985. Brett and Cindy have two children, Kendall Lindquist and Cole Lindquist (recently graduated from FSU and participated on FSU’s Lacrosse team).

AWARDS & ACHIEVEMENTS

• Varsity Letterman – Men’s Swimming – 1978-1982

EDUCATION & UNIVERSITY RELATIONSHIPS

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<td>1983</td>
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FSU RELATIONSHIP

• Currently serves on the College of Business Board of Governors Executive Committee
• Former Booster Board member from 2009-2015
• Longtime Seminole Booster Annual Fund
• Longtime supporter of College of Business
• Lifetime member of the FSU Alumni Association

COMMUNITY INVOLVEMENT

• Received the Five Star Mortgage Professional Aware in 2010
Jerry spent some time as a CPA with Price Waterhouse until 1973 when he left and joined a small executive search fund specializing in accounting and financial placement. In 1988 he bought out his partner and founded Career Associates, Inc. which was a staffing company that focused on placing CPA’s to various companies all across the state of Florida. In 1995, Jerry expanded into the temporary field and sold the company to NYSE listed Interim Services, Inc. Jerry also owned and sold several Sonny’s BBQ restaurants in the South Florida region with his sons. Married to wife Pat.

AWARDS & ACHIEVEMENTS
- Beta Alpha Psi Honors Society

EDUCATION & UNIVERSITY RELATIONSHIPS

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<td>Business</td>
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<td>1965</td>
<td>Accounting</td>
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FSU RELATIONSHIP
- Former member of the Seminole Boosters, Inc. Board of Directors – 2001-2003
- Long time Seminole Booster annual fund donor and MICCO

COMMUNITY INVOLVEMENT
Lake Lytal, Jr. has had a highly successful career as a civil trial attorney. He started practicing law in 1967 in West Palm Beach, Fl. Lake carries on the Lytal family tradition of highly visible service to the community. His father, Lake Lytal, Sr. came to Palm Beach County in and served as a Palm Beach County Commissioner for 32 years, beginning in 1941. His mother, Ruth, was a school teacher for many years. He started the Law Offices of Lytal, Reiter, Smith, Ivey, & Fronrath in 1968 with Joe Reiter. Reportedly, My. Lytal, Jr. has retired, but he still maintains a presence on the company website, stating that he specializes in medical malpractice. Lake is past President of the Florida Justice Association and has received the organization's highest honors for his outstanding contributions to the cause of civil justice. Mr. Lytal, Jr. is married to Susan Elizabeth Lytal. Together, they have two sons. Lake "Trey" Lytal III, 43, is married to Jennifer Lytal. Christopher Lytal, 41, is married to Nicole Paulino-Lytal.

**Awards & Achievements**

- Sigma Phi Epsilon Fraternity
- Received the Perry Nichols Award in 2000
- Received Lifetime Achievement Award in 2003

**Education & University Relationships**

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<td>Juris Doctor</td>
<td>1965</td>
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**FSU Relationship**

- Former member of the FSU Alumni Association Board of Directors – 1999
- Heavily involved with the Boosters and is a MICCO

**Community Involvement**

- Mr. Lytal serves as a Director of Florida Lawyers Mutual Insurance Company. He is Vice Chair of the Claims Committee and a member of the Investment Committee and the Nominating Committee. Lake is a member of American Association for Justice, Florida Justice Association, Palm Beach County Bar Association, and the Florida Bar.
- Former President, Florida Justice Association
- Lake served as first lay member by Gubernatorial Appointment of the Florida Board of Chiropractic.
- Lake is a former president of the Florida Justice Association; a former co-chair of the Medical Malpractice Task Force at the Florida Justice Association
- Former president of the Palm Beach Community College Alumni Association
- Former chairman of The Florida Bar, 15th Judicial Circuit, Grievance Committee
- Former member of The Florida Bar, Trial Certification Examination Committee.
Jeanne Miller is President and CEO of the Jacksonville Civic Council, Inc. The Jacksonville Civic Council is a business public policy advocacy organization comprised of 77 CEOs of the largest companies in Northeast Florida. Using the collective voice of the CEOs, the Civic Council works with leaders of northeast Florida's largest companies to identify and promote solutions to the region's most complex business and public policy challenges. Prior to joining the Jacksonville Civic Council Ms. Miller was General Counsel and Vice President of Strategic Initiatives at Florida State College at Jacksonville.

AWARDS & ACHIEVEMENTS

- AV-Preeminent-rated attorney by Martindale Hubbell
- 2018 EVE Award Finalist
- 2014 Women of Influence, Jacksonville Business Journal
- 2013 "Legal Elite", Florida Trend Magazine
- 2012 "Top Lawyer", 904 Magazine

EDUCATION & UNIVERSITY RELATIONSHIPS

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FSU RELATIONSHIP

- Alumni Association Annual Member

COMMUNITY INVOLVEMENT

- A graduate of Leadership Jacksonville and Leadership Florida.
- Jacksonville Charter Revision Commission
- JAX Chamber Board of Governors and Board of Directors
- Jacksonville Transportation Authority Board Member
- Chair-Elect of Goodwill Industries of North Florida and Gate Governors River Club
Steven James “Steve” Mudder  
Tallahassee, Fla.

BACKGROUND

Steve Mudder currently serves as the general counsel and a member of the board of directors for PT Menara Nusantara Tbk (SMN), the publicly listed holding company for PT Professional Telekomunikasi Indonesia (Protelindo). Both companies are located in Jakarta, Indonesia, and own and operate wireless telecommunications infrastructure (towers) throughout Indonesia.

Since his group acquired Protelindo in 2007, Mudder has directed all legal, contractual, litigation and regulatory matters, playing a key role in business development initiatives, debt and equity financings and tower acquisitions.

Mudder manages a legal and compliance department comprised of 30 lawyers and support staff. In 2010 his responsibilities expanded to include capital markets compliance when Protelindo went public through the listing of SMN’s shares on the Indonesia Stock Exchange.

Before his group acquired Protelindo, Mudder served as vice president, International - Legal for American Tower Corporation, the world’s largest independent tower company, and was responsible for overseeing American Tower’s legal affairs in Mexico, Brazil and India, and its global expansion efforts in South America, India and Asia.

Mudder also serves as a founding shareholder and general counsel of Pan Asia Towers in Yangon, Myanmar. Pan Asia Towers was formed in 2013, owning and operating wireless infrastructure throughout Myanmar.

Before joining American Tower, Steve was a partner in the Atlanta-based law firm Cohen, Cooper, Estep & Mudder from 2002 to 2006, where he specialized in corporate, sports and entertainment law, with a focus on representing small-and medium-sized businesses, entertainers, musicians and professional athletes. Mudder continues to represent professional football players as a Certified Contract Advisor.

Mudder is a substantial supporter of the College of Business’ Legacy Hall.
FLORIDA STATE UNIVERSITY

AWARDS & ACHIEVEMENTS

- Georgia Super Lawyer, Rising Star, 2005

EDUCATION & UNIVERSITY RELATIONSHIPS

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FSU RELATIONSHIP

- FSU College of Business Board of Governors, member
- FSU Alumni Association, lifetime member
- Presidents Club, Doak Campbell Society

COMMUNITY INVOLVEMENT

- NFL Players Association, member
- Georgia State Bar Association, member
- California State Bar Association, member
Sean Pittman is an attorney and lobbyist in Tallahassee. He founded the Pittman Law Group in 2001. The firm specializes in administrative and corporate law, with a focus on public and private partnerships between Fortune 500 companies and local and state governments. This firm advocates on behalf of such clients as AT&T, Broward County, Miami-Dade County, and the City of Tallahassee.

Pittman has served on numerous FSU alumni boards. He is a donor to both FSU’s College of Law and Student Affairs. He has been instrumental in securing support for the new Black Student Union. Pittman served as the student body president, 1989-90.

Pittman was recently elected to serve as second vice chair and president-elect of the Orange Bowl Committee in Miami Lakes, Fla. The Orange Bowl is a 360-member, primarily volunteer, non-profit sports organization that promotes and serves the South Florida community. The Orange Bowl features a year-round schedule of events culminating with the College Football Playoff Semifinal at the Capital One Orange Bowl.

Pittman serves as a co-host for “The Usual Suspects,” a televised political talk show that holds interviews with some of the most influential people in politics and business today. “The Usual Suspects” airs on the CBS Network and is broadcasted in 38 counties across North Florida and South Georgia.

Pittman is the CEO of ESPMedia Production Company. Founded in 2007, ESPMedia is a marketing and media production company. In addition to mainstream marketing, the firm focuses on marketing to target audiences, especially as it relates to African-Americans, Latinos, young professionals, women, and those in urban communities.

Pittman is also a director at Capital City Ventures, Inc., and CEO of Pittman Investments, LLC.
**AWARDS & ACHIEVEMENTS**

- Tallahassee Barristers, Legal Hall of Fame, 2017
- National Bar Association, Heman Sweat Award, 2016
- Greater Tallahassee Chamber of Commerce, Servant Leadership Award, 2015
- Leadership Florida, Distinguished Member Award, 2015
- Big Bend Minority Chamber of Commerce, Founders Award, 2014
- Black Educators Caucus, Community Service Award, 2011
- FAMU Small Business Development Council, Small Business Award, 2009
- Tallahassee Chamber of Commerce, Small Business of the Year Award, 2008
- *Tallahassee Democrat*, Top 25 Most Influential People in Tallahassee

**EDUCATION & UNIVERSITY RELATIONSHIPS**

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**FSU RELATIONSHIP**

- FSU Foundation Board of Trustees, member, 1990
- College of Law Board of Visitors, member
- FSU Alumni Association, lifetime member
- Presidents Club, Doak Campbell Society
- Seminole Boosters Golden Chief
- Seminole Boosters Board of Directors, at-large member, 2008-2014
- Seminole Boosters Inner Council, member, 2005-2008
- African-American Alumni Association, member
- Established the Sean Pittman Leadership Award and Scholarship at FSU
- Torchbearer, board member, 2004-present

**COMMUNITY INVOLVEMENT**

- Orange Bowl Committee, second vice chairperson, 2015-present
- Orange Bowl Committee, president elect
- Big Bend Minority Chamber of Commerce, founder and chairman
- Tallahassee Chamber of Commerce, member
- Capital City Chamber of Commerce, member
- Children's Home Society, director
- Hancock Whitney Bank, director
- United Way of the Big Bend, member
- Children's Campaign, member
- Leadership Florida, member
- Leon County Civic Center Authority Board, member
- Mary Brogan Museum, member
- Social Status of Black Men & Boys, member
Seminole Boosters, Inc. Board of Directors Nominee Profile
CONFIDENTIAL

Craig Ramsey
Alpharetta, GA

PROFESSIONAL BACKGROUND

Craig Ramsey recently retired as the managing director for Accenture's Atlanta office, where he led over 2,200 professionals and was responsible for managing the local business, expanding the company's civic presence and fostering employee engagement. In addition to serving as the head of the Atlanta office, one of Accenture's largest locations in the United States, Craig was also a member of Accenture's North American Leadership Team. Throughout his more than 30-year tenure with Accenture, Craig counseled many major clients across multiple industry segments, including Communications, Media, Electronics & High Tech, Financial Services, Products, Retail, Consumer Packaged Goods, Public Service, Health Care, Logistics, Travel & Transportation and Utilities. He has led and conducted various types of strategy, Systems Integration, Technology, Process Improvement, Merger & Acquisition and Outsourcing projects across several business functions, including Finance & Accounting, Sales & Marketing, Product Development, Customer Relationship Management, Call Centers, Billing, Supply Chain, Procurement, Human Resources and IT. Craig and his wife, Mary, have four children.

AWARDS & ACHIEVEMENTS

• Varsity Baseball – 1977-1981
• Varsity Football – 1980

EDUCATION & UNIVERSITY RELATIONSHIPS

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<tr>
<td>Florida State University</td>
<td>Business</td>
<td>Bachelor of Science</td>
<td>1980</td>
<td>Risk Management &amp; Insurance</td>
</tr>
<tr>
<td>Florida State University</td>
<td>Business</td>
<td>Masters of Business Administration</td>
<td>1982</td>
<td>Business Management</td>
</tr>
</tbody>
</table>

FSU RELATIONSHIP

• Former Business Board of Governors Member – 2004-2017
• Former FSU Connect – National Campaign Committee Member – 2001-2005
• Lifetime Alumni Association Member
• Has made financial commitments to the Foundation as well as Seminole Boosters
• Current Varsity Club Member

COMMUNITY INVOLVEMENT

• Member, The Woodruff Arts Center, Board of Trustees
• Member, Metro Atlanta Chamber Board of Advisors
• Former chairman, United Way of Greater Atlanta Board of Directors
Seminole Boosters, Inc. Board of Directors Nominee Profile  
CONFIDENTIAL

JIM STEINER  
Panama City Beach, FL

PROFESSIONAL BACKGROUND

Jim is a real estate developer in the Florida Panhandle. Jim is the former part-owner of Abbott Realty/ResortQuest which was a large scale vacation home rental property management company in Destin, San Destin, and 30A. Jim is still involved in the real estate industry but on a smaller scale.

AWARDS & ACHIEVEMENTS

EDUCATION & UNIVERSITY RELATIONSHIPS

<table>
<thead>
<tr>
<th>School Name</th>
<th>School Type</th>
<th>Degree</th>
<th>Class Of</th>
<th>Major</th>
</tr>
</thead>
<tbody>
<tr>
<td>Florida State University</td>
<td>Business</td>
<td>Bachelor of Science</td>
<td>1975</td>
<td>Hospitality Management</td>
</tr>
</tbody>
</table>

FSU RELATIONSHIP

- Has an estate gift with the Dedman School of Hospitality
- Involved with the Seminole Boosters long term as an annual fund donor, MICCO, and skybox seat holder
- Former member of the Alumni Association

COMMUNITY INVOLVEMENT

PROFESSIONAL BACKGROUND

Phillip D. Troyer, MD is a practicing Cardiologist (Heart Specialist). Dr. Troyer graduated from University of Florida College of Medicine in 1985 and has been in practice for 33 years. He completed a residency at Carilion Health System. Dr. Troyer also specializes in Internal Medicine. He began practicing at Bradenton Cardiology Center and was affiliated with Blake Medical Center and Manatee Memorial Hospital. He is currently practicing in Thomasville, GA.

AWARDS & ACHIEVEMENTS

- Graduated Cum Laude from FSU
- PIMS Program in Medical Sciences – 1982
- ACC Fellow
- CMS Stage 1 EHR - 2012

EDUCATION & UNIVERSITY RELATIONSHIPS

<table>
<thead>
<tr>
<th>School Name</th>
<th>School Type</th>
<th>Degree</th>
<th>Class Of</th>
<th>Major</th>
</tr>
</thead>
<tbody>
<tr>
<td>Florida State University</td>
<td>Arts and Sciences</td>
<td>Bachelor of Science</td>
<td>1982</td>
<td>Biological Sciences</td>
</tr>
<tr>
<td>University of Florida</td>
<td>College of Medicine</td>
<td>Doctor of Medicine</td>
<td>1985</td>
<td></td>
</tr>
</tbody>
</table>

FSU RELATIONSHIP

- Was heavily involved with the Manatee Seminole Club while living in Bradenton.
- Is a lifetime member of the Alumni Association
- Actively involved with Seminole Boosters – Is a long term annual fund donor and major gift contributor
- Also has commitments to the FSU Foundation

COMMUNITY INVOLVEMENT
May 1, 2018

MEMORANDUM

TO: Student Government

FROM: Debi Schalch
Recruitment & Student Services Coordinator
FSU/Asolo Conservatory for Actor Training

RE: Fall/Spring 2017-2018
FSU/Asolo Conservatory Student Council Activity

October, 2017

Provide funding for semi-annual fitness equipment maintenance $250.00 Postponed
Provide funding to purchase scripts for Showcase $400.00 Postponed
Provide funding for Stage Combat Training $3,000.00 Passed 4-0
Provide funding for Professional Audition Weekend $7,000.00 Passed 4-0
Provide funding for Graduation Brunch $1,500.00 Passed 4-0
Provide funding for Roy Hart Workshop $3,000.00 Passed 4-0
Total Approved Funds $14,500

January, 2018

No meeting held in January since there were no new agenda items for discussion or vote.

April, 2018

No meeting held in April since there were no new agenda items for discussion or vote.

The FSU/Asolo Conservatory does not have a summer session.
MEMORANDUM

TO: The 69th Student Senate

FROM: Mattie Durham
Senate Program Assistant

RE: Resolutions considered in the Summer & Fall 69th Student Senate

<table>
<thead>
<tr>
<th>Res.</th>
<th>Description</th>
<th>Action Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>33</td>
<td>Nominating Megan Hughes to the Senate Hall of Fame Selection Committee.</td>
<td>PASSED 4-26-17</td>
</tr>
<tr>
<td>34</td>
<td>SAP Funding Committee allocations to Lambda Alpha Epsilon ($1,000), World Affairs Program ($10,000), FSU Forensics ($8,000), and Sigma Alpha Iota ($0).</td>
<td>PASSED 7-5-17</td>
</tr>
<tr>
<td>35</td>
<td>Amending the Senate Rules of Procedure to recognize FSU students that have passed prior to the last Senate meeting or Sine Die.</td>
<td>PASSED 8-2-17</td>
</tr>
<tr>
<td>36</td>
<td>Giving the Black Student Union permission to have their Pep Rally at Cascades Park on Friday, September 15, 2017.</td>
<td>PASSED 8-2-17</td>
</tr>
<tr>
<td>37</td>
<td>Expressing concern about funding for the arts, namely the Appleton Museum of Art.</td>
<td>FAILED IN COMMITTEE</td>
</tr>
<tr>
<td>38</td>
<td>Determining the date of Fall election 2017 and reapportionment of Senate Seats.</td>
<td>PASSED 9-6-17</td>
</tr>
<tr>
<td>39</td>
<td>Amending the Rules of Procedure Rule 7.1 to clarify who chairs a committee in the absence of the chair.</td>
<td>PASSED 9-27-17</td>
</tr>
<tr>
<td>40</td>
<td>Giving the Black Student Union permission to have their pep rally At Florida A&amp;M University’s Gaither Gym on Friday, October 20, 2017 from 8-10:30 p.m.</td>
<td>PASSED 9-27-17</td>
</tr>
<tr>
<td>41</td>
<td>Standing in solidarity with fellow Seminoles and the FSU Community affected by the Deferred Action for Childhood Arrivals (DACA) program.</td>
<td>PASSED 10-4-17</td>
</tr>
<tr>
<td>42</td>
<td>Expressing condolences and sympathy to the family, friends and loved ones of the members of the FSU student body that we lost during the 69th Senate.</td>
<td>PASSED 10-18-17</td>
</tr>
<tr>
<td>43</td>
<td>Supporting the implementation of a revised parking forgiveness program.</td>
<td>PASSED 10-25-17</td>
</tr>
</tbody>
</table>
MEMORANDUM

FROM: Mattie Durham  
Senate Program Assistant

TO: The 70th Student Senate

RE: Bills considered Fall and Spring of the 70th Student Senate

<table>
<thead>
<tr>
<th>Bill</th>
<th>Description</th>
<th>Action Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>A revision to the Student Body Statutes Chapters 615, 616 and 617 to clarify and improve the timeline of event regarding Homecoming and Pow Wow.</td>
<td>PASSED 11-8-17</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SIGNED SBP 11-16-17</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SIGNED VPSA 11-27-17</td>
</tr>
<tr>
<td>2</td>
<td>An allocation of $650 from Senate Projects to the Academic Center for Excellence (ACE) to purchase food for ACE to provide Students during finals week Fall 2017.</td>
<td>PASSED 11-15-17</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SIGNED SBP 11-16-17</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SIGNED VPSA 11-27-17</td>
</tr>
<tr>
<td>3</td>
<td>An allocation of $1,000 from Senate Projects to the Center for Leadership and Social Change to partially fund food for FSU's Cultural Graduation on Thursday, December 14, from 6-8:30 p.m. in the Union Ballrooms.</td>
<td>PASSED 11-15-17</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SIGNED SBP 11-16-17</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SIGNED VPSA 11-27-17</td>
</tr>
<tr>
<td>4</td>
<td>A transfer of $253,700 from Sweepings Account to Activity and Service Fee and other requesting organizations.</td>
<td>PASSED 12-6-17</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SIGNED SBP 12-7-17</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SIGNED VPSA 12-12-17</td>
</tr>
<tr>
<td>5</td>
<td>A revision and addition to the Student Body Statutes Chapters revising 401, 411.1 and adding Chapter 418, the Senate Projects Account.</td>
<td>PASSED 11-29-17</td>
</tr>
<tr>
<td></td>
<td></td>
<td>VETOED BY SBP 12-6-17</td>
</tr>
<tr>
<td>6</td>
<td>An allocation of $1,650 from Senate Projects to FSU Libraries to allow Strozier and Dirac Libraries to stay open during finals week 2017.</td>
<td>PASSED 12-6-17</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SIGNED SBP 12-7-17</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SIGNED VPSA 12-12-17</td>
</tr>
<tr>
<td>7</td>
<td>An allocation of $675.00 from Senate Projects to the Women Student Union Expense to provide free pregnancy tests to Students enrolled at FSU.</td>
<td>PASSED 1-24-18</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SIGNED SBP 1-26-18</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SIGNED VPSA 1-31-18</td>
</tr>
<tr>
<td>8</td>
<td>An addition and revision to the Student Body Statutes adding Chapter 908.9 and revising Chapters 1002.3 D, 1005.4, 1005.5, 1009.2, 1010.3, 1010.5 and 1011.4, to create an advisory Committee under the purview of OGA.</td>
<td>PASSED 1-31-18</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SIGNED SBP 2-5-18</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SIGNED VPSA 2-9-18</td>
</tr>
<tr>
<td>9</td>
<td>A revision to the Student Body Statutes Chapter 908.7 to revise statutes of the Office of Governmental Affairs concerning the Legislative Agenda.</td>
<td>PASSED 2-28-18</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SIGNED SBP 3-8-18</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SIGNED VPSA 3-14-18</td>
</tr>
</tbody>
</table>
10 A revision of $7,000 within the Black Student Union from Contractual Services to Expense to fund the annual BSU Service trip and programming for the month of February.  

PASSED 1-24-18  
SIGNED SBP 1-26-18  
SIGNED VPSA 1-31-18

11 A revision and addition to the Student Body Statutes Chapter 700, the Election Code Chapters 706.1, 706.2, 706.2, 707.1, 712.1, and 712.2.  

WITHDRAWN IN JUDICIARY COMMITTEE BY SPONSOR 1-30-18

12 An allocation of $600 from Senate Projects to Best Buddies Clothing and Awards to purchase t-shirts for the upcoming year.  

FAILED IN SENATE 1-31-18

13 A revision of $4,000 within the Veterans Student Union from Contractual Services to Expense to pay for a day of events with military style obstacles.  

PASSED 2-7-18  
SIGNED SBP 2-12-18  
SIGNED VPSA 2-15-18

14 A revision of $700 within the Veterans Student Union from Contractual Service to Food to pay for food for upcoming events.  

PASSED 2-7-18  
SIGNED SBP 2-12-18  
SIGNED VPSA 2-20-18

15 A revision of $300 within the Veterans Student Union from Contractual Services to Clothing and Awards to pay for t-shirts to be given to members and the student body.  

PASSED 2-7-18  
SIGNED SBP 2-13-18  
SIGNED VPSA 2-20-18

16 An allocation of $1,000 from Senate Projects to the Career Center Professional Clothing Closet to help replenish the Professional Clothing Closet.  

PASSED 2-7-18  
SIGNED SBP 2-12-18  
SIGNED VPSA 2-15-18

17 A revision of $200 within the Black Student Union from Contractual Services to Food to fund the remaining events for the BSU for the semester.  

PASSED 2-7-18  
SIGNED SBP 2-12-18  
SIGNED VPSA 2-15-18

18 An allocation of $2,500 from Senate Projects to Universities Libraries (Strozier) to fund and update Strozier's Library's Popular Literature and DVD collection.  

PASSED 2-21-18  
SIGNED SBP 2-27-18  
SIGNED VPSA 2-28-18

19 An allocation of $500 from Senate Projects to Senate Food, to Put monies in the Senate Food account to purchase food for Senate meetings.  

PASSED 2-21-18  
SIGNED SBP 2-27-18  
SIGNED VPSA 2-28-18

20 An allocation of $5,000 from Senate Projects to Resource and Travel Allocation Committee (RTAC) to have funds available for student organizations for the remainder of the semester.  

PASSED 2-21-18  
SIGNED SBP 2-27-18  
SIGNED VPSA 2-28-18

21 An allocation of $562.50 from Senate Projects to the Challenger Center is to pay for showing of Marvel's Black Panther, on Sunday, February 25, at 7 p.m.  

PASSED 2-21-18  
SIGNED SBP 2-27-18  
SIGNED VPSA 2-28-18

22 A revision to the Student Body Statutes Chapter 622.1, to amend this statute to improve the CLC funding process.  

PASSED 3-7-18  
VETOED SBP 3-20-18

22 A A revision to the Student Body Statutes Chapter 622.1, to amend
this statute to improve the CLC funding process.

23 A revision of $1,500 within the Women Student Union from Contractual Services to Expense to fund activities and events for the Women Student Union during Women History Month.

24 A transfer of $7,500 from Programming Resource Committee (PAC) to Resource and Travel Allocation Committee (RTAC) to replenish RTAC account to fund student organizations for the remainder of the semester.

25 An addition to the Student Body Statutes Chapter 205.3 A, to clarify that students currently holding elected or appointed positions may not hold positions of power or influenced in registered student political parties.

26 A transfer of $3,500 from Executive Projects to Who We Play For to help fund FSU Health Day in collaboration with other campus entities.

27 A transfer of $3,000 from Senate Projects to Who We Play for to help fund FSU Health Day in collaboration with other campus entities.

28 A transfer of $5,100 from Executive Projects to Executive Branch Food to fund the 2018 SGA Spring Inauguration to be held on Wednesday, March 21, 2018, in the FSU Ballrooms.

29 An allocation of $2,000 from Senate Projects to the NAACP to help fund a trip to Washington, D.C. on March 24, 2018 to attend the March for Our Lives demonstration and march.

30 A revision to the Student Body Statutes Chapter 618 and 700, to move Homecoming election information into the Homecoming section in the statutes.

31 A revision to the Student Body Statutes Chapter 700, to revise and restructure the Election Code.

31 A A revision to the Student Body Statutes Chapter 700, to revise and restructure the Election Code.

32 A revision to the Student Body Statutes Chapter 612, to revise The Golden Tribe Lecture Series statutes.
33 A revision of $5,000 within the Women Student Union from Contractual Services to Expense to cover Women History Month costs. PASSED 3-21-18 SIGNED SBP 3-26-18 SIGNED VPSA 3-29-18

34 A revision to the Student Body Statutes Chapters 800.5, 807, 808 and 812, to revise the Finance Code for RTAC requests. PASSED 3-28-18 SIGNED SBP 3-30-18 SIGNED VPSA 4-6-18

35 A revision of $500 within the Office of Entrepreneurship and Innovation from Contractual Services to Food to provide food for Their event “Ask an Entreprenole”, on Wednesday, April 18. PASSED 4-11-18 SIGNED SBP 4-18-18 SIGNED VPSA 4-20-18

36 A revision of $2,000 within the Hispanic Latino Student Union from Contractual Services to Food to provide food for upcoming HLSU Gala on April 24, and to re-stock food for El Centro. PASSED 4-11-18 SIGNED SBP 4-18-18 SIGNED VPSA 4-20-18

37 A revision of $1,000 within the Black Student Union from Contractual Services to Expense to help fund the 50th Anniversary events of the BSU and their remaining projects. PASSED 4-11-18 SIGNED SBP 4-23-18 SIGNED VPSA 5-1-18

38 A revision of $200 within the Asian American Student Union from Food to Clothing and Awards to help fund awards for their closing Ceremonies on April 20, at 6 p.m. in the FSU Ballrooms. PASSED 4-11-18 VETOED SBP 4-23-18

38A A revision of $200 within the Asian American Student Union from Food to Clothing and Awards to help fund awards for their closing Ceremonies on April 20, at 6 p.m. in the FSU Ballrooms. PASSED 4-11-18 SIGNED SBP 4-27-18 SIGNED VPSA

39 An allocation of $1,081.98 from Senate Projects to Sustainable Campus/Seminole Organic Garden Expense to fund a rain Garden, a rain barrel, a composting unit and bricks to build more garden beds. PASSED 4-11-18 SIGNED SBP 4-18-18 SIGNED VPSA 4-20-18

40 An allocation of $1,016.24 from Senate Projects to Sustainable Campus/reCycle Bike Program Expense to fund a mobile bike repair trailer. PASSED 4-11-18 SIGNED SBP 4-18-18 SIGNED VPSA 4-20-18

41 A revision to the Student Body Statutes Chapter 910.1 and 910.8, to better define the purpose of SCURC and to clarify the process for requesting funding. PASSED 4-11-18 SIGNED SBP 4-18-18 SIGNED VPSA 4-20-18

42 A revision to the Student Body Statutes Chapters 603.3 E, 802.5 A, 802.5 D, and creating 802.12, to clarify these statutes. WITHDRAWN BY SPONSOR 4-24-18

43 A revision to the Student Body Statutes Chapters 601.2, 701.1 D, 704.5 F, 711.4 C, 714.3 B, and 1003.6 C, to remove the last remaining instance of gendered language in the statutes. WITHDRAWN BY SPONSORED 3-28-18

44 An allocation of $1,350 from Senate Projects to All Night Yahtzee to send 12 students to the "2018 International Championships PASSED 4-11-18 SIGNED SBP 4-18-18
45. A revision of **$1,000** within the Black Student Union from Contractual Services to Clothing and Awards to help fund t-shirts for the BSU 50th anniversary.  

46. A revision of **$500** within CLC Criminology and Criminal Justice To purchase food for their remaining events which includes the Career Panel and Graduate Student and Faculty Breakfast.  

47. A revision to the Student Body Statutes Chapter 612, to require all candidates chosen by the Golden Tribe Lecture Series be approved by the Student Senate via consent resolution after being forward from Student Life and Academic Affairs.  

48. A transfer of **$5,000** from Executive Projects to New Student and Family Programs.  

49. A transfer of **$5,000** from Senate Projects to New Student and Family Programs.  

50. An allocation of **$2,862** from Senate Projects to Dance Marathon to fund DM@FSU to attend the annual Leadership Conference held by the National Office of the Children’s Miracle Network.  

51. A revision of **$300** within the Pride Student Union from Contractual to Clothing and Awards to purchase t-shirts for the upcoming semester.  

52. A revision of **$203.66** within the Pride Student Union from Food to Expense to purchase promotional items for the year.  

53. A revision of **$1,200** within the Pride Student Union from Contractual services to Expense to purchase promotional items for the year.  

54. A transfer of **$1,225** from Senate Projects to Union Administration Expense to provide hygiene products in restrooms in the SLC, SSB and the Union.  

55. A transfer of **$200** from Senate Projects to Senate Food to Purchase food for "Study with Senate" on Monday, April 30, in the Senate Chamber.  

56. A transfer of **$355** from Senate Projects to Food Recovery Network to purchase carts, coolers, vests, a scale and tarps.
57 A transfer of $2,000 from the Office of Student Sustainability Expense to Sustainable Campus/reCyle Bike Expense to fund a mobile bike trailer.

PASSED 4-25-18
SIGNED SBP 4-27-18
SIGNED VPSA 5-1-18

58 A transfer of $30 from Senate Projects to Sustainable Campus/Seminole Organic Garden Expense to purchase a garden bed in the Seminole Organic Garden.

PASSED 4-25-18
SIGNED SBP 4-27-18
SIGNED VPSA 5-1-18

59 A transfer of $655 from Office of Student Sustainability Expense to Food Recovery Network to purchase carts, coolers, vests, a scale and tarps.

REferred To BUDGET 4-25-18

60 A transfer of $5,000 from Executive Projects to The Navigators Expense to provide equipment and resources to be used during Seminole Sensation Week.

REferred To BUDGET 4-25-18

61 A transfer of $5,000 from Senate Projects to The Navigators Expense to provide equipment and resources to be used during Seminole Sensation Week.

REferred To BUDGET 4-25-18
MEMORANDUM

FROM: Mattie Durham  
Senate Program Assistant

TO: 70th Student Senate

RE: Resolutions considered Fall & Spring of the 70th Student Senate

<table>
<thead>
<tr>
<th>Res.</th>
<th>Description</th>
<th>Action Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Asking SGA to set aside resources for advocacy for FSU students to Declare candidacy, campaign, and run for elected positions in SGA and to appoint deputies to the Office of the Supervisor of Elections.</td>
<td>FAILED IN STUDENT AFFAIRS COMMITTEE 11-28-17</td>
</tr>
<tr>
<td>2</td>
<td>Giving permission to Pride Student Union to take more than four (4) students to the Creating Change Conference in Washington, D.C. on January 24-28, 2018.</td>
<td>PASSED 11-15-17</td>
</tr>
<tr>
<td>3</td>
<td>Asking Senators to attend a workshop to learn more about leadership, identities and perspectives.</td>
<td>FAILED IN RULES AND CALENDAR 11-15-17</td>
</tr>
<tr>
<td>4</td>
<td>Amending the Rules of Procedure Rules 2.9, 6.4, 6.5, 7.1 and 7.2, clarifying what the Senate President authority when Appointing liaisons to campus entities, and the duties of the Student Life and Academic Affairs Committee and Rules and Calendar Committee.</td>
<td>PASSED 11-29-17</td>
</tr>
<tr>
<td>5</td>
<td>Giving permission to the Black Student Union to take more than eight (8) students on their service trip to Atlanta, Georgia on February 23-25, 2018.</td>
<td>PASSED 12-6-17</td>
</tr>
<tr>
<td>6</td>
<td>Adopting the 2018 Legislative Agenda for FSU-SGA.</td>
<td>PASSED 12-6-17</td>
</tr>
<tr>
<td>7</td>
<td>Setting the date for the SGA Spring 2018 elections to be held On Wednesday, February 21 2018.</td>
<td>PASSED 12-6-17</td>
</tr>
<tr>
<td>8</td>
<td>Supporting H.R 3875 &amp; S. 1701, to help reduce the cost of living and promote economic diversity at FSU.</td>
<td>PASSED 1-24-18</td>
</tr>
<tr>
<td>9</td>
<td>Giving permission to the Asian American Student Union to spend $5,000 to bring Filipino-American musician, A.J. Rafael to FSU's campus for their annual Asian American Music Poetry Dance (AAMPD) on March 24, 2018.</td>
<td>PASSED 2-24-18</td>
</tr>
<tr>
<td>10</td>
<td>Giving permission to the Asian American Student Union to take 8 members to East Coast Asian American Student Union Conference at Cornell University.</td>
<td>PASSED 2-24-18</td>
</tr>
</tbody>
</table>
Allowing the Women Student Union to take more than 4 (four) Students to go on a service and education trip to Atlanta, Ga.  PASSED 2-24-18

Giving permission to the Asian American Student Union to spend more than $3,000 to bring Steven Lim to campus as their Asian American Heritage Month keynote speaker.  PASSED 1-31-18

Supporting HB 565 which waives excess credit hour surcharge and SB 844 which will increase college affordability.  PASSED 2-24-18

Supporting HB 909 and SB 1234.  WITHDRAWN BY SPONSOR 2-21-18

Asking Golden Tribe Lecture Series Committee to strive to invite more diverse speakers who will better foster a sense of inclusivity on campus.  PASSED 2-21-18

Standing in strong support of the elimination of free speech zones on Florida's colleges and university campuses.  PASSED 2-28-18

Recognizing the authority of the FSU Student Supreme Court And strongly agree with the rulings established by the Court.  WITHDRAWN BY SPONSOR 2-21-18

Supporting the Seminole in opposing the construction of Water Reservoirs surrounding Lake Okeechobee through the Lake Okeechobee Watershed Project.  FAILED IN COMMITTEE 3-27-18

Amending the Rules of Procedure, Rule 6.5.  WITHDRAWN BY SPONSOR 3-7-18

Giving permission to the Pride Student Union to bring Dylan Marron to speak at FSU on April 5, 2018.  PASSED 3-21-18

Nominating Senator Andrew Reiter for the Senate Hall of Fame.  PASSED 3-7-18 BY ACCLAMATION

Nominating Senator Omar Pimentel for the Senate Hall of Fame.  PASSED 3-21-18 BY ACCLAMATION

Amending the Rules of Procedure Rules 2.9, 6.5 and 8.3.  FAILED 4-11-18 COMMITTEE

Amending the Rules of Procedure Rules 1.3, 1.6, 2.2, 5.4, 5.5 5.11, 11.4, 11.7, 10.14, 11.6, 11.9, 11.5, 12.6, 12.7, 12.9, 12.10, 12.11, and 15.4.  WITHDRAWN BY SPONSOR 3-28-18

Asking the FSU Administration to reach out to other tribes affiliated with the title of Seminole for their input and consent on the use of the Seminole imagery and affiliation by the University.  FAILED IN SLAA 4-25-18
MEMORANDUM

TO: The 69th Student Senate
FROM: Mattie Durham
       Senate Program Assistant
RE: Bills considered in the Summer and Fall 69th Student Senate

<table>
<thead>
<tr>
<th>Bill</th>
<th>Description</th>
<th>Action Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>64</td>
<td>A revision of $2,750 within the Black Student Union from Contractual Services to Clothing and Awards to purchase t-shirts for the summer.</td>
<td>PASSED 5-24-17&lt;br&gt;SIGNED SBP 5-30-17&lt;br&gt;SIGNED VPSA 6-5-17</td>
</tr>
<tr>
<td>65</td>
<td>A revision of $400 within the Black Student Union from Expense to Food to allow the incoming administration to make necessary purchases during the summer.</td>
<td>PASSED 5-24-17&lt;br&gt;SIGNED SBP 5-30-17&lt;br&gt;SIGNED VPSA 6-5-17</td>
</tr>
<tr>
<td>66</td>
<td>A revision of $5,800 within the Asian American Student Union from Contractual Services to Expense to purchase office supplies and promo items to be used in the future.</td>
<td>PASSED 5-24-17&lt;br&gt;SIGNED SBP 5-30-17&lt;br&gt;SIGNED VPSA 6-5-17</td>
</tr>
<tr>
<td>67</td>
<td>An addition to the Student Body Statutes adding Chapter 100.11 to recommend counseling consultation for all elected or appointed officers.</td>
<td>PASSED 10-4-17&lt;br&gt;SBP DID NOT SIGN&lt;br&gt;VPSA DID NOT SIGN</td>
</tr>
<tr>
<td>68</td>
<td>A revision of $1,000 within the Center for Participant Education From Contractual Services to Expense to fund the printing of CPE’s annual catalog and to purchase books for their library.</td>
<td>PASSED 5-24-17&lt;br&gt;SIGNED SBP 5-30-17&lt;br&gt;SIGNED VPSA 6-5-17</td>
</tr>
<tr>
<td>69</td>
<td>A revision of $202 within Pride Student Union from Contractual Services to Food to purchase gift cards for CARE Class of 2017.</td>
<td>PASSED 5-24-17&lt;br&gt;SIGNED SBP 5-30-17&lt;br&gt;SIGNED VPSA 6-5-17</td>
</tr>
<tr>
<td>70</td>
<td>A revision of $336 within Pride Student Union from Contractual Services to Expense to purchase office supplies and promotional materials.</td>
<td>PASSED 5-24-17&lt;br&gt;SIGNED SBP 5-30-17&lt;br&gt;SIGNED VPSA 6-5-17</td>
</tr>
<tr>
<td>71</td>
<td>A revision of $1,000 within the Center for Participant Education from Contractual Service to Clothing and Awards to purchase t-shirts.</td>
<td>PASSED 5-24-17&lt;br&gt;SIGNED SBP 5-30-17&lt;br&gt;SIGNED VPSA 6-5-17</td>
</tr>
<tr>
<td>72</td>
<td>A revision of $4,000 within Hispanic Latino Student Union from Contractual Services to Expense to buy office supplies and chairs for El Centro.</td>
<td>PASSED 5-24-17&lt;br&gt;SIGNED SBP 5-30-17&lt;br&gt;SIGNED VPSA 6-5-17</td>
</tr>
<tr>
<td>73</td>
<td>A revision of $1,000 within Hispanic Latino Student Union from</td>
<td>WITHDRAWN BY</td>
</tr>
</tbody>
</table>
Contractual Services to Clothing and Awards to purchase t-shirts.

74  A revision of $298 within SCURC from Food to Expense to purchase promotional materials.

75  A revision of $400 is made within the Black Student Union from Clothing and Awards ($200) and Contractual Services ($200) to Expense to cover previous travel expenses for the Black Student Union.

76  A revision to the Student Body Statutes Chapter 911, to revise the of the Office of Student Sustainability.

77  An allocation of $1,885 from Senate Projects to National Pan-Hellenic Council to pay for a stage for the NPHC annual Summer Oasis on July 22, 2017, at 6 p.m., in the Union Ballrooms

78  An allocation of $2,500 from Senate Projects to PeaceJam to help fund the PeaceJam program.

79  A revision to the Student Body Statutes Chapter 913, to amend the Office of Entrepreneurship and Innovation statutes.

80  An allocation of $595.85 from Senate Projects to Senate Expense to Order and install gender neutral bathrooms signs on all floors in the Bellamy Building.

81  A revision of $3,500 within Executive Branch from Expense to Food to Pay for the SGA Welcome Back BBQ on Wednesday, August 28, 2017.

82  An allocation of $1,400 from Senate Projects to Senior Class Council to pay for the viewing of the FSU vs Clemson game on a big screen on November 11, 2107, on the Union Green.

83  A revision to the Student Body Statutes Chapter 701 N, to update the definition of an academic division in the Election Code to reduce the amount of changes needed to statutes when an academic division is added.

84  A revision of $2,000 within HLSU from Contractual Services to Clothing and Awards to purchase t-shirts for their annual Hispanic Heritage Month celebration.

85  An allocation of $4,000 from Senate Projects to Senate Food to pay for food for the SGA Fall Inauguration.

SPONSOR 5-24-17

PASSED 5-24-17
SIGNED SBP 5-30-17
SIGNED VPSA 6-5-17

PASSED 6-21-17
SIGNED SBP 6-28-187
SIGNED VPSA 7-10-17

PASSED 6-21-17
SIGNED SBP 6-28-17
SIGNED VPSA 7-10-17

PASSED 7-5-17
SIGNED SBP 7-10-17
SIGNED VPSA 7-12-17

PASSED 7-17-17
SIGNED SBP 7-26-17
SIGNED VPSA 8-2-17

WITHDRAWN IN BUDGET COMMITTEE

PASSED 8-2-17
SIGNED SBP 8-4-17
VPSA HAS THE BILL.

PASSED 8-2-17
SIGNED SBP 8-4-17
VPSA HAS THE BILL.

PASSED 9-27-17
SIGNED SBP 9-20-17
SIGNED VPSA 10-2-17

PASSED 9-8-17
SIGNED SBA 9-21-17
SIGNED VPSA 9-26-17

PASSED 9-20-17
SIGNED SBP 9-27-17
SIGNED VPSA 9-28-17

PASSED 9-27-17
SIGNED SBP 9-28-17
SIGNED VPSA 10-2-17
86  An allocation of $200 from Senate Projects to Senate Food to pay for food at the Senate meetings.

87  An allocation of $1,321 from Senate Projects to Student Foundation Clothing and Awards to fund t-shirts for the FSU Student Foundation 5k.

88  A revision to the Student Body Statutes Chapter 207.4, New Senator Orientation, to revise the statutes for New Senator Orientation.

89  A revision to the Student Body Statutes Chapter 405.4, to provide standard rules for conducting impeachment hearings within Senate as a whole.

90  An allocation of $500 from Senate Projects to the Challenger Learning Center (IMAX) to pay for 100 tickets for the showing of Thor on Sunday November 12, at 4 p.m.

2018 A transfer of $13,776,000 from A&S Fees to A&S Fee Recipients to For fiscal year 2018-2019.
Meeting #5-36 July 6, 2017

1. Motion 5-36.B RSO Project Runway Budget Request – Motion to approve an amount not to exceed $900.00 from Sweepings Unallocated to fund RSO Project Runway for the 2017-2018 fiscal year.
MOTION TO TABLE PASSED BY VOICE VOTE.

Meeting #6-36 July 20, 2017

1. Motion 6-36.B Motion to Transfer Funds from Operating Budget to Sweepings – Motion to approve a transfer of $33,000.00 from SGC Operating Budget (307710) to Sweepings Unallocated (307070) for the 2017-2018 fiscal year.
PASSED

2. Motion 6-36.C Setting Aside of Presidential Scholarship Bylaws – Motion to set aside bylaw VIII (introduction) and IV.A.i pertaining to number of days after application deadline to select recipients as well as attendance of the Scholarship and Awards Chair.
PASSED

3. Motion 6-36.D RSO SHARC Budget Request – Motion to approve an amount not to exceed $2,350.00 from Sweepings Unallocated to fund the RSO SHARC for the 2017-2018 fiscal year.
PASSED

4. Motion 5-36.B RSO Project Runway Budget Request – Motion to approve an amount not to exceed $900.00 from Sweepings Unallocated to fund RSO Project Runway for the 2017-2018 fiscal year.
PASSED

Meeting #7-36 August 3, 2017

1. Motion 7-36.A Appointing New Representatives – Motion to appoint Billy Bradley as Student Government Council Representative for the fall 2017 semester.
PASSED

2. Motion 7-36.A.2 Motion to appoint Christian Mair as Student Government Council Representative for the fall 2017 semester.
PASSED
3. Motion 7.36.A.3 Motion to appoint Teddy Teixeira as Student Government Council Representative for the fall 2017 semester.
   PASSED

4. Motion 7.36.A.4 Motion to appoint Aubrey Browne as Student Government Council Representative for the fall 2017 semester.
   PASSED

5. Motion 7.36.A.5 Motion to appoint Michael Kirke as Student Government Council Representative for the fall 2017 semester.
   PASSED

6. Motion 7.36.A.6 Motion to appoint Austin Krauza as Student Government Council Representative for the fall 2017 semester.
   PASSED

7. Motion 7.36.B RSO Psychology Club Funding Request – Motion to approve an amount not to exceed $1,500.00 from Sweepings Unallocated to the RSO Psychology Club for the 2017-2018 fiscal year.
   PASSED

Meeting #8-36 August 31, 2017

   PASSED

Meeting #9-36 September 21, 2017

1. Motion 9-36.B Budget Changes – Motion to decrease Salaries and Benefits in the SGC Operating Budget in the amount of $20,000.00 as well as transfer and re-allocate Homecoming ($14,000.00) and Graduation ($6,000.00) events from the Sweepings Budget to the Operating Budget for the fiscal year 2017-2018.
   PASSED

2. Motion 9-36.C Set Aside Election Bylaw – Motion to set aside SGC Bylaw III.B.1. stating “Standard elections shall be held during the spring and fall semester each year during the first full week of March and October, respectively,” due to the school closure and need to delay fall elections.
   PASSED

3. Motion 9-36.D Appointment of New Representative – Motion to appoint Savanna Bond as Student Government Council Representative for the remainder of fall 2017 semester.
   PASSED
Meeting #10-36 September 28, 2017

1. Motion 10.36.A RSO SSSW Budget Funding Request – Motion to approve an amount not to exceed $1,142.00 from Sweepings Unallocated to the RSO Society of Student Social Workers for the 2017-2018 fiscal year.
   PASSED

Meeting #11-36 October 12, 2017

1. Motion 11-36.A Team Renegade NASA Rocket Competition Funding Request – Motion to approve an amount not to exceed $4,250.00 from Sweepings Unallocated to fund Team Renegade a group of students interested in competing in the NASA Competition.
   PASSED

2. Motion 11.36.B RSO Robotics Club Funding Request - Motion to approve an amount not to exceed $100.00 from Sweepings Unallocated to fund the RSO Robotics Club first meeting.
   PASSED

3. Motion 11-36.C RSO ACM Club Budget Funding Request – Motion to approve an amount not to exceed $1,000.00 from Sweepings Unallocated to fund RSO ACM for the remainder of the 2017-2018 fiscal year.
   PASSED

4. Motion 11-36.D Pool Table and Accessories Funding Request – Motion to approve an amount not to exceed $1,200.00 from Sweepings Unallocated to purchase a pool table and accessories for students to use.
   CHANGED TO DISCUSSION

Meeting #12-36 October 26, 2017

1. Motion 12-36.A Recreation Club Budget Request – Motion to approve an amount not to exceed $2,000.00 from Sweepings Unallocated to fund RSO Recreation Club for the 2017-2018 fiscal year.
   PASSED

2. Motion 12-36.B Speaker Funding Request – Motion to approve an amount not to exceed $3,000.00 from Sweepings Unallocated to fund guest speaker Dr. Steve Perry.
   MOTION TO TABLE PASSED BY VOICE VOTE.

Meeting #13-36 November 9, 2017

1. Motion 12.36.B Reconsideration of Motion Speaker Funding Request – Motion to approve an amount not to exceed $3,000.00 from Sweepings Unallocated to fund guest speaker Dr. Steve Perry. Motion amended to an amount not to exceed $1,500.00.
   PASSED

Meeting #14-36 November 21, 2017 - NO MOTIONS ON AGENDA
Meeting #15-36 December 7, 2017

1. Motion 15-36.A Motion to amend Article VII. 3) A. to say “The Finance Committee shall be established at the first SGC business meeting of every semester.
   PASSED

2. Motion 15-36.B Motion to add Article IV. Under section VII. Committees, 3) Finance committee, D. The Finance Committee Chair shall stating “The finance chair shall have a budget review meeting at least once monthly, including, but not limited to, the Director of Student Affairs and the SGC advisor.”
   PASSED

3. Motion 15-36.C Motion to approve $796.00 from Sweepings Unallocated to fund the FSU PC Bass Fishing Club to compete in the FLW YETI College Fishing Competition.
   PASSED

4. Motion 15-36.D Motion to approve $1,916.00 from Sweepings Unallocated to fund the FSU PC Flag Football Team 2018 National Flag Football Tournament.
   PASSED

5. Motion 15-36.E Motion to enforce the bylaws in regards to disciplinary actions indefinitely.
   MOTION TABLED

6. Motion to appoint SGC open seats to take office and serve in spring 2018.
   PASSED

Meeting #16-36 January 11, 2018

1. Motion 16.36.A Appointment of New Senator – Motion to appoint Timothy Steele as Senator for the duration of spring 2018 semester.
   PASSED

Meeting #17-36 January 25, 2018 - NO MOTIONS ON AGENDA

Meeting #18-36 February 8, 2018

1. Motion 18-36.A Project Hero Allocation – Motion to approve an amount not to exceed $1,750.00 from Sweepings Unallocated to fund Project Hero event on March 5, 2018.
   PASSED

2. Motion 18-36.B Summer Bash Allocation – Motion to approve an amount not to exceed $1,000.00 from Sweepings Unallocated to fund Summer Bash event for the 2017-2018 fiscal year.
   PASSED
Meeting #19-36 February 22, 2018

1. Motion 19-36.A Student Travel Request – Motion to approve an amount not to exceed $1,430.14 from Sweepings Unallocated to fund student travel request for the 2018 Science and Engineering Festival held in Washington, D.C.
   PASSED

2. Motion 19-36.B Rescinding Speaker Budget Allocation – Motion to rescind $1,500.00 from the Speaker Funding Request to Dr. Larry Rivers. Dean Hanna has chosen to fund this out of his own discretionary budget.
   PASSED

3. Motion 19-36.C CITF Allocation – Motion to approve an amount not to exceed $7,499.00 from CITF Project Funds in order to purchase Water Fountains ($4,500.00) and Outlets with USB support ($2,999.00).
   PASSED

4. Motion 19-36.D 2018-2019 Fiscal Year Budget – Motion to approve the Sweepings Budget of $42,084.00 for the 2018-2019 fiscal year, and the Operating Budget of $175,321.00 for the 2018-2019 fiscal year.

5. Motion 19.36.E SABA Budget Allocation – Motion to approve an amount not to exceed $10,000.00 from Sweepings Unallocated to fund SABA (Student Activities Board Alliance) for the remainder of the 2017-2018 fiscal year.

6. Motion 19.36.F – Promotional Products Allocation – Motion to approve an amount not to exceed $500.00 from Sweepings Unallocated to purchase Student Government Council promotional items.
   PASSED

Meeting #20-36 March 8, 2018

1. Motion 20-36.A CITF Allocation – Motion to approve an amount not to exceed $9,210.00 from CITF Project Funds in order to purchase gaming systems and accessories.
   PASSED

2. Motion 20-36.B Student Travel Request – Motion to approve $1,250.00 from Sweepings Unallocated in order to fund student travel request for the Association of Psychological Science (APS) Conference in San Francisco, CA.
   PASSED

3. Motion 20-36.C SABA Constitution Approval – Motion to approve SABA constitution.
   PASSED

4. Motion 20-36.D Seminole Spirit Award – Motion to award Dean Revel the Brandon Harmon Seminole Spirit Award for the 2017-2018 Fall/Spring semesters.
   PASSED
5. Motion 20-36.E Spirit of Service Award – Motion to award John and Gail Robbins the Coram’s Spirit of Service Award for the 2017-2018 Fall/Spring semesters.
PASSED

6. Motion 20-36.F Bass Fishing Team – Motion to approve an amount not to exceed $4,100.00 from Sweepings Unallocated in order to fund the FSU Panama City Bass Club.
PASSED

Meeting #21-36 March 22, 2018

1. Motion 21-36.A Student Travel Request – Motion to approve an amount not to exceed $413.86 from Sweepings Unallocated to fund student travel request for the 2018 Science and Engineering Festival in Washington D.C.
PASSED

2. Motion 21-36.B Student Travel Request – Motion to approve an amount not to exceed $800.00 from Sweepings Unallocated to fund student travel request for the Association for Psychological Science (APS) Conference in San Francisco, CA.
PASSED

3. Motion 21-36.C CITF Allocation – Motion to approve an amount not to exceed $5,376.14 from CITF Project Funds to purchase two televisions and accessories for use in the LLC study rooms.
PASSED

Meeting #22-36 April 5, 2018 - NO MOTIONS ON AGENDA

Meeting #23-36 April 19, 2018

1. Motion 23-36.A CITF Allocation – Motion to approve an amount not to exceed $31,419.21 from CITF Project Funds in order to purchase green space, new concrete student deck and outdoor water misting system in that order, until such time as funds are expended.
PASSED

2. Motion 23-36.B Setting Aside of Scholarship Bylaw – Motion to set aside bylaw VIII stating “The scholarship applications shall be made available to students at least four weeks before the spring semester ends.”
PASSED

3. Motion 23-36.C Appointing New Representative – Motion to appoint Angela Donahue as Student Government Council Representative for the summer 2018 semester.
PASSED

MOTION DID NOT PASS BY PAPER BALLOTS
TO: President John E. Thrasher
FROM: Provost Sally McRorie
DATE: May 21, 2018
SUBJECT: 2018 Accountability Plan
Request for Approval

Board of Governor’s Regulation 2.002, adopted November 2009, requires each university to adopt an annual University Work Plan Report and an Annual Accountability Report. These documents must reflect the institution’s distinctive mission and focus on core institutional strengths within the context of State University System goals and regional and statewide needs.

The Board of Governors (BOG) has combined these two reports into the annual Accountability Plan, which will present both the actual historical data and prospective goals.

The annual Accountability Plan includes narrative and statistical information on the university’s financial resources and expenditures, personnel, enrollment, undergraduate and graduate education, and research and economic development. The information is presented in a template mandated by the Board of Governors. The BOG requires the Board of Trustees approval to complete the submission process.

The Board of Governors will use this information to assess university performance on quality and effectiveness indicators in the areas of instruction, research and public service for accountability and performance funding purposes. The reports help the BOG assess statewide educational needs.

This request is to approve the 2018 Accountability Plan for Board of Governors’ review at its June 26-28, 2018 meeting.
2016-17 Accountability Plan

FLORIDA STATE UNIVERSITY

Pending UBOT Approval
on 6/8/2018

STATE UNIVERSITY SYSTEM of FLORIDA
Board of Governors
INTRODUCTION

This is a new report that combines the previous Annual Accountability Report and University Work Plans into one new document that is more closely aligned with the Board of Governors’ 2025 System Strategic Plan.

This revised document will enhance the System’s commitment to accountability and strategic planning by enabling comparisons between past goals and actual data to better assess performance. This change will help foster greater coordination between institutional administrators, University Boards of Trustees and the Board of Governors.

Once an Accountability Plan is approved by each institution’s respective Boards of Trustees, the Board of Governors will review and consider the plan’s narrative strategy, metric goals and enrollment plans for potential acceptance of 2016-17 components. Longer-term components will inform future agendas of the Board’s Strategic Planning Committee. The Board’s acceptance of this Accountability Plan does not constitute approval of any particular component, nor does it supersede any necessary approval processes that may be required for each component (e.g., new academic programs).
TABLE OF CONTENTS

1. STRATEGY
   a. Mission & Vision Statements, p. 3
   b. Statement of Strategy, p. 3
   c. Strengths and Opportunities, p. 4
   d. Key Initiatives & Investments, p. 5
   e. Key Achievements for Last Year, p. 6

2. PERFORMANCE BASED FUNDING METRICS, p. 7-8

3. PREEMINENT RESEARCH UNIVERSITY METRICS, p. 9-11

4. KEY PERFORMANCE INDICATORS
   a. Teaching & Learning, p. 12-14
   b. Scholarship, Research and Innovation, p. 14-15

5. ENROLLMENT PLANNING, p. 16-17

6. ACADEMIC PROGRAM COORDINATION, p. 18
MISSION STATEMENT  (What is your purpose?)

Florida State University preserves, expands, and disseminates knowledge in the sciences, technology, arts, humanities, and professions, while embracing a philosophy of learning strongly rooted in the traditions of the liberal arts. The university is dedicated to excellence in teaching, research, creative endeavors, and service. The university strives to instill the strength, skill, and character essential for lifelong learning, personal responsibility, and sustained achievement within a community that fosters free inquiry and embraces diversity.

VISION STATEMENT  (What do you aspire to?)

Florida State University will be among the nation’s most entrepreneurial and innovative universities, transforming the lives of our students and shaping the future of our state and society through exceptional teaching, research, creative activity, and service. We will amplify these efforts through our distinctive climate—one that places a premium on interdisciplinary inquiry and draws from the rich intellectual and personal diversity of our students, faculty, staff, and alumni. These three forces—entrepreneurship, interdisciplinarity, and diversity—deepen FSU’s impact and result in a powerful return to our students and the people of Florida for their continued support and trust.

STATEMENT OF STRATEGY  (How will you get there?)

*Given your mission, vision, strengths and available resources, provide a brief description of your market and your strategy for addressing and leading it.*

Florida State University competes in national and international markets for faculty, and our student centered education is provided by an outstanding faculty defining the frontiers of research and creativity. As a top-tier research university, it is crucial to offer the full breadth of disciplinary excellence, and we seek continual improvement in our position in retaining and educating the most promising students in the State of Florida. Recruitment and retention of faculty is essential to maintain market competitiveness, and our strategy is to leverage our long-standing and well-developed strengths in the physical sciences and fine arts with emerging opportunities for innovation and problem-solving in the sciences and the professions.
STRENGTHS AND OPPORTUNITIES (within 3 years)
What are your core capabilities, opportunities and challenges for improvement?

Through our reputation for excellence, continual investments in multidisciplinary research, and our heritage in the arts, we are able to attract top faculty and students. FSU is a national leader in the retention and on-time graduation as demonstrated by our freshman retention rate of 94% (one of the highest in the U.S.) and a graduation rate 20 percentage points higher than the national average. Our focus on retaining every student we enroll has proven effective in the success of traditionally underrepresented students, and FSU was recently recognized as one of the top schools in the country for the graduation of African-American students. Our ongoing challenges remain to modernize facilities and infrastructure, improve student-faculty ratio, and elevate student engagement in experiential learning.
KEY INITIATIVES & INVESTMENTS  

*within 3 years*

Describe your top three key initiatives for the next three years that will drive improvement in Academic Quality, Operational Efficiency, and Return on Investment.

1. Top 25

After advancing to #33, FSU continues on its path to become a top 25 public university. Through the support provided as a preeminent institution and resources from private partners, we are continuing our strategic campaign focused on increasing faculty, graduate education, and the research enterprise. This campaign is focused on adding faculty, fostering interdisciplinary collaboration, increasing research to address national and state needs, improving our graduate and research profile, promoting diversity, and elevating performance in key metrics.

2. Student Success

Recognized for advancing the persistence of all students, FSU’s 4-year graduation rates are now among the top 15 in the country. FSU will continue to be a national leader in student success. FSU seeks to continue to elevate the quality of our undergraduate education by increasing student participation in high impact practices and experiential learning. We will also continue to expand our student success teams, such as advisors and counselors, which provide critical guidance and support to students. Finally, through our strategic faculty hiring efforts, we plan to increase course availability and decrease the class size for traditionally high-demand courses.

3. Entrepreneurship and Innovation Education

Advancing FSU’s commitment to innovation and entrepreneurship, FSU opened the Jim Moran School of Entrepreneurship in Fall 2017. Offering an interdisciplinary degree in entrepreneurship, the Jim Moran School will become a focal point for collegiate entrepreneurial education. In addition, the Jim Moran Institute for Global Entrepreneurship will continue to expand, serving as a lifeline for training and assistance to entrepreneurs, small businesses, and nonprofits throughout Florida. Finally, FSU recently opened the student-orientated Innovation Hub, which will advance student career preparation through the development of design-thinking, problem-solving, and technological-innovation skills.
Key Achievements for 2016-17

STUDENT ACHIEVEMENTS
1. David Perez, a junior from Homestead, Florida, received the prestigious 2017 Udall Scholarship for Environmental Engineering.
2. The National Science Foundation awarded eight FSU students a prestigious graduate research fellowship.
3. Four FSU students received the prestigious Boren Scholarship, a program of the National Security Education Program that funds critical overseas language studies.

FACULTY ACHIEVEMENTS
1. Jawole Willa Jo Zollar, Professor of Dance, received the 2017 Lifetime Achievement in Dance from the New York Dance and Performance Awards.
2. Professor James Bowman received the 2017 Lifetime Achievement Award from the American Society for Public Administration.
3. Plutonium researcher and professor Thomas Albrecht-Schmitt received the American Chemical Society's Southern Chemist Award in recognition of his contributions in nuclear chemistry.

PROGRAM ACHIEVEMENTS
1. FSU's online programs are among the best in the nation — including five graduate programs ranked in the Top 20 and three in the Top 10 — according to U.S. News & World Report.
2. The Department of Computer Science was designated as a National Center of Academic Excellence for its work in cyber defense by the National Security Agency and the Department of Homeland Security. The department also received a $4.6 million grant to fund the education of students in cybersecurity.
3. Florida State University's College of Criminology & Criminal Justice was ranked number one in the world by the Center for World University Rankings.

RESEARCH ACHIEVEMENTS
1. The National Science Foundation reaffirmed the FSU High Magnetic Field Laboratory with a record $184 million commitment for the next 5 years, one of the largest single investments of the NSF.
2. FSU researchers partnered with Harvard and MIT on the Chan Zuckerberg Initiative “Reach Every Reader,” a 5-year, $30 million project to improve childhood reading.
3. Six FSU researchers were named fellows of the American Association for the Advancement of Science.

INSTITUTIONAL ACHIEVEMENTS
1. *U.S. News and World Report* Best Colleges Rankings - FSU moved from 38th to 33rd in the overall ranking, the largest jump of any public university in the top 100 for the second year in a row.
2. FSU has been recognized again by *INSIGHT into Diversity* magazine as one of ten Diversity Champion institutions among the “Higher Education Excellence in Diversity” recipients.
3. FSU's internationalization programs were recognized as one of four in the country to receive the Sen. Paul Simon Award by NAFSA: Association of International Educators.
# PERFORMANCE BASED FUNDING METRICS

## 1. Percent of Bachelor’s Graduates Enrolled or Employed (25,000+)

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<td>ACTUAL</td>
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<td>60.8</td>
<td>63.7</td>
<td>66.6</td>
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<td>APPROVED GOALS</td>
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<td>65</td>
<td>67</td>
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<td>PROPOSED GOALS</td>
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<td>67</td>
<td>68</td>
<td>70</td>
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## 2. Median Wages of Bachelor’s Graduates Employed Full-time

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<td>ACTUAL</td>
<td>31,600</td>
<td>34,200</td>
<td>35,700</td>
<td>35,900</td>
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<td>APPROVED GOALS</td>
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<td>34,500</td>
<td>36,300</td>
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<td>38,500</td>
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<td>PROPOSED GOALS</td>
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<td>37,000</td>
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## 3. Average Cost to the Student [Net Tuition & Fees per 120 Credit Hours for Resident Undergraduates]

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## 4. FTIC Four-Year Graduation Rate [Full-time students only]

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## 5. Academic Progress Rate [Second Year Retention Rate with At Least a 2.0 GPA]

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Note: For more information about the PBF model visit: [http://www.flboq.edu/about/budget/performance_funding.php](http://www.flboq.edu/about/budget/performance_funding.php).
### 6. Percentage of Bachelor's Degrees Awarded within Programs of Strategic Emphasis

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### 7. University Access Rate [Percent of Undergraduates with a Pell grant]

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### 8. Percentage of Graduate Degrees Awarded within Programs of Strategic Emphasis

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Note*: The Master of Social Work was retroactively reclassified into a new CIP starting with the 2015-16 academic year.

### 9. BOG Choice: Percent of Baccalaureate Degrees Awarded Without Excess Hours*

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Note*: There are no approved goals for FSU yet as the Board changed FSU to this metric at its Nov. 2017 meeting.

### 10. BOT Choice: National Rank Higher than Financial Resources Ranking

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</table>

Note: For more information about the PBF model visit: [http://www.fbo.com/about/budget/performance_funding.php](http://www.fbo.com/about/budget/performance_funding.php)
## PREEMINENT RESEARCH UNIVERSITY FUNDING METRICS

### 1a. Average GPA

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### 1b. Average SAT Score*

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*Note: SAT scores reflect rescaling to new SAT standards (approved goals were based upon old standard).*

### 2. Public University National Ranking

[Top50 rankings based on BOG’s official list of publications]

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<td>8</td>
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### 3. Freshman Retention Rate

[Full-time students as reported to IPEDS]

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### 4. Six-year Graduation Rate

[Full-time students as reported to IPEDS]

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*Note: For more information about the Preeminence model see section 1001.7065 of the Florida Statutes.*
### Key Performance Indicators

**Teaching & Learning Metrics** (from the 2025 System Strategic Plan that are not included in the PBF section)

#### Public University National Ranking

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#### Freshmen in Top 10% of High School Class

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<th>Fall 2017</th>
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#### Professional Licensure & Certification Exam First-time Pass Rates

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<td>US Average</td>
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### Exam Scores Relative to Benchmarks

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12
### Time to Degree for FTICs in 120hr programs

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### Six-Year FTIC Graduation Rates [Full & Part-time students]

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### Bachelor’s Degrees Awarded [First Majors Only]

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### Graduate Degrees Awarded [First Majors Only]

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### Percent of Bachelor’s Degrees Awarded to African-American & Hispanic Students

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## KEY PERFORMANCE INDICATORS (CONTINUED)

### Teaching & Learning Metrics

#### Percentage of Adult (Aged 25+) Undergraduates Enrolled

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#### Percent of Bachelor’s Degrees in STEM & Health

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#### Percent of Graduate Degrees in STEM & Health

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### Scholarship, Research and Innovation Metrics

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### Key Performance Indicators (Continued)

#### Total Research Expenditures (M)

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#### Percentage of Research Expenditures Funded from External Sources

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#### Utility Patents Awarded [from the USPTO]

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#### Number of Licenses/Options Executed Annually

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#### Number of Start-up Companies Created

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15
## ENROLLMENT PLANNING

### Actual & Planned Headcount Enrollment by Student Type (for all students at all campuses)

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<td>77</td>
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<td></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>Master’s</td>
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<td>Professional Doctoral</td>
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<td>1,190</td>
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<td>1,094</td>
<td>1,110</td>
<td>1,130</td>
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<tr>
<td><strong>Subtotal</strong></td>
<td>8,035</td>
<td>7,967</td>
<td>7,814</td>
<td>7,926</td>
<td>7,849</td>
<td>8,000</td>
<td>8,160</td>
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<tr>
<td><strong>UNCLASSIFIED</strong></td>
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<td></td>
<td></td>
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<tr>
<td>H.S. Dual Enrolled</td>
<td>23</td>
<td>53</td>
<td>36</td>
<td>40</td>
<td>49</td>
<td>55</td>
<td>55</td>
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<tr>
<td>Other¹</td>
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<td>1,134</td>
<td>1,169</td>
<td>1,230</td>
<td>1,184</td>
<td>1,260</td>
<td>1,270</td>
<td>1,280</td>
<td>1,290</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>1,139</td>
<td>1,187</td>
<td>1,205</td>
<td>1,270</td>
<td>1,233</td>
<td>1,315</td>
<td>1,325</td>
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</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>41,311</td>
<td>41,737</td>
<td>41,427</td>
<td>41,824</td>
<td>41,800</td>
<td>42,045</td>
<td>42,265</td>
<td>42,495</td>
<td>42,725</td>
</tr>
</tbody>
</table>

Notes: This table reports the number of students enrolled at the university by student type categories. The student type for undergraduates is based on the Type of Student at Time of Most Recent Admission. The student type for graduates is based on the degree that is sought and the student CIP code. Unclassified refers to a student who has not yet been formally admitted into a degree program but is enrolled. (1) 'Other Unclassified' students include Post-Baccalaureates who are not seeking a degree.
## Enrollment Planning (Continued)

### Actual & Planned FTE Enrollment by Residency & Student Level

<table>
<thead>
<tr>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td>ACTUAL</td>
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<td>ACTUAL</td>
<td>ACTUAL</td>
<td>PLAN</td>
<td>PLAN</td>
<td>PLAN</td>
<td>PLAN</td>
<td>PLAN</td>
</tr>
<tr>
<td>RESIDENT</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>LOWER</td>
<td>15,236</td>
<td>12,943</td>
<td>12,841</td>
<td>13,035</td>
<td>13,059</td>
<td>12,957</td>
<td>12,876</td>
<td>12,896</td>
<td>12,915</td>
<td>12,935</td>
</tr>
<tr>
<td>UPPER</td>
<td>16,096</td>
<td>16,202</td>
<td>16,138</td>
<td>15,641</td>
<td>15,815</td>
<td>15,906</td>
<td>16,030</td>
<td>16,054</td>
<td>16,078</td>
<td>16,102</td>
</tr>
<tr>
<td>GRAD I</td>
<td>3,046</td>
<td>2,840</td>
<td>2,800</td>
<td>2,793</td>
<td>2,849</td>
<td>2,819</td>
<td>2,870</td>
<td>2,921</td>
<td>2,974</td>
<td>3,028</td>
</tr>
<tr>
<td>GRAD II</td>
<td>2,601</td>
<td>2,661</td>
<td>2,603</td>
<td>2,588</td>
<td>2,552</td>
<td>2,431</td>
<td>2,475</td>
<td>2,519</td>
<td>2,565</td>
<td>2,611</td>
</tr>
<tr>
<td>TOTAL</td>
<td>36,980</td>
<td>34,647</td>
<td>34,382</td>
<td>34,057</td>
<td>34,274</td>
<td>34,113</td>
<td>34,251</td>
<td>34,390</td>
<td>34,532</td>
<td>34,675</td>
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<td>NON-RESIDENT</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>LOWER</td>
<td>1,258</td>
<td>1,226</td>
<td>1,513</td>
<td>1,739</td>
<td>1,889</td>
<td>1,876</td>
<td>1,864</td>
<td>1,867</td>
<td>1,869</td>
<td>1,872</td>
</tr>
<tr>
<td>UPPER</td>
<td>914</td>
<td>1,076</td>
<td>1,066</td>
<td>1,196</td>
<td>1,434</td>
<td>1,641</td>
<td>1,658</td>
<td>1,661</td>
<td>1,663</td>
<td>1,666</td>
</tr>
<tr>
<td>GRAD I</td>
<td>927</td>
<td>973</td>
<td>941</td>
<td>935</td>
<td>970</td>
<td>909</td>
<td>925</td>
<td>942</td>
<td>959</td>
<td>976</td>
</tr>
<tr>
<td>GRAD II</td>
<td>979</td>
<td>980</td>
<td>993</td>
<td>1,000</td>
<td>1,024</td>
<td>1,028</td>
<td>1,047</td>
<td>1,065</td>
<td>1,085</td>
<td>1,104</td>
</tr>
<tr>
<td>TOTAL</td>
<td>4,078</td>
<td>4,254</td>
<td>4,513</td>
<td>4,870</td>
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<td>5,454</td>
<td>5,494</td>
<td>5,535</td>
<td>5,576</td>
<td>5,618</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>LOWER</td>
<td>16,494</td>
<td>14,169</td>
<td>14,353</td>
<td>14,774</td>
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<td>17,547</td>
<td>17,688</td>
<td>17,715</td>
<td>17,741</td>
<td>17,768</td>
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<tr>
<td>GRAD I</td>
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<td>3,813</td>
<td>3,741</td>
<td>3,728</td>
<td>3,819</td>
<td>3,728</td>
<td>3,795</td>
<td>3,863</td>
<td>3,933</td>
<td>4,004</td>
</tr>
<tr>
<td>TOTAL</td>
<td>41,058</td>
<td>38,901</td>
<td>38,895</td>
<td>38,928</td>
<td>39,590</td>
<td>39,567</td>
<td>39,745</td>
<td>39,925</td>
<td>40,108</td>
<td>40,293</td>
</tr>
</tbody>
</table>

Note: Full-time Equivalent (FTE) student is a measure of all instructional activity (regardless of fundability) that is based on the number of credit hours that students enroll. FTE is based on the standard national definition, which divides undergraduate credit hours by 30 and graduate credit hours by 24. Pursuant to section 1013.31, Florida Statutes, Board facilities staff use this data as a key factor in the calculation of facility space needs for university educational plant surveys.

### Actual & Planned FTE Enrollment by Method of Instruction (for all students at all campuses)

<table>
<thead>
<tr>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ACTUAL</td>
<td>ACTUAL</td>
<td>ACTUAL</td>
<td>ACTUAL</td>
<td>ACTUAL</td>
<td>PLAN</td>
<td>PLAN</td>
<td>PLAN</td>
<td>PLAN</td>
<td>PLAN</td>
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<td>UNDERGRADUATE</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Distance (80-100%)</td>
<td>1,982</td>
<td>2,854</td>
<td>3,476</td>
<td>4,064</td>
<td>5,286</td>
<td>5,607</td>
<td>5,800</td>
<td>6,100</td>
<td>6,400</td>
<td>6,800</td>
</tr>
<tr>
<td>Hybrid (50-79%)</td>
<td>472</td>
<td>300</td>
<td>74</td>
<td>40</td>
<td>3</td>
<td>4</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Classroom (0-50%)</td>
<td>29,170</td>
<td>28,290</td>
<td>28,007</td>
<td>27,508</td>
<td>26,907</td>
<td>26,778</td>
<td>26,690</td>
<td>25,540</td>
<td>26,370</td>
<td>26,100</td>
</tr>
<tr>
<td>GRADUATE</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Distance (80-100%)</td>
<td>656</td>
<td>821</td>
<td>901</td>
<td>1,057</td>
<td>1,211</td>
<td>1,219</td>
<td>1,280</td>
<td>1,340</td>
<td>1,400</td>
<td>1,470</td>
</tr>
<tr>
<td>Hybrid (50-79%)</td>
<td>299</td>
<td>218</td>
<td>94</td>
<td>5</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Classroom (0-50%)</td>
<td>6,598</td>
<td>6,415</td>
<td>6,343</td>
<td>6,254</td>
<td>6,184</td>
<td>6,023</td>
<td>6,090</td>
<td>6,160</td>
<td>6,230</td>
<td>6,300</td>
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<tr>
<td>Subtotal</td>
<td>7,553</td>
<td>7,454</td>
<td>7,338</td>
<td>7,316</td>
<td>7,395</td>
<td>7,242</td>
<td>7,370</td>
<td>7,500</td>
<td>7,630</td>
<td>7,770</td>
</tr>
</tbody>
</table>

Note: Full-time Equivalent (FTE) student is a measure of instructional activity (regardless of fundability) that is based on the number of credit hours that students enroll. FTE is based on the standard national definition, which divides undergraduate credit hours by 30 and graduate credit hours by 24. Distance Learning is a course in which at least 80 percent of the direct instruction of the course is delivered using some form of technology when the student and instructor are separated by time or space, or both (per 1009.24(17), F.S.). Classroom/Traditional is a course in which less than 50% of the direct instruction of the course is delivered using some form of technology when the student and instructor are separated by time, space or both. This designation can include activities that do not occur in a classroom (e.g., labs, internships, practica, clinicals, labs) – see SUDS data element #2052.
# ACADEMIC PROGRAM COORDINATION

**New Programs For Consideration by University in AY 2018-19**

The S.U.S. Council of Academic Vice Presidents (CAVP) Academic Program Coordination Work Group will review these programs as part of their on-going coordination efforts. The programs listed below are based on the 2017 Work Plan list for programs under consideration for 2018-20.

<table>
<thead>
<tr>
<th>PROGRAM TITLES</th>
<th>CIP CODE 6-digit</th>
<th>AREA OF STRATEGIC EMPHASIS</th>
<th>OTHER UNIVERSITIES WITH SAME PROGRAM</th>
<th>OFFERED VIA DISTANCE LEARNING IN SYSTEM</th>
<th>PROJECTED ENROLLMENT in 5th year</th>
<th>PROPOSED DATE OF SUBMISSION TO UBOT</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BACHELOR’S PROGRAMS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Financial Planning and Services</td>
<td>52.0804</td>
<td></td>
<td></td>
<td></td>
<td>80</td>
<td>Nov. 2018</td>
</tr>
<tr>
<td>Linguistics</td>
<td>16.0102</td>
<td>GLOBAL</td>
<td>FAU, UF</td>
<td>No</td>
<td>20</td>
<td>Spring 2019</td>
</tr>
</tbody>
</table>

**MASTER’S, SPECIALIST AND OTHER ADVANCED MASTER’S PROGRAMS**

**DOCTORAL PROGRAMS**

**New Programs For Consideration by University in 2019-21**

These programs will be used in the 2017-18 Accountability Plan list for programs under consideration for 2019-20.

<table>
<thead>
<tr>
<th>PROGRAM TITLES</th>
<th>CIP CODE 6-digit</th>
<th>AREA OF STRATEGIC EMPHASIS</th>
<th>OTHER UNIVERSITIES WITH SAME PROGRAM</th>
<th>OFFERED VIA DISTANCE LEARNING IN SYSTEM</th>
<th>PROJECTED ENROLLMENT in 5th year</th>
<th>PROPOSED DATE OF SUBMISSION TO UBOT</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BACHELOR’S PROGRAMS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Business Analytics</td>
<td>52.1301</td>
<td>STEM</td>
<td>UF</td>
<td>No</td>
<td>50</td>
<td>Spring 2021</td>
</tr>
</tbody>
</table>

**MASTER’S, SPECIALIST AND OTHER ADVANCED MASTER’S PROGRAMS**

<table>
<thead>
<tr>
<th>PROGRAM TITLES</th>
<th>CIP CODE 6-digit</th>
<th>AREA OF STRATEGIC EMPHASIS</th>
<th>OTHER UNIVERSITIES WITH SAME PROGRAM</th>
<th>OFFERED VIA DISTANCE LEARNING IN SYSTEM</th>
<th>PROJECTED ENROLLMENT in 5th year</th>
<th>PROPOSED DATE OF SUBMISSION TO UBOT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Linguistics</td>
<td>16.0102</td>
<td>GLOBAL</td>
<td>FIU, USF, UF</td>
<td>No</td>
<td>15</td>
<td>Spring 2021</td>
</tr>
<tr>
<td>Aerospace Engineering</td>
<td>14.0201</td>
<td>STEM</td>
<td>UCF, UF</td>
<td>Yes</td>
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<td>Spring 2020</td>
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<tr>
<td>Computer Engineering</td>
<td>14.0901</td>
<td>STEM</td>
<td>FAU, FIU, UCF, USF</td>
<td>Yes</td>
<td>30</td>
<td>Spring 2021</td>
</tr>
</tbody>
</table>

**DOCTORAL PROGRAMS**

<table>
<thead>
<tr>
<th>PROGRAM TITLES</th>
<th>CIP CODE 6-digit</th>
<th>AREA OF STRATEGIC EMPHASIS</th>
<th>OTHER UNIVERSITIES WITH SAME PROGRAM</th>
<th>OFFERED VIA DISTANCE LEARNING IN SYSTEM</th>
<th>PROJECTED ENROLLMENT in 5th year</th>
<th>PROPOSED DATE OF SUBMISSION TO UBOT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Linguistics</td>
<td>16.0102</td>
<td>GLOBAL</td>
<td>UF, USF</td>
<td>No</td>
<td>10</td>
<td>Spring 2021</td>
</tr>
<tr>
<td>Nursing</td>
<td>51.3808</td>
<td>HEALTH</td>
<td>FAU, FIU, UCF, USF</td>
<td>No</td>
<td>9</td>
<td>Spring 2021</td>
</tr>
<tr>
<td>Nurse Anesthesia</td>
<td>51.3804</td>
<td>HEALTH</td>
<td>UNF</td>
<td>No</td>
<td>66</td>
<td>Fall 2019</td>
</tr>
</tbody>
</table>
Accountability Plan

GLOSSARY

4/28/2018

STATE UNIVERSITY SYSTEM of FLORIDA
Board of Governors
Performance Based Funding

1. Percent of Bachelor's Graduates Enrolled or Employed ($25,000+)
   One Year After Graduation

   This metric is based on the percentage of a graduating class of bachelor’s degree recipients who are enrolled or employed (earning at least $25,000) somewhere in the United States. Students who do not have valid social security numbers and are not found enrolled are excluded. This data now includes non-Florida data from 41 states and districts, including the District of Columbia and Puerto Rico. Sources: State University Database System (SUDS), Florida Education & Training Placement Information Program (FETPIP) and Florida Department of Economic Opportunity (DEO) analysis of Wage Record Interchange System (WRIS2) and Federal Employment Data Exchange (FEDES), and National Student Clearinghouse (NSC).

2. Median Wages of Bachelor's Graduates Employed Full-time
   One Year After Graduation

   This metric is based on annualized Unemployment Insurance (UI) wage data from the fourth fiscal quarter after graduation for bachelor’s recipients. This data does not include individuals who are self-employed, employed by the military, those without a valid social security number, or making less than minimum wage. This data now includes non-Florida data from 41 states and districts, including the District of Columbia and Puerto Rico. Sources: State University Database System (SUDS), Florida Education & Training Placement Information Program (FETPIP) and Florida Department of Economic Opportunity (DEO) analysis of Wage Record Interchange System (WRIS2) and Federal Employment Data Exchange (FEDES), and National Student Clearinghouse (NSC).

3. Cost to the Student
   Net Tuition & Fees
   for Resident Undergraduates
   per 120 Credit Hours

   This metric is based on resident undergraduate student tuition and fees, books and supplies as calculated by the College Board (which serves as a proxy until a university work group makes an alternative recommendation), the average number of credit hours attempted by students who were admitted as FTIC and graduated with a bachelor's degree for programs that requires 120 credit hours, and financial aid (grants, scholarships and waivers) provided to resident undergraduate students (does not include unclassified students). Source: State University Database System (SUDS), the Legislature's annual General Appropriations Act, and university required fees.

4. Four Year FTIC Graduation Rate

   This metric is based on the percentage of first-time-in-college (FTIC) students who started in the Fall (or summer continuing to Fall) term and were enrolled full-time in their first semester and had graduated from the same institution by the summer term of their fourth year. FTIC includes ‘early admits’ students who were admitted as a degree-seeking student prior to high school graduation. Source: State University Database System (SUDS).

5. Academic Progress Rate
   2nd Year Retention with GPA Above 2.0

   This metric is based on the percentage of first-time-in-college (FTIC) students who started in the Fall (or summer continuing to Fall) term and were enrolled full-time in their first semester and were still enrolled in the same institution during the Fall term following their first year with had a grade point average (GPA) of at least 2.0 at the end of their first year (Fall, Spring, Summer). Source: State University Database System (SUDS).

6. University Access Rate
   Percent of Undergraduates with a Pell-grant

   This metric is based the number of undergraduates, enrolled during the fall term, who received a Pell-grant during the fall term. Unclassified students, who are not eligible for Pell-grants, were excluded from this metric. Source: State University Database System (SUDS).
<table>
<thead>
<tr>
<th>Title</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>7. Bachelor's Degrees within Programs of Strategic Emphasis</td>
<td>This metric is based on the number of baccalaureate degrees awarded within the programs designated by the Board of Governors as 'Programs of Strategic Emphasis'. A student who has multiple majors in the subset of targeted Classification of Instruction Program codes will be counted twice (i.e., double-majors are included). Source: State University Database System (SUDS).</td>
</tr>
<tr>
<td>8a. Graduate Degrees within Programs of Strategic Emphasis</td>
<td>This metric is based on the number of graduate degrees awarded within the programs designated by the Board of Governors as 'Programs of Strategic Emphasis'. A student who has multiple majors in the subset of targeted Classification of Instruction Program codes will be counted twice (i.e., double-majors are included). Source: State University Database System (SUDS).</td>
</tr>
<tr>
<td>8b. Freshmen in Top 10% of High School Class Applies only to: NCF</td>
<td>Percent of all degree-seeking, first-time, first-year (freshman) students who had high school class rank within the top 10% of their graduating high school class. Source: New College of Florida as reported to the Common Data Set.</td>
</tr>
<tr>
<td>BOG Choice Metric</td>
<td>This metric is based on the percentage of baccalaureate degrees awarded within 110% of the credit hours required for a degree based on the Board of Governors Academic Program Inventory. Note: It is important to note that the statutory provisions of the &quot;Excess Hour Surcharge&quot; (1009.286, FS) have been modified several times by the Florida Legislature, resulting in a phased-in approach that has created three different cohorts of students with different requirements. The performance funding metric data is based on the latest statutory requirements that mandates 110% of required hours as the threshold. In accordance with statute, this metric excludes the following types of student credits (i.e., accelerated mechanisms, remedial coursework, non-native credit hours that are not used toward the degree, non-native credit hours from failed, incomplete, withdrawn, or repeated courses, credit hours from internship programs, credit hours up to 10 foreign language credit hours, and credit hours earned in military science courses that are part of the Reserve Officers' Training Corps (ROTC) program). Source: State University Database System (SUDS).</td>
</tr>
<tr>
<td>9. Percent of Bachelor's Degrees Without Excess Hours</td>
<td>This metric is based on the percentage of baccalaureate degrees awarded within 110% of the credit hours required for a degree based on the Board of Governors Academic Program Inventory. Note: It is important to note that the statutory provisions of the &quot;Excess Hour Surcharge&quot; (1009.286, FS) have been modified several times by the Florida Legislature, resulting in a phased-in approach that has created three different cohorts of students with different requirements. The performance funding metric data is based on the latest statutory requirements that mandates 110% of required hours as the threshold. In accordance with statute, this metric excludes the following types of student credits (i.e., accelerated mechanisms, remedial coursework, non-native credit hours that are not used toward the degree, non-native credit hours from failed, incomplete, withdrawn, or repeated courses, credit hours from internship programs, credit hours up to 10 foreign language credit hours, and credit hours earned in military science courses that are part of the Reserve Officers' Training Corps (ROTC) program). Source: State University Database System (SUDS).</td>
</tr>
<tr>
<td>BOT Choice Metrics</td>
<td>This metric reports the amount of research expenditures that was funded from federal, private industry and other (non-state and non-institutional) sources. Source: National Science Foundation annual survey of Higher Education Research and Development (HERD).</td>
</tr>
<tr>
<td>10a. Percent of R&amp;D Expenditures Funded from External Sources</td>
<td>This metric reports the amount of research expenditures that was funded from federal, private industry and other (non-state and non-institutional) sources. Source: National Science Foundation annual survey of Higher Education Research and Development (HERD).</td>
</tr>
<tr>
<td>10b. Bachelor's Degrees Awarded toMinorities FAU, FGCU, FIU</td>
<td>This metric is the number, or percentage, of baccalaureate degrees granted in an academic year to Non-Hispanic Black and Hispanic students. This metric does not include students classified as Non-Resident Alien or students with a missing race code. Source: State University Database System (SUDS).</td>
</tr>
<tr>
<td>10c. National Rank Higher than Predicted by the Financial Resources Ranking Based on U.S. and World News FSU</td>
<td>This metric is based on the difference between the Financial Resources rank and the overall University rank. U.S. News measures financial resources by using a two-year average spending per student on instruction, research, student services and related educational expenditures - spending on sports, dorms and hospitals doesn't count. Source: US News and World Report's annual National University rankings.</td>
</tr>
<tr>
<td>Metric</td>
<td>Description</td>
</tr>
<tr>
<td>-----------------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>10d. Percent of Undergraduate Seniors Participating in a Research Course</td>
<td>This metric is based on the percentage of undergraduate seniors who participate in a research course during their senior year. Source: New College of Florida.</td>
</tr>
<tr>
<td>10e. Number of Bachelor Degrees Awarded Annually</td>
<td>This metric is the number of baccalaureate degrees granted in an academic year. Students who earned two distinct degrees in the same academic year were counted twice; students who completed multiple majors or tracks were only counted once. Source: State University Database System (SUDB).</td>
</tr>
<tr>
<td>10f. Number of Licenses/Options Executed Annually</td>
<td>This metric is the total number of licenses and options executed annually as reported to Association of Technology Managers (AUTM). The benchmarks are based on UF’s national rank among public &amp; private institutions. Source: University of Florida.</td>
</tr>
<tr>
<td>10g. Percent of Undergraduate FTE in Online Courses</td>
<td>This metric is based on the percentage of undergraduate full-time equivalent (FTE) students enrolled in online courses. The FTE student is a measure of instructional activity that is based on the number of credit hours that students enroll by course level. Distance Learning is a course in which at least 80 percent of the direct instruction of the course is delivered using some form of technology when the student and instructor are separated by time or space, or both (per 1009.24(17), F.S.). Source: State University Database System (SUDB).</td>
</tr>
<tr>
<td>Number of Postdoctoral Appointees</td>
<td>This metric is based on the number of post-doctoral appointees during the Fall term of the academic year. A postdoctoral researcher has recently earned a doctoral (or foreign equivalent) degree and has a temporary paid appointment to focus on specialized research/scholarship under the supervision of a senior scholar. Source: National Science Foundation/National Institutes of Health annual Survey of Graduate Students and Postdoctorates in Science and Engineering (GSS).</td>
</tr>
<tr>
<td>Percentage of Adult Undergraduates Enrolled</td>
<td>This metric is based on the percentage of undergraduates (enrolled during the fall term) who are at least 25 years old at the time of enrollment. This includes undergraduates who are not degree-seeking, or unclassified. Source: State University Database System (SUDB).</td>
</tr>
</tbody>
</table>

**Preeminent Research University Funding Metrics**

- **Average GPA and SAT Score**
  - An average weighted grade point average of 4.0 or higher and an average SAT score of 1200 or higher for fall semester incoming freshmen, as reported annually in the admissions data that universities submit to the Board of Governors. This data includes registered FTIC (student type='B', 'E') with an admission action of admitted or provisionally admitted ('A', 'P', 'X'). Source: State University Database System (SUDB).
<table>
<thead>
<tr>
<th>Metric</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshman Retention Rate (Full-time, FTIC)</td>
<td>Freshman Retention Rate (Full-time, FTIC) as reported annually to the Integrated Postsecondary Education Data System (IPEDS).</td>
</tr>
<tr>
<td>6-year Graduation Rate (Full-time, FTIC)</td>
<td>Cohorts are based on undergraduate students who enter the institution in the Fall term (or Summer term and continue into the Fall term). Percent Graduated is based on federal rate and does not include students who originally enroll as part-time students, or who transfer into the institution.</td>
</tr>
<tr>
<td>National Academy Memberships</td>
<td>National Academy Memberships held by faculty as reported by the Center for Measuring University Performance in the Top American Research Universities (TARU) annual report or the official membership directories maintained by each national academy.</td>
</tr>
<tr>
<td>Science &amp; Engineering Research Expenditures ($M)</td>
<td>Science &amp; Engineering Research Expenditures, including federal research expenditures as reported annually to the National Science Foundation (NSF).</td>
</tr>
<tr>
<td>Non-Medical Science &amp; Engineering Research Expenditures ($M)</td>
<td>Total S&amp;E research expenditures in non-medical sciences as reported to the National Science Foundation (NSF). This removes medical sciences funds from the total S&amp;E amount.</td>
</tr>
<tr>
<td>Patents Awarded (3 calendar years)</td>
<td>Total utility patents awarded by the United States Patent and Trademark Office (USPTO) for the most recent three calendar year period. Due to a year-lag in published reports, Board of Governors staff query the USPTO database with a query that only counts utility patents:&quot;(AN//&quot;University Name&quot; AND ISD/yyyyymmdd-&gt;yyyyymmdd AND APT/1)&quot;.</td>
</tr>
<tr>
<td>Doctoral Degrees Awarded Annually</td>
<td>Doctoral research degrees awarded annually as reported annually by the Board of Governors. The Legislature excluded professional doctoral degrees from this metric. The 2016 Legislature amended this criteria to include professional doctoral degrees awarded in medical and health care disciplines.</td>
</tr>
<tr>
<td>Number of Post-Doctoral Appointees</td>
<td>The number of Postdoctoral Appointees awarded annually, as reported in the TARU annual report. This data is based on National Science Foundation/National Institutes of Health annual Survey of Graduate Students and Postdoctorates in Science and Engineering (GSS).</td>
</tr>
<tr>
<td>Endowment Size ($M)</td>
<td>This data comes from the National Association of College and University Business Officers (NACUBO) and Commonfund Institute’s annual report of Market Value of Endowment Assets.</td>
</tr>
</tbody>
</table>
### Key Performance Indicators

#### Teaching & Learning Metrics

<table>
<thead>
<tr>
<th>Metric</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshmen in Top 10% of HS Graduating Class</td>
<td>Percent of all degree-seeking, first-time, first-year (freshman) students who had high school class rank within the top 10% of their graduating high school class. Source: As reported by the university to the Common Data Set.</td>
</tr>
<tr>
<td>Professional/Licensure Exam First-time Pass Rates</td>
<td>The average pass rates as a percentage of all first-time examinees for Nursing, Law, Medicine (3 subtests), Veterinary, Pharmacy, Dental (2 subtests), Physical Therapy, and Occupational Therapy, when applicable. The average pass rate for the nation or state is also provided as a contextual benchmark. The Board’s 2025 System Strategic Plan calls for all institutions to be above or tied the exam’s respective benchmark. Note about Benchmarks: The State benchmark for the Florida Bar Exam excludes non-Florida institutions. The national benchmark for the USMLE exams are based on rates for MD degrees from US institutions.</td>
</tr>
<tr>
<td>Average Time to Degree for FTIC in 120hr programs</td>
<td>This metric is the number of years between the start date (using the student entry date) and the end date (using the last month in the term degree was granted) for a graduating class of first-time, single-major baccalaureates in 120 credit hour programs within a (Summer, Fall, Spring) year. Source: State University Database System (SUDS).</td>
</tr>
<tr>
<td>Six-Year Graduation Rates</td>
<td>The First-time-in-college (FTIC) cohort is defined as undergraduates entering in fall term or summer continuing to fall with fewer than 12 hours earned since high school graduation. The rate is the percentage of the initial cohort that has either graduated from the same institution by the summer term of their sixth academic year. Both full-time and part-time students are used in the calculation. FTIC includes ‘early admits’ students who were admitted as a degree-seeking student prior to high school graduation. Source: State University Database System (SUDS).</td>
</tr>
<tr>
<td>Bachelor’s and Graduate Degrees Awarded</td>
<td>This is a count of first-major baccalaureate and graduate degrees awarded. First Majors include the most common scenario of one student earning one degree in one Classification of Instructional Programs (CIP) code. In those cases where a student earns a baccalaureate degree under two different degree CIPs, a distinction is made between “dual degrees” and “dual majors.” Also included in first majors are “dual degrees” which are counted as separate degrees (e.g., counted twice). In these cases, both degree CIPs receive a “degree fraction” of 1.0. The calculation of degree fractions is made according to each institution’s criteria. Source: State University Database System (SUDS).</td>
</tr>
<tr>
<td>Bachelor’s Degrees Awarded To African-American and Hispanic Students</td>
<td>Race/Ethnicity data is self-reported by students. Non-Hispanic Black and Hispanic do not include students classified as Non-Resident Alien or students with a missing race code. Degree data is based on first-major counts only – second majors are not included. Percentage of Degrees is based on the number of baccalaureate degrees awarded to non-Hispanic Black and Hispanic students divided by the total degrees awarded - excluding those awarded to non-resident aliens and unreported. Source: State University Database System (SUDS).</td>
</tr>
</tbody>
</table>
Adult (Aged 25+)
Undergraduates Enrolled
Fall term

This metric is based on the age of the student at the time of their Fall term enrollment - not their age upon entry. As a proxy, age is based on birth year not birth date. Note: Unclassified students with a HS diploma (or GED) and above are included in this calculation. Source: State University Database System (SUDS).

Percent of Undergraduate
FTE Enrolled in Online Courses

Full-time Equivalent (FTE) student is a measure of instructional activity that is based on the number of credit hours that students enroll. FTE is based on the US definition, which divides undergraduate credit hours by 30. Distance Learning is a course in which at least 80 percent of the direct instruction of the course is delivered using some form of technology when the student and instructor are separated by time or space, or both (per 1009.24[17], F.S.). Source: State University Database System (SUDS).

The percentage of baccalaureate degrees that are classified as STEM or Health disciplines by the Board of Governors in the Academic Program Inventory. These counts include second majors. Second Majors include all dual/second majors (e.g., degree CIP receive a degree fraction that is less than 1). The calculation of degree fractions is made according to each institution's criteria. The calculation for the number of second majors rounds each degree CIP's fraction of a degree up to 1 and then sums the total. Second Majors are typically used when providing degree information by discipline/CIP, to better conveys the number of graduates who have specific skill sets associated with each discipline. Source: State University Database System (SUDS).

Scholarship, Research & Innovation Metrics

National Academy Members

National Academy Memberships held by faculty as reported by the Center for Measuring University Performance in the Top American Research Universities (TARU) annual report or the official membership directories maintained by each national academy.


Faculty Awards

Total Research Expenditures (SM)

Total expenditures for all research activities (including non-science and engineering activities) as reported in the National Science Foundation annual survey of Higher Education Research and Development (HERD).

Percent of R&D Expenditures funded from External Sources

This metric reports the amount of research expenditures that was funded from federal, private industry and other (non-state and non-institutional) sources. Source: National Science Foundation annual survey of Higher Education Research and Development (HERD).

Utility Patents Awarded

The number of utility patents awarded by the United States Patent and Trademark Office (USPTO) by Calendar year – does not include design, plant or other types.

Licenses/Options Executed

Licenses/options executed in the fiscal year for all technologies – as reported by universities on the Association of University Technology Managers Annual (AUTM) annual Licensing Survey.

Number of Start-up Companies

The number of start-up companies that were dependent upon the licensing of University technology for initiation.
This appendix subcomponent of the 2018 Accountability Plan is in response to the “Florida Excellence in Higher Education Act of 2018” that revised section 1001.706(5), Florida Statutes, to require each university board of trustees to submit a comprehensive proposal to improve undergraduate four-year graduation rates to the Board of Governors for implementation beginning in the fall of 2018 academic semester.

1. Identify academic, financial, policy, and curricular incentives and disincentives for timely graduation.

For the last 20 years, FSU has had a data-driven, strategic initiative to elevate graduation rates and advance student success. We have been designing and building a dynamic learning environment where every student can be challenged, engaged, and supported to grow to their full potential.

We have shown that regardless of background, all students can succeed. FSU has virtually erased retention and graduation rate disparities between all categories of underrepresented students and our traditional students. Our first to second-year student retention rate is now 94%; FSU’s six-year graduation rate is now 80.2%; and the four-year graduation rate is now 68.4%, which is among the top 15 public universities in the country. Student success is at the core of our university, and we continue to help lead the nation in improving the timely, four-year graduation of students.

Our commitment to student success, especially for first-generation and lower socioeconomic students, means we need to address obstacles that students bring with them to FSU and the barriers that may be present as they navigate toward a timely graduation. FSU’s plan to further increase our four-year graduation rate is built upon six pillars, designed to address the many challenges, incentives, and disincentives for timely graduation without increasing student costs:

1. A Success Team Behind Every Student: For many students, particularly first-generation students, navigating higher education, selecting majors and courses, and understanding the many opportunities available at a major research university can be challenging. Our plan continues to build the success teams that help guide and support students along their FSU journey. FSU’s student success teams include combinations of professional Academic Advisors, Career Advisors, College Life Coaches, Peer Mentors, Faculty Mentors, Alumni, and others. Armed with data and predictive analytics, these teams work proactively instead of waiting for students to come to them — helping set student expectations and pathways while providing appropriate guidance along the way.

2. Foundation Communities: Transitioning to and finding your way in a large university can present a host of personal and academic challenges. We plan to continue to launch targeted programs to support and engage students, starting in their first year. These programs provide a peer-community for students and give students scaffolding to help them transition, navigate, and succeed over their four years. Previous examples of these include our nationally recognized: (1) Center for Academic Retention and Enhancement (CARE), which provides transition, support, and engagement for first-generation and low-socioeconomic students; (2) Unconquered Scholars Program, which supports students previously classified as foster care, homeless, or ward of the state; (3) and our Student Veterans Center, which provides comprehensive support to veterans throughout their time at FSU.
3. **A Re-Designed Curriculum:** Some students face challenges succeeding in courses and making steady progress each semester. Our plan continues to redesign gateway courses critical to student success, such as calculus, to promote maximum learning for all students. We also plan to ensure that we have sufficient course and seat availability to meet the growing demand for particular courses, such as STEM laboratory courses. At the same time, we aim to reduce class sizes to facilitate a more engaging learning environment where all students can succeed, as well as increase supplemental instruction and academic support, such as peer tutoring and learning assistance.

4. **Experiential and Global Learning:** At FSU, and nationally, there are gaps among students in their participation in career-building experiential learning, due in part to insufficient information, mentorship, and financial resources. We plan to continue to expand opportunities and financial support for students to engage in applied, hands-on learning, such as internships, study abroad, service-learning, and undergraduate research. Participating in these kinds of experiences improves student learning, graduation rates, and post-graduation outcomes, particularly for underrepresented students.

5. **Leadership and Personal Development:** Engaging students outside the classroom is critical to helping students connect with the campus community and elevating student success. Our plan continues to increase opportunities beyond the classroom, including opportunities to serve in over 700 student organizations; develop leadership skills in one of several professional development programs; and develop the habits of healthy living—both physically and mentally—through programs in recreation, counseling, and wellness.

6. **College to Career:** Many students have difficulty discerning their professional and personal trajectory. Helping students recognize their future professional pathways increases student motivation for a timely graduation, providing students clearer pathways for what comes after graduation. We will continue to expand the guidance, support, and reflection students need to launch successfully after graduation, particularly through the continued expansion of our Career Center programming, such as earlier career planning, career portfolios, career-fairs, and other forms of professional development.
2. Outline the implementation of a proactive financial aid program to enable full-time students with financial need to take at least 15 credit hours in the fall and spring semesters.

In 2016, Florida State University launched an effort to improve student success and four-year graduation rates by encouraging our students to take at least 15 hours in the fall and spring semesters. This campaign, our Take 15 effort, was informed by data, which suggested that by taking 15 hours, students spent more time in a formative academic environment, resulting in better overall performance. The Take 15 campaign, recently recognized with a Florida TaxWatch Prudential Productivity Award, has significantly increased the number of students taking at least 15 credit hours per term and increased student performance. Importantly, this increase in credit hours and academic performance was seen across all the diverse student populations of FSU.

Specifically to support the timely graduation of students with financial need, FSU also amended our financial aid packages. All resident lower-income students now receive aid that covers tuition and fees for 15 credit hours in the Fall and Spring semesters. This amended financial aid packaging covers over 7,500 students each year, and in 2017-18, this group of students was disbursed nearly $50 million dollars in financial aid, with about $14 million of FSU-funded institutional aid.

In addition, for students who may require additional resources for timely graduation, we are expanding our microgrant program, effective Fall 2018. FSU is participating in a new initiative with the Association of Public and Land Grant Universities (APLU) and the U.S. Department of Education’s Institute of Education Sciences to proactively award students micro-grants of up to $2,000 each. Students with financial need who meet the criteria will not need to apply for this grant; funding will be automatically deposited into their accounts to support the costs they may have as they work toward graduation.
3. The signature below of the Chair of the university board of trustees certifies that the information in this plan is true and correct to the best of my knowledge and that the board of trustees provides assurances that there will be no increased cost to students associated with the above plans, per Section 1001.706(5) of the Florida Statutes.

Certification: ____________________________  Date: ________________

(Chair, University of Board of Trustees)
MEMORANDUM

TO: President Thrasher

FROM: Kyle Clark

DATE: May 23, 2018

SUBJECT: Reimbursement Resolution for Student Union Financing Request for Approval

In anticipation of the construction and internal financing of the new Student Union, the attached Reimbursement Resolution (the "Resolution") declares the University’s official intent to allow for reimbursement of capital expenditures with proceeds from long-term taxable or tax-exempt debt obligations.

The Resolution creates an option, but not an obligation, for the University to reimburse itself in the future. Under federal tax laws, the University may reimburse itself with proceeds of tax-exempt bonds for certain expenditures made up to 60 days prior to the date of the Resolution. The reimbursement must take place within 18 months after the project is placed in service, and in no event later than 3 years from the date of the expenditure for which the University seeks reimbursement.

I recommend your approval.

KC/rg

Attachment
RESOLUTION OF THE BOARD OF TRUSTEES OF
THE FLORIDA STATE UNIVERSITY TO DECLARE
INTENT TO BE REIMBURSED FOR EXPENDITURES
RELATED TO CERTAIN CAPITAL PROJECTS;
PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, The Florida State University Board of Trustees (the “Board”) expects
to incur capital expenditures aggregating approximately $128,000,000 to finance the
construction, installation and equipping of certain capital improvements consisting of
construction and renovation of a student union facility (the “Project”); and

WHEREAS, funds for the Project will be provided on an interim basis from
existing cash resources and an internal loan of the Board (the “Temporary Advances”); and

WHEREAS, pursuant to the budgetary and financial policies and practices of the
Board, it is reasonably expected that the Project will be financed on a long-term basis with tax-
exempt or taxable debt; and

WHEREAS, except for architectural, engineering and similar preliminary
expenditures, this Resolution is being adopted prior to or within 60 days after payment of the
capital expenditure to be reimbursed; and

NOW, THEREFORE, it is resolved as follows:

RESOLVED, the Board hereby declares official intent for the purposes of Section
1.150-2 of the Treasury Regulations, as follows: it is reasonably expected that (a) Temporary
Advances for the Project will be reimbursed, in whole or in part, from the proceeds of debt to
be incurred by the Board; (b) the principal amount of such debt will not exceed $128,000,000.00
in aggregate for the Project (which amount includes the capital expenditures paid for with the
Temporary Advances, plus an allowance for reserve funds, financing costs and original issue
discount); (c) the debt for the Project will be incurred within 18 months following the later of (i)
the date the capital expenditure to be reimbursed was paid, or (ii) the date on which the Project
is placed in service, but no later than three years after the date of such capital expenditure for
the Project; and (d) the authorization and terms of the debt shall be subject to approval in
accordance with the bylaws and policies of the Board.

This Resolution shall take effect immediately upon its adoption.

Dated this ___ day of June, 2018

THE BOARD OF TRUSTEES OF FLORIDA STATE
UNIVERSITY

By: ____________________________

Print Name _____________________

Its Secretary
1. **Introduction**  
The Office of Inspector General Services (OIGS) provides internal auditing and investigative services at Florida State University.

Internal auditing is an independent, objective assurance and consulting activity designed to add value and improve University operations. It helps the University accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

Investigations are performed to address alleged fraud, waste, abuse or other wrongdoing which could result in the loss or misuse of University resources. Such wrong-doing may come to the attention of the Office during an audit or investigation or through reporting by University faculty, staff, students, or the general public.

2. **Authority for the Office**  
The Florida State University President and Board of Trustees (BOT) initially approved a charter for the Office of Audit Services in September 2003. Subsequently, in November 2012, the President approved changing the name from the Office of Audit Services to the Office of Inspector General Services (OIGS).

3. **Vision**  
The OIGS vision is to be an exemplary professional audit and investigative organization that adds value, promotes accountability, fosters transparency and understanding, and to be viewed by the University as essential to the proper functioning of University controls and operations.

4. **Mission**  
The OIGS’ mission is to provide an independent, objective, and comprehensive program of auditing and investigations; to advance accountability through the provision of assurance and consulting services and investigations; and to actively work with University Boards and Committees, management, faculty, and staff in identifying risks, evaluating controls, and making recommendations that promote economical, efficient, effective, equitable, and ethical delivery of services.
5. Organization

The OIGS, headed by the Chief Audit Officer (CAO), provides a central point in the University for coordinating and carrying out activities that promote accountability, integrity, and objectivity. The Chair of the Audit and Compliance Committee of the BOT will work in concert with the University President regarding hiring and termination of the CAO. The Chief Audit Officer will report directly and administratively to the University President, functionally to the Audit and Compliance Committee Chair, and he/she shall have unrestricted access to the Board of Trustees.

The Board of Trustees will:

a. Approve the charter of the OIGS;

b. Review the charter at least every three (3) years for consistency with applicable law, Board of Governors (BOG), and University regulations and policies, professional standards, and best practices;

c. Approve the risk-based annual OIGS workplan;

d. Receive communications from the CAO on performance relative to the audit plan and other significant matters coming to the attention of the CAO during the year;

e. Provide to the President, through the Chair, an annual assessment of the performance of the Chief Audit Officer; and

f. Make appropriate inquiries of management and the CAO to determine the existence of scope or resource limitations.

Any allegations related to wrongdoing by the CAO shall be reported to the Board of Governors, University President, and Chair of the BOT Audit and Compliance Committee for their review and disposition.

6. Code of Ethics

All OIGS staff shall abide by the Florida Code of Ethics for Public Officers and Employees as provided for in Florida Law, any additional code of ethics or conflict of interest policy of the University, and the Code of Ethics issued by The Institute of Internal Auditors and the Association of Inspectors General.

7. Independence and Objectivity

To permit independence and objectivity in mental attitude and appearance, the OIGS will remain free from interference from any element in the University to include matters of selection, scope, procedures, frequency, timing, report content, and report issuance. The OIGS will have no direct authority or responsibility over any of the activities it reviews. The OIGS will not implement internal controls, develop and write policies or procedure, design or install systems, or engage in any other activity that may impair independence or objectivity. The OIGS may review
management initiated initiatives and provide advice and counsel to University departments. Management assistance activities that the OIGS may perform shall meet professional auditing standards and shall result in management accepting responsibility for actions taken in response to accepted recommendations.

OIGS staff will exhibit the highest level of professional objectivity in gathering, evaluating, and communicating information about the activities or processes being examined. OIGS staff will make a balanced assessment of all relevant circumstances and not be unduly influenced by their own interests, or those of others, in forming conclusions on engagement results.

8. Authority and Access to Records
The OIGS provides audit and investigative services to all entities of Florida State University, including schools, colleges, departments, auxiliary enterprises, and Direct Support Organizations (DSOs). Accordingly, the OIGS is authorized to:
   a. Have unlimited and unrestricted access to all data, books, records, files, property, information systems, and personnel of Florida State University and its DSOs and component units as deemed necessary to carry out duties and responsibilities;
   b. Have “right-to-access” language in all University contracts that allow OIGS access to contractor records supporting amounts due or received, amounts paid or owed, or documentation supporting work products prepared for any University entity;
   c. Allocate resources, establish schedules, select subjects, determine scopes of work, and apply techniques required to accomplish objectives; and
   d. Obtain essential assistance and cooperation of personnel in areas of the University where audits and investigations are performed.

9. Standards and Professionalism
Audit and compliance activities will be governed by adherence to The Institute of Internal Auditor’s Professional Practices Framework, which is composed of the Core Principles, the Definition of Internal Auditing, the Code of Ethics, and the International Standards for the Professional Practice of Internal Auditing. Other professional auditing standards may be followed, as applicable to the audit engagement.

Investigative services will be governed by adherence to Principles and Standards for Offices of Inspector General issued by the Association of Inspectors General and Standards for Complaint Handling and Investigations for the State University System of Florida.
The OIGS will adhere to and be guided by applicable Florida law, as well as State University System Board of Governors, Florida State University Board of Trustees, and University regulations, policies, and procedures.

10. Scope of Work
The OIGS’ scope of internal audit and investigative work will include all University colleges, schools, departments, auxiliaries, DSOs and component units. The scope of work will help to ensure that significant:
   a. Risks are appropriately identified and managed;
   b. Assets and resources are properly controlled and safeguarded;
   c. Financial and operational information is accurate and reliable;
   d. State and federal laws, rules, and regulations are complied with; and
   e. Programs and operations are efficient and effective.

The scope of internal auditing work encompasses, but is not limited to, the examination and evaluation of the adequacy and effectiveness of the University’s risk management, control, and governance processes. All such work shall be performed with the overarching understanding that establishment of adequate risk management, controls, and governance processes and monitoring thereof are a management responsibility.

11. Duties and Responsibilities
Responsibilities of the OIGS and the CAO are to:
   a. Develop an internal audit workplan based on a prioritization of the audit universe using a risk-based methodology, including input from the BOT, University President, and senior management. The CAO will review and adjust the plan as necessary in response to changes in the University’s activities, risks, operations, programs, systems, and controls. Any significant deviation from the approved audit workplan will be discussed with the BOT Audit Committee and communicated, as appropriate, to the President and BOT.
   b. The approved workplan shall be provided to appropriate University management and the BOG’s Office.
   c. Include in the annual internal audit workplan a schedule of planned audit hours to be applied for the year. The CAO will communicate the impact of resource limitations and significant interim changes to the BOT Audit and Compliance Committee.
   d. Prepare a long-range audit workplan covering no less that a three-year period. The workplan will be revised as needed to meet the requests and needs of the President, Board of Trustees, and the University.
e. Perform assurance and consulting engagements and investigations in accordance with the annual workplan taking into consideration any special tasks or projects requested by University management and the BOT Audit and Compliance Committee.

f. For each audit prepare and distribute a final draft report to the person(s) responsible for supervision of the program function or operational unit who shall respond to the identified issues and recommendations within 20 working days. Such response shall include management’s overall response about the audit and proposed actions to address issues and recommendations, the person(s) directly responsible for addressing the identified issues, and a target date for estimated completion.

g. For each audit prepare and timely issue a final written audit report to the BOT, President, BOG, other Boards and Committees, and senior management most responsible for the program, activity, or function audited. The final report will include management’s overall response and proposed actions to address issues identified and related recommendations. As needed and appropriate in the circumstances, any CAO rebuttal or clarifications to management’s response shall be included in the final written audit report or otherwise made available.

h. Protect all audit working papers and notes related to an audit, and all information received, produced, or derived from an investigation, until such time as a final audit or investigative report is issued.

i. Review management’s follow-up activities intended to address observations or recommendations of external audit or regulatory agencies to include any reports issued by the Auditor General, the Office of Program Policy and Government Accountability, a federal audit organization or its subcontractors, DSO external auditors, or others. All significant findings will remain as open issues until cleared.

j. Conduct follow-up activities for OIGs issued audits at least every six months. As warranted by the specific issues, follow-up activities may occur at any time to protect University financial and program operations.

k. Report the results of any investigation performed in accordance with OIGS policies and procedures.

l. Periodically report in writing and verbally upon request to the BOT, President, and senior management on OIGs activities as well as its performance relative to: its workplan; significant risk exposures and control issues, including fraud/abuse, risk, and governance issues; and other matters as needed or requested.

m. Report at every Board of Trustees Audit and Compliance Committee meeting or at other times, depending on whether there are significance issues of which the Committee should be made aware for their information, discussion, direction, and/or disposition.

n. Hire and retain professional staff with sufficient knowledge, skills, and experience, and professional certifications to fulfill the responsibilities of the OIGS, and ensure
appropriate and required training and education is provided to staff in accordance with applicable professional education standards.

o. Maintain a quality assurance and improvement program that meets the requirements of standards followed. The CAO will communicate to senior management, the BOT, and BOG on the quality assurance and improvement program to include the results of an external quality control review which is to be conducted in accordance with the time requirements of the applicable audit and investigative standards followed.

p. Investigate allegations of suspected abuse/fraudulent activities within the University and provide to the BOG, University management and the BOT Audit and Compliance Committee investigative reports issued.

q. Address allegations of waste, fraud, or financial mismanagement. The CAO will use professional judgment in assessing materiality such that it would be appropriate to inform the BOG Office of Inspector General and Director of Compliance of such allegations. Significant and credible allegations shall be addressed to meet the requirements of BOG Regulation 4.001.

r. Investigate complaints received under the State Whistle-blowers Act pursuant to sections 112.3187-112.31895, Florida Statutes, as applicable.

s. Report allegations received by the OIGS that the CAO has reason to believe involve potential violations of criminal law to the University Police, other law enforcement agencies, and other responsible state or federal agencies, as appropriate.

t. Report information received of known or suspected child abuse, abandonment, or neglect committed on the property of the university or during an event or function sponsored by the University to the Florida Department of Children and Families.

u. Assist University Police and other law enforcement organizations with criminal financial and other investigations as requested.

v. Maintain a reporting system that includes mechanisms available for anonymity or confidentiality, whereby University employees and agents may report or seek guidance regarding potential or actual conflicts of interest, as well as significant abuse, fraud, or criminal conduct, without fear of retaliation. In cases where a component of the reporting system is managed by another operational unit, the CAO shall have access to reported information.

w. Work cooperatively with the University Compliance and Ethics Officer in the determination of issues that can be addressed most appropriately and efficiently jointly, or by one Office or the other.

x. Provide training to the University community on internal control, risks management, fraud, abuse, and other matters for which the OIGS has expertise.

y. Maintain a proper balance of audits, investigations, and other accountability activities, with a view toward avoiding any duplication of effort with external auditors.
z. Coordinate and cooperate with external auditors and regulators, and consider the scope of their work for the purpose of providing optimal audit coverage to the University at reasonable costs.

aa. Review all DSO financial statements and the related external audit reports issued for completeness and compliance with applicable Generally Accepted Accounting Principles, Generally Accepted Government Auditing Standards, and applicable laws, rules, and regulations.

bb. Assist and provide technical advice and support to the BOT Audit and Compliance Committee in its selection of any external auditors/consultants to perform work within the University. The OIGS will have primary responsibility for implementing, coordinating, and managing such contracts involving external auditors/consultants. The OIGS will assist and provide technical advice and support to the BOT Audit and Compliance Committee in its oversight of DSOs that select external auditors/consultants to perform work for them.

cc. Distribute to the Board of Governors, Board of Trustees, University President, and senior management an Annual Report that describes the OIGS accomplishments and significant audits and investigations conducted during the preceding year. The report shall be issued by September 30 following the end of each fiscal year.

________________________________________  __________________________
Chief Audit Officer  Date

________________________________________  __________________________
President  Date

________________________________________  __________________________
Audit and Compliance Committee Chair  Date
History: 9-2013; revised 08-18-2010; 11-19-2012; 3-4-2016.
FLORIDA STATE UNIVERSITY

UNIVERSITY COMPLIANCE AND ETHICS CHARTER

PURPOSE AND MISSION

FSU’s Office of Compliance and Ethics (Office) provides oversight and guidance to all areas of the institution in the areas of compliance and ethics. The Office provides centralized and coordinated oversight through the ongoing development of effective policies and procedures, education, training, monitoring, communication, and response to reported issues, as required by Chapter 8 of the Federal Sentencing Guidelines and Board of Governors Regulation 4.003. These guidelines and regulation set forth the requirements of an effective compliance and ethics program that maximizes compliance with laws, regulations, rules, and policies and promotes ethical conduct.

The mission of the Office is to support and promote a culture of compliance, ethics, and accountability through its institutional compliance and ethics program (Program).

REPORTING STRUCTURE AND INDEPENDENCE

The Office, led by the Chief Compliance and Ethics Officer (CCEO), reports administratively to the University President and functionally to the university Board of Trustees and the Audit and Compliance Committee of the Board of Trustees. Hiring and retention of the CCEO shall be coordinated with the Board of Trustees. The CCEO and the Office shall have full independence and objectivity to perform their responsibilities as described herein. All activities of the Office shall remain free from actual or perceived influence or impairment.

AUTHORITY

Authority is granted to the CCEO and the Office for full and unrestricted access to all university and direct support organization records, physical properties, activities, information systems, and personnel relevant to any issue or function under review. All employees shall assist the CCEO and the Office in fulfilling the requirements of their jobs.

DUTIES AND RESPONSIBILITIES

The following elements define the duties and responsibilities of the Office:

1. Oversight of compliance and ethics and related activities
2. Development of effective lines of communication
3. Providing effective training and education
4. Revising and developing policies and procedures
5. Performing internal monitoring, investigations, and compliance reviews
6. Responding promptly to detected problems and undertaking corrective action
7. Enforcing and promoting standards through appropriate incentives and disciplinary guidelines
8. Measuring Program effectiveness
9. Oversight and coordination of external inquiries into compliance with federal and state laws and take appropriate steps to ensure safe harbor
The CCEO and staff will:

a) Develop a Program plan based on the requirements for an effective program. The Program plan and subsequent changes shall be provided to the Board of Trustees for approval. A copy of the approved plan shall be provided to the Board of Governors.

b) Provide training to university employees and members of the Board of Trustees regarding their responsibility and accountability for ethical conduct and compliance with applicable laws, regulations, rules, policies, and procedures.

c) Obtain an external review of the Program’s design and effectiveness at least once every five (5) years. The review and any recommendations for improvement will be provided to the President and the Board of Trustees. The assessment will be approved by the Board of Trustees and a copy provided to the Board of Governors.

d) Identify and provide oversight and coordination of compliance officers and partners responsible for compliance and ethics related activities across campus and provide communication, training, and guidance on the Program and compliance and ethics related matters.

e) Administer and promote a compliance and ethics hotline, an anonymous mechanism available for reporting of potential or actual misconduct and violations of university policy, regulations, or law, and work to ensure that no individual faces retaliation for a good faith report.

f) Maintain and communicate the university’s policy on reporting misconduct and protection from retaliation and ensure the policy articulates the steps for reporting and escalating matters of alleged misconduct, including criminal conduct, when there are reasonable grounds to believe such conduct has occurred.

g) Communicate routinely to the University President and the Board of Trustees regarding Program activities. Annually report on the effectiveness of the Program. A copy of the report shall be provided to the Board of Governors.

h) Promote and enforce the Program, in consultation with the University President and the Board of Trustees, consistently through appropriate incentive and disciplinary measures to encourage a culture of compliance and ethics. Failures in compliance and ethics will be addressed through appropriate measures, including education or disciplinary action.

i) Initiate, conduct, supervise, coordinate, or refer to other appropriate offices such inquiries, investigations, or reviews deemed appropriate in accordance with university regulations, policies, or procedures, and/or state or federal rules, laws, or regulations. Submit final reports to appropriate action officials at the conclusion of inquiries, investigations, or reviews conducted by the Office.

j) Make necessary modification to the Program in response to detected non-compliance, unethical behavior, or criminal conduct and takes steps to prevent occurrence.

k) Assist the university in its responsibility to use reasonable efforts to exclude within the university and its affiliated organizations individual whom it knew or should have known through the exercise of due diligence to have engaged in conduct not consistent with an effective Program.

l) Coordinate or request compliance activity information or assistance as necessary from any university, federal, state, or local government entity. Oversee and coordinate external inquiries into compliance with federal and state laws and take appropriate steps to ensure safe harbor in instances of non-compliance.
PROFESSIONAL STANDARDS

The Office adheres to the Florida Code of Ethics and the Code of Professional Ethics for Compliance and Ethics Professionals.

ASSESSMENT OF CHARTER

This charter will be reviewed at least every three (3) years for consistency with applicable Board of Governors and university regulations, professional standards, and best practices. Subsequent changes will be submitted to the Board of Trustees for approval. A copy of the charter and any subsequent changes will be provided to the Board of Governors.

________________________  ________________________
Chief Compliance and Ethics Officer  Date

________________________  ________________________
President  Date

________________________  ________________________
Audit and Compliance Committee Chair  Date
Florida State University
Audit and Compliance Committee Charter

1. Purpose

The Audit and Compliance Committee (the Committee) is a standing committee of the Florida State University Board of Trustees (BOT). The purpose of the Committee is to provide assurances to the BOT regarding University risk management, control, and governance processes thereby assisting the BOT in fulfilling its statutory, fiduciary, and oversight responsibilities. Additionally, the Committee shall provide oversight and direction to the Office of Inspector General Services (OIGS) and the Office of Compliance and Ethics (OCE).

2. Authority

The Board authorizes the Committee to:

2.1 Perform activities within the scope of this charter.
2.2 Participate, through the Chair, in the process of appointment, evaluation, and/or dismissal of the Chief Audit Officer (CAO) or the Chief Compliance and Ethics Officer (CCEO).
2.3 Have unrestricted access to management, faculty, and employees of the university and its component units, all of whom are directed to cooperate with the Committee’s request.
2.4 Meet as needed with those persons responsible for University compliance with state and federal laws and applicable rules, regulations, and policies.
2.5 Have access to all books, records, and facilities thereof of the University.
2.6 Study or investigate any matter related to audit, compliance, or related concerns such as potential fraud or conflicts of interest that the Committee deems appropriate.
2.7 Retain independent counsel, or others to advise the Committee or assist in the conduct of an investigation upon approval of the BOT.
2.8 Meet with the University’s General Counsel to review any legal matters that may have a significant impact on the University’s overall finances, operations, and compliance with regulatory agencies.
2.9 Provide oversight and direction to the OIGS and the OCE to include reviewing and recommending BOT approval of the annual work plan.
2.10 Provide oversight of audits performed of the University and its component units by state and federal auditors, to include the Auditor General, as well as external auditors.
2.11 Review this Charter at least once every three (3) years for consistency with applicable law, BOG, and University regulations and policies, professional standards, and best practices.
2.12 Nothing in this Charter shall be construed to limit the authority of the BOT or the Committee.

3. Organization

Composition

3.1 The Committee shall be appointed and comprised of members of the Florida State University Board of Trustees as provided for in the BOT Operating Procedures.

3.2 The members will be free from any financial, family, or other material personal relationships, including relationships with members of University management, University Office of Inspector General Services and Office of Compliance and Ethics staff, and other professional consultants that would interfere with the exercise of his or her independence to perform assigned duties and responsibilities.

3.3 The majority of the Committee members will be financially literate and collectively having experience in accounting, finance, business, internal controls, risk management, and ethics.

3.4 If possible, the Committee will include at least one member who is considered an accounting or financial expert having an understanding of generally accepted accounting principles and financial statements, internal controls, and the role and responsibilities of internal and external auditors.

Meetings

3.5 A simple majority of the members of the Committee will constitute a quorum for the transaction of business.

3.6 The Committee will meet during regularly scheduled BOT meeting days, or at a minimum of three times per year. Additional meetings may occur as circumstances dictate.

3.7 The Committee Chair will approve the meeting agenda prior to each meeting subject to amendment at the Committee meeting.

3.8 The Committee shall maintain written minutes of meetings.

3.9 The Committee will look to the CAO and the CCEO for staffing and other administrative needs relating to Committee operation.

4. Internal Controls

The Committee will:

4.1 Evaluate the overall effectiveness of the University’s system of internal control to include the control environment, risk assessment, control activities, information and communications systems, and monitoring thereof.
4.2. Provide oversight of the University’s internal control structure and the processes in place to ensure the effectiveness and reliability of business, financial and information systems controls.

4.3 Understand the internal control system implemented by management for the University and each component unit for the approval of transactions and the recording and processing of financial data.

5. Risk Management

The Committee will:

5.1 Provide oversight of the University’s enterprise risk management process by reviewing procedures in place to assess and minimize significant risk.

5.2 Review and consider the effectiveness of the University’s process for identifying significant financial, operational, reputational, strategic, compliance and regulatory risk or exposure and management’s plans and efforts to control and monitor such risks.

5.3 Obtain management assurances that internal controls have been established to mitigate major identified risks.

5.4 Evaluate the University’s monitoring of insurance coverage and the process used to identify and manage any uninsured risks.

6. Compliance with Laws, Rules, Regulations, Contracts, and Agreements

The Committee will:

6.1 Review the effectiveness of management’s system for monitoring compliance with laws, rules, regulations, contracts and agreements and for follow-up on any reported non-compliance, fraud, abuse, or ethics violations.

6.2 Obtain regular updates from management and legal counsel regarding compliance matters that may have a material impact on the University’s operations, financial statements, programs, or ethics policies.

6.3 Review and discuss any significant results of compliance audits; any significant matters of litigation or contingencies that may materially affect the University’s financial statements; and any legal, tax or regulatory matters that may have a material impact on University operations, financial statements, policies and programs.

6.4 Ensure that significant compliance findings and recommendations made by the university compliance officer or audit officer are received, discussed, and appropriately acted upon.

6.5 Review the effectiveness of the system for monitoring compliance with laws and regulations and follow-up (including disciplinary action) of significant wrongful acts or non-compliance.
6.6 Ascertaining whether the University has an effective process for determining risks and exposure from asserted and unasserted litigation and other claims of noncompliance with laws and regulations.

6.7 Obtain reports concerning financial fraud resulting in losses in excess of $10,000 or of any amount involving a member of senior management.

6.8 Obtain regular updates from the CCEO and CAO regarding compliance matters that may have a material impact on the organization’s financial statements, compliance program, conflict of interest, or ethics policies.

6.9 Review and approve procedures for the receipt, retention, and treatment of complaints regarding financial, compliance, ethics, and conflict of interest matters.

6.10 Review the University’s monitoring of compliance with University policies and standards of ethical conduct and conflict of interest policies.

6.11 Review findings of any examinations by state and federal regulatory agencies.

6.12 Review the University’s process for monitoring contracts and agreements significant to University operations.

7. Ethics and Business Conduct

The Committee will:

7.1 Review University processes to ensure actual or potential conflicts of interest are clearly defined.

7.2 Review the process followed to assure the University’s code of conduct and is communicated to all employees on an annual basis.

7.3 Review University processes to require the reporting and approval of outside businesses involvement, employment, and consulting services.

7.4 Review University policies relating to ethics and business conduct, financial disclosure, and environmental health and safety.

8. Financial Reporting

Financial Statements and Reports

Management is responsible for the preparation, presentation, and integrity of the University’s financial statements and for the appropriateness of the accounting principles and reporting policies used by the University. The following shall be the principle duties and responsibilities of the Committee regarding financial statements:

8.1 Review the annual audited financial statements and ensure that significant findings and recommendations made by the auditors and management’s response are received, discussed, and appropriately acted upon.

8.2 Make inquiries of management and auditors concerning the adequacy and effectiveness of the University’s systems of financial reporting and internal control and compliance.
8.3 Discuss with management, the State Auditor General, and/or other external auditors the appropriateness of accounting principles used by the University and component units.
8.4 Review the audit report on Federal Awards as required by OMB Circular A-133 and State Awards required by Section 215.97, Florida Statutes.
8.5 Review the annual audit reports of component units, including management responses and corrective action plans to address the resulting recommendations.
8.6 Review significant accounting and reporting issues and recent professional regulatory pronouncements, and the impact on the financial statements of the University.
8.7 Review compliance with federal and state guidelines for financial reporting.

9. **External Auditors**

9.1 Monitor the work of the State Auditor General and other external auditors engaged to perform work within the University.
9.2 Review and assist in resolution of any disagreements between management and the external auditors regarding financial reporting.
9.3 Inquire of management as to whether external audits of DSO’s are being acquired in accordance with BOT Regulation 2.025.
9.4 Inquire of management as to whether external audits of auxiliaries are being acquired within the spirit and intent of BOT Regulation 2.025 that is applicable to DSO’s.
9.5 Provide oversight of component units (DSO’s and auxiliaries) that select external auditors to perform audit work.

10. **Office of Inspector General Services**

10.1 Review and approve the annual work plan, ensuring it addresses key areas of risk.
10.2 Approve and periodically review the charter, staffing, and activities of the OIGS.
10.3 Review a summary of significant findings and recommendations of completed work including management’s response and time frame for corrective actions and the appropriateness of proposed actions.
10.4 Obtain periodic progress reports on the status of execution of work plans.
10.5 Review significant changes or deviations from approved work plans.
10.6 Determine the degree of implementation of past recommendations and the sufficiency of actions taken in addressing those recommendations.
10.7 Ensure there are no unjustified restrictions or limitations on the scope of work.
10.8 Through the Chair and with Committee input, provide the President an annual assessment of the performance of the CAO.
10.9 Discuss with the CAO any difficulties encountered in the course of work, including restrictions on the scope of work or access to required information, and any lack of cooperation.
10.10 Review the results of periodic quality assurance reviews performed by external organizations that assess whether work of the OIGS meets professional standards.
10.11 Identify areas warranting policy changes, if any, and make recommendations to the BOT.
10.12 Meet with the CAO to discuss any issues of concern.
10.13 Review controls and guidelines for receiving and investigating reported fraud, waste, or abuse.
10.14 Review guidelines for the CAO receiving and investigating complaints relating to the Whistle-blower’s Act pursuant to Chapter 112, Florida Statutes.
10.15 Require the CAO to annually report in writing on the activities of the OIG.

11. Office of Compliance and Ethics

11.1 Provide governance oversight of the compliance program.
11.2 Review at least every three (3) years and approve the OCE charter and any subsequent revisions.
11.3 Review and approve the OCE Program Plan and any subsequent changes.
11.4 Review a summary of significant findings and recommendations of completed work including management’s response and timeframe for corrective actions and the appropriateness of proposed actions.
11.5 Review the independence, qualifications, activities, resources, and structure of the compliance and ethics function and ensure no unjustified restrictions or limitations are made.
11.6 Determine the degree of implementation of past recommendations and the sufficiency of actions taken in addressing those recommendations.
11.7 Through the Chair, and with input from the Committee provide the President an annual assessment of the performance of the CCEO.
11.8 Review the CCEO’s annual report on the effectiveness of the compliance program.
11.9 Review the effectiveness of the University’s efforts to comply with BOG regulations and any applicable federal, state, and local laws, rules, and regulations.
11.10 Review the effectiveness of the compliance and ethics program in preventing and detecting noncompliance, unethical behavior, and criminal misconduct and ensure that it has appropriate standing and visibility across the University.
11.11 Identify areas warranting policy changes, if any, and make recommendations to the BOT.
11.12 Obtain regular updates from the CCEO regarding compliance and ethics matters that may have a material impact on the University’s financial statements or compliance policies.
11.13 Review controls and guidelines for receiving and investigating reported compliance, or ethics complaints.
11.14 Review guidelines relating to CCEO responsibilities under applicable sections of the Federal Sentencing Guidelines.
11.15 Require the CCEO to annually report in writing on the activities of the OCE.
11.16 Review at least once every five years, an external evaluation of the OCE program's design and effectiveness and approve any recommendations for improvement.

This Audit and Compliance Committee Charter is hereby adopted on ____________, 2018

__________________________________  __________________________
Board of Trustee Chair               Date

__________________________________  __________________________
Audit and Compliance Committee Chair Date
BYLAWS OF
THE FLORIDA STATE UNIVERSITY FOUNDATION, INC.
A Nonprofit Foundation
ADOPTED OCTOBER 15, 1965
Amended:
October 15, 1977 May 19, 2001 May 18, 2012
October 21, 1989 February 16, 2002 May 16, 2014
October 7, 1995 October 8, 2005 May 19, 2017
May 18, 1996 October 20, 2006 April 13, 2018

TABLE OF CONTENTS

ARTICLE I GOVERNANCE
Section 1: Definitions and Organization
Section 2: The Board of Trustees
Section 3: Meetings
Section 4: Quorums and Voting
Section 5: Attendance, Removal and Vacancies
Section 6: Conflicts of Interest

ARTICLE II OFFICERS
Section 1: Chair
Section 2: Chair Elect
Section 3: Foundation President
Section 4: Executive Vice President
Section 5: Secretary
Section 6: Assistant Secretary
Section 7: Treasurer
Section 8: Assistant Treasurer
Section 9: Removal and Vacancies

ARTICLE III COMMITTEES
Section 1: Establishment or Dissolution of Committees
Section 2: Conduct of Committee Meetings
Section 3: Executive Committee
Section 4: Finance Committee
Section 5: Audit Committee
Section 6: Investment Committee
Section 7: Trusteeship Committee
Section 8: Development Committee
Section 9: Donor Stewardship Committee

ARTICLE IV AMENDMENTS

ARTICLE V SEAL

ARTICLE VI INDEMNIFICATION
ARTICLE VII  FISCAL MATTERS
Section 1: Fiscal Year
Section 2: Contributions
Section 3: Depositories
Section 4: Financial Review
Section 5: Authorized Actions

ARTICLE VIII  OPERATIONAL MATTERS
Section 1: Execution of Documents
Section 2: Books and Records
Section 3: Nonprofit Operations – Compensation and Reimbursements
Section 4: Limitations
Section 5: Foundation Employees

ARTICLE IX  OTHER MATTERS
Section 1: Rules of Order
Section 2: Dissolution
ARTICLE I—GOVERNANCE

Section 1: Definitions and Organization

a. Definitions

As used in these bylaws, except where the context otherwise clearly indicates:

1) Foundation: refers to the Florida State University Foundation Inc., a nonprofit corporation created as a direct support organization of Florida State University;
2) University: refers to Florida State University;
3) Trustee or member: these terms shall be interchangeable and refer to any member of the Board whether elected, appointed, ex officio, voting or non-voting;
4) Annual meeting: refers to the board meeting held in the spring;
5) Regular trustee: refers to those trustees who have voting privileges and are elected by majority vote of the voting Trustees;
6) Voting trustee: refers to all Board members who have voting privileges, whether regular trustees or ex officio;
7) Non-voting trustee: refers to Board members who have no voting privileges;
8) Ex officio trustee: refers to Board members whose Board service is by virtue of holding another designated non-board office rather than election to the Board and who may be voting members or non-voting members;
9) Founding member or founding trustee: refers only to those members who were members of the Board at its incorporation in 1960 and who have subsequently been recognized as founding trustees by the Board;
10) Board: refers to the Board of Trustees of the Florida State University Foundation unless otherwise specifically denoted;
11) FSU: refers to Florida State University and is used as an abbreviation.

b. The organization and operation of the Foundation shall be in compliance with Florida Statutes.

c. The Board is the governing and policy-making body for the Foundation and has full legal authority to raise, accept, hold, invest and disburse any private gift made through the Foundation for the benefit of Florida State University, its programs, colleges or administrative units as outlined in these bylaws. As set forth in these bylaws, the Board may delegate its authority to specified offices of the Foundation so that delegates may raise, accept, hold, invest and disburse any gift made through the Foundation to the University.

Section 2: The Board of Trustees

a. Each trustee must demonstrate outstanding qualities of leadership and a serious personal intention to promote the advancement of higher education and the University through dedicated service to the Foundation. Each regular trustee must set an example of charitable interest in the University and the Foundation that alumni and other friends of the University may emulate. Each trustee must contribute time and financial support to the University and be supportive of the Foundation, its Board and its policies and procedures.

b. The Board shall include not less than thirty-six (36) regular trustees elected by a majority vote of the voting trustees.
c. A regular trustee who satisfies the criteria and requirements established by the Board may, by majority vote of the voting trustees, be elected as a non-voting trustee emeritus for a life term.

d. The Board shall also include the following six (6) ex officio, voting trustees:
   1. the University president or designee;
   2. the chair of the University's Board of Trustees or designee;
   3. the Foundation president;
   4. the president of the University Faculty Senate;
   5. the chair of the Deans Development Committee of the Academic Deans Council, or the representative of a similar successor organization of University deans presided over by the University provost; and
   6. the chair of the FSU Student Foundation.

e. The Board shall also include founding trustees, who shall hold all rights and privileges of regular members and serve as members during their lifetime, unless removed pursuant to the provisions of these bylaws.

f. The Board shall also include the following four (4) ex officio, non-voting trustees:
   1. the chair of the FSU Alumni Association national board of directors;
   2. the chair of the Seminole Boosters, Inc. board of directors;
   3. the chair of the John and Mable Ringling Museum Board of Trustees; and
   4. the president of the FSU Student Government Association.

g. Regular trustees shall be elected each year at the annual meeting for a term of three (3) years. A regular trustee may be re-elected for a second term of three (3) years.

h. Upon appointment, each committee chair shall serve a two-year term.

i. If a regular trustee serves as an officer of the Board or chair of a committee, the member may be re-elected as a trustee for a third term of three (3) years, based on their original term date.

j. In no event may a regular trustee serve for more than twelve (12) consecutive years.

k. All regular trustees shall be elected by a majority vote of the voting trustees after recommendation by the Trusteeship Committee and consultation with the University president.

Section 3: Meetings

a. Notice of each meeting shall be sent to each trustee by the secretary or designee not less than thirty (30) days before the meeting. Notice of each special meeting shall be sent to each trustee not less than fifteen (15) days before the meeting.
Notice of any meeting referenced in these bylaws may be effected by use of electronic communication.

b. If the notice is for a Special Meeting, the notice shall indicate the reason(s) for the meeting.

c. Notices of emergency meetings shall be sent to each Trustee not less than 24 hours prior to the emergency meeting.

d. By a majority vote, the Board may discuss additional matters not indicated in the notice of a meeting or Special Meeting.

e. Special meetings of the Board may be held at any time and place designated by the Board chair.

f. Any meeting may be conducted through teleconference, videoconference or other appropriate electronic means.

Section 4: Quorums and Voting

a. The presence of at least thirty-three and one-third (33%) percent of the voting trustees, in person, by phone or other acceptable electronic means, shall constitute a quorum at any meeting of the Board or any of its committees, unless otherwise provided by these bylaws.

b. Once a quorum is established, all questions shall be determined by majority vote of the voting trustees present.

Section 5: Attendance, Removal and Vacancies

a. All trustees are expected to attend Board and committee meetings.

b. Prior to the completion of a trustee's term, the Foundation shall present the attendance record of the trustee to the Trusteeship Committee.

c. If a trustee fails to attend at least fifty (50) percent of the scheduled Board meetings taking place during the trustee's term in office, the Trusteeship Committee shall recommend to the committee chair whether the trustee should be nominated to serve an additional term.

d. The Trusteeship Committee chair will discuss the committee’s recommendation with the Board chair, Foundation president and executive Vice President to determine proper courses of action.

e. At the request of the University president or the chair of the Foundation Board, the Executive Committee will review, at any point in his or her term, a trustee who is not performing according to the standards outlined in Article 1, Section 2 of these bylaws to determine appropriate action, up to and including immediate removal.

f. If a trustee vacates his or her position before expiration of his or her term, a successor may be elected by the Board after consultation with the University president and will serve for the remainder of the term.
Section 6: Conflicts of Interest

Trustees shall avoid conflicts of interest and abide by standards of conduct outlined in the Association of Fundraising Professionals’ Code of Ethical Principles and Standards of Professional Practice. A conflict of interest form shall be signed every year by each Board member.

ARTICLE II—OFFICERS

Section 1: Chair

The chair shall be elected by a majority vote of the voting trustees during the annual meeting and shall serve a term of office of two (2) years beginning on July 1 in the year of the chair’s election. The chair shall:

a. preside at all meetings of the Board;

b. deal with all business of the Foundation in the manner and with the authority prescribed by the Board and these bylaws;

c. see that the orders of the Board are carried out promptly or advise the Board if its orders are not executed;

d. report to the University president, or designee, in accordance with the policies of the University Board of Trustees;

e. appoint chairs and vice chairs of committees, as appropriate;

f. appoint individuals to committees; and

g. attend any committee meetings and join in debate or discussion, but will serve as a voting member of only the Executive Committee and up to two additional committees that he or she assigns themselves to as an official member.

If, after serving as board chair, a trustee’s term is scheduled to expire in less than two years, the trustee’s term will be extended to allow him or her to complete a two-year term as immediate past chair, after which, the extended term will expire.

Section 2: Chair Elect

The chair elect shall be elected by a majority vote of the voting trustees during the annual meeting. The chair elect will serve a term of office of two (2) years beginning on July 1 in the year of his or her election. The chair elect shall assist the chair and, in the absence or inability of the chair to serve, shall assume the duties of the chair until the chair resumes the duties, or the Board has elected a new chair.

Section 3: Foundation President

The University president shall recommend the selection of the Foundation president to the Board, who shall, by majority vote of the voting trustees, be elected as the chief executive officer of the Foundation. The Foundation president shall:

a. provide leadership for the Foundation, subject to the direction of the University president and the Board;
b. report to the University president, or designee;

c. execute the policies and directives of the Board;

d. serve as an ex officio, voting member of all committees except the Audit Committee as stipulated by audit regulations governing direct support organizations;

e. carry out any business of the Foundation to include the exercise of authority prescribed by the Board, these bylaws and applicable law;

f. be faithful in the performance of his or her duties as the Board may require;

g. present a written report of the conduct of the office at each annual meeting of the Board;

and

h. delegate to the executive vice president of the Foundation any duties or responsibilities, as appropriate, relating to the conduct of the Board, its meetings or the business of the Foundation.

Section 4: Executive Vice President

The executive vice president of the Foundation shall be a Foundation employee and be appointed by the Foundation president. The executive vice president shall:

a. execute the policies and directives of the Board;

b. assist other Officers of the Foundation in the performance of their duties;

c. carry out the day-to-day business of the Foundation to include the exercise of authority prescribed by the Board and these bylaws;

d. be faithful in the performance of all duties as the Board may require; and

e. delegate to the appropriate Foundation staff any duties or responsibilities, as appropriate, relating to the conduct of the Board, its meetings or the business of the Foundation.

Section 5: Secretary

The secretary shall be elected by a majority vote of the voting trustees during the annual meeting and shall serve a term of office of two (2) years beginning on July 1 in the year of the secretary’s election. The secretary or designee shall:

a. attend all meetings of the Board;

b. keep accurate minutes to serve as a permanent record, stored at the Foundation;

c. keep on record a copy of the Articles of Incorporation of the Foundation and a copy of its bylaws;

d. keep the official records of the Foundation, with the exception of the financial records kept by the Board treasurer;
e. have the authority to sign the name of the Foundation to all papers, documents and
writings requiring the signature of this Foundation authorized by the Board, these
bylaws and applicable law. In the absence or inability of the secretary to sign said
documents, the signature of the assistant secretary or any other Board officer may be
substituted for that of the secretary;

f. keep the seal of the Foundation and affix the seal to such official documents, records
and papers as may be required;

g. carry on such of the general correspondence of the Foundation as may be assigned by
the chair; and

h. delegate to the assistant secretary any duties or responsibilities, as appropriate, relating
to the conduct of the Board, its meetings or the business of the Foundation.

Section 6: Assistant Secretary

The assistant secretary shall be elected by a majority vote of the voting trustees during the
annual meeting, and may be an employee of the Foundation or other non-member of the Board.
The assistant secretary shall work with the secretary and perform such duties as delegated by the
secretary. The assistant secretary shall serve a term of office of two (2) years beginning on July 1
in the year of the assistant secretary's election. In the absence or inability of the secretary to
serve, the assistant secretary shall assume the duties of the secretary until the secretary resumes
the duties, or the Board has elected a new secretary.

Section 7: Treasurer

The treasurer shall be elected by a majority vote of the voting trustees during the annual meeting
and shall serve a term of office of two (2) years beginning on July 1 in the year of the treasurer's
election. The treasurer, or designee, shall:

a. oversee the receipt, deposit and custody of all funds and securities of the Foundation
and deposit them in the name of the Foundation in such depositories as may be selected
by the Board, acting in conformance with these bylaws;

b. keep the official financial records and accounts of the Foundation;

c. review all financial statements, make reports as necessary to the Board and carry out
the Foundation's routine administrative functions;

d. account to each successor in office for all funds and securities that were listed on the
financial statements at the time of the last audit and all funds and securities that have
come into the treasurer's hands since the last audit of the financial statements of
the office, and deliver over to the successor in office such funds and securities as remain
on hand upon the appointment and qualification of the successor;

e. cause an audit of the financial statements of the Foundation to be made as soon as
practicable after the close of the fiscal year of the Foundation, and have it reported to the
chair at once and to the Board at its next meeting; and

f. delegate to the assistant treasurer, or Foundation chief financial officer, any duties or
responsibilities, as appropriate, relating to the conduct of the Board, its meetings or
the business of the Foundation as authorized by the Board, these bylaws and applicable law.

Section 8: Assistant Treasurer

The assistant treasurer shall be elected by a majority vote of the voting trustees during the annual meeting, may be an employee of the Foundation or other non-member of the Board. The assistant treasurer shall work with the treasurer and perform such duties as delegated by the treasurer. The assistant treasurer shall serve a term of office of two (2) years beginning on July 1 in the year of the assistant treasurer’s election. In the absence or inability of the treasurer to serve, the assistant treasurer shall assume the duties of the treasurer until the treasurer resumes the duties, or the Board has elected a new treasurer.

Section 9: Removal and Vacancies

In the event of absence, inability or refusal to act by any of the officers of the Foundation, the Board, or Executive Committee, may appoint any person to perform the officer’s respective duties, as provided in these bylaws, until the next meeting of the Board or such time as members may hold an election to replace the appointed officer.

ARTICLE III—COMMITTEES

Section 1: Establishment or Dissolution of Committees

With majority vote of the voting trustees, the Board chair may establish or dissolve committees as deemed necessary. The Board chair shall appoint all committee chairs and membership.

Section 2: Conduct of Committee Meetings

a. A majority vote shall be necessary for the adoption of any resolution or recommendation before the committee.

b. Each Committee shall meet at the call of its chair and minutes of all meetings shall be kept by the secretary, or designee, and stored within the Foundation.

c. All action taken at any committee meeting shall be captured in the minutes and reported at the next meeting of the Board.

d. Meetings of committees may be conducted by teleconference, videoconference or through other appropriate electronic means.

Section 3: Executive Committee

a. The Executive Committee shall exercise the powers and authority of the Board when the Board is not in session.

b. The committee shall include the chair; past chair; Foundation president; treasurer; secretary; the University president or designee; the chair of the University Board of Trustees or designee; the president of the University Faculty Senate; and the chair of each standing committee.
c. The committee shall consider, evaluate and analyze issues that have implications for changes to the Board and make recommendations of appropriate action to the Board.

d. If the committee meets to exercise the powers and authority of the Board when the Board is not in session, the committee shall have no authority to alter, amend or repeal the Articles of Incorporation or bylaws or to elect trustees.

Section 4: Finance Committee

The committee shall assist the Board in assuring that the budgetary and financial practices of the Foundation are sound and prudent. To meet these responsibilities, the committee shall:

a. review the annual operating budget and present its recommendations to the Board;

b. work closely with other committees where advice is necessary for budget considerations;

c. review the effectiveness of the Foundation’s management of the Foundation’s financial functions, and present recommendations to the Board;

d. approve submission of the Foundation’s annual budget to the University president or designee by May 1; and

e. review all financial statements.

Section 5: Audit Committee

The Audit Committee shall be composed of no fewer than three members. At least one member must have strong professional working experience in accounting, business, finance, audit and internal controls. The committee shall review the audit plan of the Foundation, appraise and approve the effectiveness of the plan, assist the Board in fulfilling its fiduciary responsibilities relating to accounting and reporting practices and maintain a direct line of communication between the Board and the Foundation’s independent auditors. The independent auditor will report to this committee and the committee shall be responsible for engaging or disengaging an auditor with final approval by the University Board of Trustees, and approving the auditor’s fees. To meet these responsibilities, the committee shall:

a. review the scope of an overall audit plan for each annual examination;

b. appraise the effectiveness of the audit effort, present recommendations regarding audit findings to the Board;

c. inquire into the effectiveness of the Foundation’s management of its financial and accounting functions, the Foundation’s system of internal controls and recommend to the Board such changes as shall be advisable;

d. review the results of any internal audits performed by the University’s Office of Inspector General Services and provide recommendations based on such results; and

e. review the Foundation’s tax returns for accuracy, prior to them becoming available to the full Board for review;
f. adhere to all provisions in University Regulation FSU-2.025, Direct Support Organizations, and in the Foundation’s Audit Committee Charter.

Section 6: Investment Committee

The Investment Committee shall be composed of not less than three (3) and not more than nine (9) persons who have a knowledge of or business acumen—professional experience in the field. The committee shall be responsible for the prudent investment of the Foundation’s assets in accord with long-term strategies and for establishing investment policies and practices consistent with fiduciary duty.

Because of the proprietary nature of the materials that come before the Investment Committee, as well as the frequency of meetings and the need for urgency in decision-making to respond to market conditions, this committee has the authority to vote on issues that fall under its purview without first consulting the full Board. At the request of the Board chair, specific actions taken or planned by the Investment Committee can be shared with the full Board.

Section 7: Trusteeship Committee

The Trusteeship Committee shall be chaired by the Board chair elect. The committee shall recommend candidates for election as regular trustees first to the University president and then to the full Board. The committee will evaluate the performance of Board members, and recommend to the Board and the University president persons deserving of election as trustee emeritus, honorary degrees, distinguished service awards or other such recognition the Foundation deems appropriate. The committee shall:

a. receive recommendations for trustees to the Board at least forty-five (45) days prior to the annual meeting and make recommendations for new trustees to the Board at such meeting;

b. review the attendance of and performance of trustees, including those considered for re-election, and make recommendations to the Board chair regarding a trustee’s re-election or removal;

c. maintain a list of candidates for election as trustees and cultivate their interest in the Foundation; and

d. oversee the orientation and development of new trustees; and

d-e. review and finalize a slate of officers submitted to the committee by the chair elect in even-numbered years. The finalized slate is then advanced to the full board for consideration during the spring meeting as a recommendation of the committee.

Section 8: Development Committee

The committee shall be responsible for making recommendations to the Foundation for raising private support for the University. To meet this responsibility the committee shall:

a. promote a comprehensive University development program, which involves trustees in the raising of private support;
b. provide advice to the Board and the development staff in regard to fundraising policies, strategies and in the pursuit of private support emanating from alumni, faculty, students, friends, foundations and organizations; and

c. stimulate vigorous and aggressive efforts to attract private support to the University.

Section 9: Donor Stewardship Committee

The Donor Stewardship Committee will serve as a resource to the Foundation in its efforts to acknowledge, recognize and be accountable to donors. The committee shall:

a. serve as advocates to interpret and voice donors' views regarding their continual relationship with the University and the Foundation;

b. advise, support and make recommendations to the Foundation on a broad range of stewardship issues, policies and strategies that strengthen the donor relationship program;

c. review and make recommendations regarding the Foundation's donor relations/stewardship program, especially as constituent groups in need of more personalized stewardship activities are identified; and

d. when appropriate, engage all trustees in stewardship activities and initiatives.

ARTICLE IV—AMENDMENTS

These bylaws may be altered, amended, rescinded or repealed at any meeting of the Board by a majority vote of the Board and shall become effective immediately upon such vote or on such date as otherwise determined by law or by the Board.

ARTICLE V—SEAL

The seal of the Foundation shall be in the form of a circle and shall bear, among other things, the name of the Foundation and the date of its incorporation.

ARTICLE VI—INDEMNIFICATION

The Foundation shall indemnify its trustees, officers, employees and/or agents to the full extent allowed by law, including but not limited to Section 617.0831, F.S., Section 607.0831, F.S., and Section 607.0850, F.S., as applicable and as they may be amended from time to time. The Board shall maintain an ongoing plan for risk management and indemnification of the employees, trustees and officers of the Foundation, taking into consideration federal and state laws and rules as well as rules and policies of the University and the University Board of Trustees.

ARTICLE VII—FISCAL MATTERS

Section 1: Fiscal Year

The fiscal year of the Foundation shall be July 1 to June 30.

Section 2: Contributions
Any contributions, bequests, grants or gifts for the purposes of the Foundation shall only be accepted or collected pursuant to procedures authorized by the Board. All contributions, bequests, grants or gifts shall be reported to the Board in a timely manner.

Section 3: Depositories

All funds of the Foundation shall be deposited to the credit of the Foundation under such conditions and in such banks as shall be approved by the Finance Committee.

Section 4: Financial Review

An annual audit of the financial statements of the Foundation shall be conducted by an independent public accounting firm and the results shall be submitted to the Audit Committee of the Board, the Board and the University President.

Section 5: Authorized Actions

Any two of the following may endorse any and all checks, drafts, notes, bills of exchange and orders for the payment of money for deposit or cashing or other negotiation on bank accounts established from time to time by the Board of Trustees: chair, Foundation president, treasurer and executive vice president. Notwithstanding the above requirement, endorsements for deposit-only may be a written or stamped endorsement of the Foundation made or authorized by any officer of the Foundation.

Any two of the following may draw and sign checks, bills of exchange and orders on bank accounts, select banks and open or negotiate accounts and account terms, with banks as approved by the Finance Committee as described in these bylaws: chair, Foundation president, treasurer and executive vice president.

Any one of the following may execute, by telephone, email or oral direction, orders for investing/reinvesting of funds, purchasing of foreign currency and/or transferring funds among Foundation accounts or to Foundation investment managers: chair, Foundation president, executive vice president, Foundation chief financial officer, or a Foundation employee designated in writing by one of those officers.

ARTICLE VIII—OPERATIONAL MATTERS

Section 1: Execution of Documents

Any one of the following may execute documents on behalf of the Foundation relating to the administration and operation of the Foundation, including receipts, gift agreements and other instruments and documents pertaining to or evidencing donations, contribution, gifts, bequests, pledges, estates, trusts and/or other instances in which assets are or may be transferred or pledged to the Foundation, providing they do not conflict with the stated purposes of the Foundation and providing they have received all approvals required by these bylaws and/or applicable Foundation policies: Foundation president, executive vice president, chief financial officer or a Foundation employee designated in writing by one of those officers.

Any one of the following is authorized to enter into any contract or execute any instrument in the name of or on behalf of the Foundation in furtherance of the operations of the Foundation and in compliance with the annual budget adopted by the Board: Foundation president, executive vice
president or chief financial officer. In addition, the Foundation president, executive vice president or
chief financial officer may designate in writing one or more Foundation employees who are
authorized to execute contracts on behalf of the Foundation for the purchase of items and/or
services as long as the amount of each such contract is no more than $5,000. Otherwise, the
Board of Trustees by resolution may authorize any officer, officers, agent, or agents to enter into
any contract or to execute any instrument in the name of and on behalf of the Foundation.

No officer, agent, employee or other person purporting to act on behalf of the Foundation shall
have any power or authority to bind the Foundation in any way, to pledge the Foundation’s credit
or to render the Foundation liable for any purpose or in any amount, unless that person was acting
with authority duly granted by the Board of Trustees as set forth in these bylaws or unless an
unauthorized act was later ratified by the Board of Trustees.

Section 2: Books and Records

The Foundation will keep correct and complete books and records of account, and will also keep
minutes of the proceedings of the Board and committees. The Foundation shall keep, at its
principal place of business, a list containing the names, addresses and other relevant information of
each trustee and officer and the original or a copy of these bylaws.

Section 3: Nonprofit Operations—Compensation and Reimbursement

The Foundation will not have or issue shares of stock. No dividend will be paid and no part of the
income of the Foundation will be distributed to any trustee.

Section 4: Limitations

a. The Foundation shall make no loans to its officers or trustees.
b. No officer or trustee may have any vested right, interest or privilege of, in or to the
assets, functions, affairs or franchises of the Foundation. No officer or trustee has any
right, interest or privilege that may be transferable or inheritable or that will continue if
his or her service ceases or while he or she is not in good standing.
c. Former trustees, officers and employees shall have no property rights to assets of the
Foundation.
d. The organization and operation of the Foundation shall, at all times, be in compliance
with Florida Statutes and applicable rules of the Board of Governors and the University
Board of Trustees.

Section 5: Foundation Employees

Foundation employees are not employees of the State of Florida.

ARTICLE IX—OTHER MATTERS

Section 1: Rules of Order
In the event of a parliamentary dispute, Robert’s Rules of Order, Newly Revised, shall be the
authority for all matters of procedures not specifically covered by the bylaws or by special rules of
procedure adopted by the Foundation.

Section 2: Dissolution
In the event of the dissolution of the Foundation, the assets of the Foundation remaining after the discharge of all liabilities shall be assigned in conformance with FSU regulation FSU-2.025(7) Direct Support Organizations.
BYLAWS
OF
THE BOARD OF DIRECTORS
OF
THE JOHN AND MABLE RINGLING MUSEUM OF ART FOUNDATION, INC.

ARTICLE I

NAME

The name of the Corporation is The John and Mable Ringling Museum of Art Foundation, Inc. (sometimes hereinafter referred to as "Foundation").

ARTICLE II

PURPOSES

The purpose and function of The Foundation is to act as the direct support organization for The John and Mable Ringling Museum of Art (sometimes hereinafter referred to as "Museum"), under the direction of The Florida State University (sometimes hereinafter referred to as "FSU") as set forth the in Section 1004.45, Florida Statutes.

ARTICLE III

BOARD OF DIRECTORS

Section 1. Purpose. The Board of Directors of the Foundation (sometimes hereinafter referred to as "Board") is responsible for establishing policy for the Museum and overseeing collections of the Museum and all other matters provided under Section 1004.45, Florida Statutes.

Section 2. Number, Term and Appointment of Directors. The Board shall consist of no more than thirty-one members to be appointed by the President of FSU from a list of nominees provided by the Board. No less than one-third of the members shall be residents of Sarasota and Manatee Counties and two-thirds may reside elsewhere. The terms of office of the directors shall be three years. No member may serve more than two consecutive terms but may be reappointed to the Board after one year from the expiration of the member's second term, except a chair or vice chair’s second term shall be extended for up to two years to fulfill such positions. It is not required that the maximum authorized thirty-one positions shall be maintained at all times. The Chair of the Docent Advisory Council and the Chair of the Volunteer Advisory Council shall also serve as non-voting ex-officio members of the Board which shall not be included within the authorized
thirty-one member maximum. Members shall be assigned a term at the time of election so as to balance the classes.

Section 3. Duties of the Board of Directors. The Board shall be responsible for developing and monitoring the policies of the Museum in concert with its statutory mandate provided in Section 1004.45, Florida Statutes. The Board shall develop policy for the Museum, subject to the provisions of the John Ringling Will and the overall direction of the President of The Florida State University; and is invested with the power and authority to nominate a Museum Director, who is appointed by and serves at the pleasure of the President of FSU and shall report to the Provost of FSU or his/her designee, or such other individual as may be designated by FSU. Operating under its charter, these bylaws and such contracts as are approved by FSU, the Board shall set policies to maintain and preserve the collections of the Art Museum; the Circus Museum, the furnishings and objects in the Ringling home, referred to as the Ca’ d’Zan; and other objects of art and artifacts in the custody of the Museum.

The Board shall also set policy for raising funds, submitting requests and receiving grants from various sources; for the receipt, holding, inventory and the administration of property and for the expenditures of such grants and donated funds to and for the benefit of Museum, subject to the approval of FSU as may be required.

Board members also recognize the obligation to support the Museum as individuals, including maintaining active membership, contributing to annual campaigns, and participating in capital and endowment campaigns.

In addition to the foregoing, the Board shall have the following specific duties:

1. Planning

   (a) Develop and approve a long range plan including a statement of the Board’s philosophy and objectives.

   (b) Conduct periodic reviews of the Board’s philosophy and objectives and its long-range plan in achieving these objectives.

   (c) Annually review and make recommendations for the Museum’s plans for funding its strategy.

   (d) Review and make recommendations for the Museum’s five-year financial goals.

   (e) Annually review and make recommendations to the President regarding the Museum’s budget.
2. **Operations**

   (a) Nominate candidates for the Director of the Museum for approval by the President of FSU, who shall have those responsibilities as outlined in Section 1004.45, Florida Statutes. The Director, and other employees as designated by the Director, shall act as staff to the Foundation and will report to the Board when conducting its authorized business and functions.

   (b) Review the results achieved by management as compared with the Museum's philosophy, annual and long range goals, and the performance of similar institutions and make appropriate recommendations to the President. Review the financial structure of the Museum to assure it is adequate for current needs and long-range strategy and make recommendations to the President, as appropriate.

   (c) Through the chair, provide candid and constructive guidance to support the Director and advise FSU in reviewing the Director's performance, as appropriate.

3. **Audit**

   (a) Review published reports to ensure they properly reflect the operating results and financial condition of the Museum.

   (b) Annually approve the appointment of independent auditors to conduct audits of the Foundation in compliance with State and Federal regulations; review the findings of the auditors; transmit and make recommendations for improvements or changes to the President of FSU.

   (c) Review compliance with relevant laws materially affecting the Museum.

**ARTICLE IV**

**MEETINGS OF THE BOARD OF DIRECTORS**

Section 1. **Annual Meetings.** The annual meeting of the Board shall be held in the spring of each year at The John and Mable Ringling Museum of Art or at such other place or places as may be determined by the Chair. Newly elected officers shall assume their duties on July 1 of each year. The Board shall approve its annual budget at the annual meeting.

Section 2. **Special Meetings.** Special meetings of the Board may be called by the Chair or by one-third of the members of the Board for any specific purpose. Written notice shall be given stating the purpose of such meeting and shall be either delivered to each member of the Board.
Board or mailed to the last known address of such Director at least forty-eight hours prior to the meeting date.

Section 3. Regular Meetings. The Board shall hold three regular meetings in addition to the annual meeting. All meetings shall be held at the Museum unless otherwise designated by the Chair. Reasonable notice of such meetings shall be communicated to each member of the Board. Notice may be provided by US mail, email, voice communication, or overnight delivery at last known address. An agenda of the activities to be conducted at such meetings shall be included with and attached to such notice. In addition to the regular meetings, the Board may hold additional meetings during each year for such purposes as the Chair may direct. The Board may approve fewer than three regular meetings in any one year.

Section 4. Compliance with The Florida Government-In-The-Sunshine Law. All meetings of the Board and its committees shall be in compliance with the Florida Government-in-the-Sunshine Law, Section 286.011, Florida Statutes.

Section 5. Quorum, Voting. A majority of the members of the Board then in office shall constitute a quorum for the transaction of business. The affirmative vote of a majority of the Directors present shall be considered the act of the Board at any annual, special or regular meeting unless otherwise specified herein. One or more members of the Board may be present for all purposes by means of teleconferencing if they are unable to physically attend any meeting.

Section 6. Resignation. Any Director may resign at any time by giving written notice of such resignation to the Board and the President of FSU.

Section 7. Vacancies. Vacancies occurring on the Board shall be filled by the Board and President of FSU in accordance with Section 1004.45, Florida Statutes.

Section 8. Removal, Termination of Office. Any one or more of the Directors may be removed for just cause at any time by the President of FSU upon the recommendation of the Board.

Section 9. Voting of Directors. Each member of the Board shall be entitled to one vote only at any meeting thereof on any issue or matter of business before such meeting. No member may abstain from voting as to an official decision, ruling or other official act except as otherwise provided in Section 286.012, Florida Statutes.

Section 10. Compensation of Directors. Directors of the Board shall receive no compensation for their services but may be reimbursed for authorized board related expenses while in the performance of their duties as authorized by Section 112.061, Florida Statutes.

Section 11. Liability. The Directors of the Board shall not be personally liable for the Foundation’s debts, liabilities or other obligations.

Section 12. Rules of Order. Meetings of the Board shall be conducted according to the Modern Rules of Order.
ARTICLE V

OFFICERS

Section 1. Officers. The officers of the Board shall include a Chair, Vice-Chair, Treasurer, Secretary, and such other officers as the Board may from time to time determine and elect or appoint. The officers shall be elected annually by and from the Board at its annual meeting. Any vacancy arising in any office, the incumbent of which is chosen by the Board, may be filled at any meeting by the Chair of the Board with the approval of the Board. The terms of officers elected by the Board shall be twelve (12) months or such other term as approved by the Board of Directors. No officer may serve in the same position for more than twenty-four (24) consecutive months. Provided however, if a Director’s term as a Board member has expired while said Director is completing his or her term as an officer of the Board, then said Director shall continue to act in the office to which he or she was elected until replaced.

Section 2. Powers and Duties. Individually, the officers designated below shall have the following general powers and duties:

A. Chair of the Board

1. Assure that the Board fulfills its responsibilities as provided in Section 1004.45, Florida Statutes.

2. Optimize the relationship among the Board, FSU and the Director of the Museum.

3. Chair meetings of the Board; see that it functions effectively, interacts with the Director of the Museum and such staff assigned to the Foundation and fulfills all of its duties. With the Director, develop agendas.

4. Establish standing committees or ad hoc committees to review activities in specific areas.

5. With the advice of the Officers, appoint committee chairs. With the advice of committee chairs, appoint members of the standing and ad hoc committees.

6. Assist the Director in recruiting Board and other talent for whatever volunteer assignments are needed.

7. Reflect any concerns the Director of the Museum has in regard to the role of the Board or individual members of the Board. Advise the Director of the concerns of the Board and other constituencies. On an annual basis and with the Vice Chair, provide input to the Provost, the Provost’s designee, or
such other individual as may be designated by FSU, regarding the Director’s performance.

8. Present to the Board an evaluation of the pace, direction and organizational strength of the Museum.

9. Annually focus the Board’s attention on matters of Museum governance that relate to its own structure, role and relationship to management. Be assured that the Board is satisfied it has fulfilled all of its responsibilities.

10. Fulfill such other assignments as the Chair and Director agree are appropriate and desirable for the Chair to perform.

B. Vice Chair
The Vice Chair shall act for the Chair in the Chair’s absence. In addition, the Vice Chair shall have and perform such other duties as may be delegated by the Chair.

C. Treasurer
The Treasurer shall be responsible to the Board for review of the collection, receipt, custody and safekeeping of Foundation funds. The Treasurer shall make reports on the financial status of the Foundation to the Chair and to the Board at all meetings of the Board.

D. Secretary
The Secretary shall be responsible for oversight of the recording of the minutes and shall keep accurate records of all proceedings of the Board and all committees thereof; and shall discharge any other duties delegated by the Board or these Bylaws. In the absence of the Secretary, an Assistant Secretary or Secretary Pro Tempore designated by the person presiding at the meeting, shall perform the duties of the Secretary.

E. Director
The Director shall be the Chief Executive Officer of the Museum and the Director and any designees shall be staff to the Foundation.

Responsibilities

Board of Directors- Individual Members

1. With the Chair of the Board, develop agendas for meetings, so that the Board can fulfill all its responsibilities effectively. Develop an annual calendar to cover all crucial issues in a timely fashion.

2. See that the Board and the Chair are kept fully informed on the condition of the Museum and Foundation on all important factors influencing it.
3. Get the best thinking and involvement of each Board member. Stimulate each Director to give his/her best.

4. Work with the Chair to make the committee structure of the Board function effectively.

5. Recommend to the Chair the composition of the Board committees.

6. Review and sign the Board of Directors Annual Expectations Statement.

7. Participate in the Annual Self-Evaluation of the Board, its committees, and the Director.

8. Understand and embrace the Roles and Responsibilities of the Board of Directors.

Section 3. **Removal.** Any Board officer may be removed from office with or without cause at any duly noticed meeting by a two-third (2/3) majority vote of the entire current Board.

Section 4. **Vacancies.** In the event of a vacancy occurring in any office on the Board, the Chair with the approval of the Board, shall appoint another Board member to carry out the unexpired term.

**ARTICLE VI**

**COMMITTEES**

The following standing committees will be established by the Chair:

Section 1. **Budget, Finance and Investment Advisory Committee.** Consists of members designated by the Chair. It reviews all budgets, fiscal and business transactions which require action of the Board. The committee shall also oversee the management of the investments of the foundation and make recommendations to the Board.

Section 2. **Collections Committee.** Consists of members designated by the Chair. The Committee shall review and recommend to the Board the acquisition of all objects of art and artifacts whether by gift or purchase, the deaccession of objects, and the loan of objects from the Museum's collection. It shall review and recommend to the Board, policy regarding acquisition, deaccession, loans, and conservation. It shall also serve as an advocate to the Board of all matters relating to the collections. The Committee will work with the Development Committee to secure funding to underwrite new acquisitions and to seek potential donations of appropriate kind and quality.
Section 3. **Strategic Planning Committee.** Consists of members designated by the Chair. It shall review, evaluate, and present to the Board of Directors an annual update on progress toward meeting the Strategic Plan. The Committee will review and approve proposed initiatives to achieve goals prior to the annual budgeting process of the staff and Board and make certain these tactics are reflected in the budget. From time to time, the Committee may add additional strategic goals, initiatives, and strategies. Unless otherwise determined by the Board, every 3-5 years a new Strategic Plan will be adopted by the Board.

Section 4. **Development Committee.** Consists of members designated by the Chair. It shall review, evaluate and present to the Board of Directors proposals for long-range planning for the development program; review, evaluate and present to the Board any proposals for the development of revenue sources for the Museum to support general Museum operations, collections, programs, exhibitions, performances, and outreach; identify such sources; and develop, present and implement such programs as approved by the Board.

Section 5. **Facilities Committee.** Consists of members designated by the Chair. The Committee shall be familiar with grounds and facilities of The Ringling. The Committee shall review and comment on changes to the master plan for the Museum campus and report to the Board regarding changes to said plan; and on proposed major new construction or renovation projects in terms of need, priority, location, aesthetics, and funding; review and report on proposed capital expenditures, substantial facilities repairs and renovations; and review campus safety, emergency preparation, and property insurance matters as needed. Collection Committee responsibilities related to buildings and grounds have been delegated to the Facilities Committee.

Section 6. **Audit Committee.** Consists of members designated by the Chair. The Committee shall make recommendations for selection of the Board's independent auditors. The Committee shall meet at least annually with the independent auditors in order to receive directly their comments and reports and review the audit procedures. It shall also review all financial dealings of the Foundation, including the annual audit and review and advise the Board and present recommendations as may be necessary to ensure proper accounting of funds and financial transactions of the Foundation.

Section 7. **Board Governance Committee.** The Board Governance Committee shall consist of members designated by the Chair. The Committee shall nominate persons for election as officers of the Board and present the Board with its recommendations at the spring Board meeting of each year. Membership of committees and committee chairmen shall be designated by the Chair of the Board. The Committee shall also recommend to the Board individuals to be nominated by the Board as new Directors of the Board for approval by the President of FSU. In addition, the Committee shall be charged with promoting Model Governance for the Board of Directors as a whole and recommending any necessary and useful changes in the Articles of Incorporation, Bylaws or procedures of the Board.

Section 8. **Executive Committee.** Consists of the Officers of the Board as defined in Article V along with the Chairs of all Standing Committees as listed in ARTICLE VI. The prior Board Chair shall also serve on this Committee providing the prior Chair is still a current member in good standing of the Board. The Committee shall meet at such times as determined by the Board.
Chair to consider matters that need attention prior to regularly scheduled Board meetings. The Executive Committee shall be authorized to exercise all powers given to the Board by the Florida Statutes, these Bylaws and resolutions previously adopted by the Board, but the Committee shall not be authorized to:

a. Elect Officers and appoint other officials.

b. Amend these Bylaws.

c. Fill vacancies and elect new directors to the Board.

d. Remove Foundation Officers or Directors.

e. Authorize any single expenditure of more than $50,000 annually from Ringling Foundation funds.

f. Authorize action regarding loans, sale, deaccession or acquisitions of works of art and the pledging of assets except in authorizing the Director with the approval of the Collections Committee Chair to bid at auction for works of art or other time-sensitive acquisitions or loans.

Notice of meetings of the Executive Committee shall be given in the manner provided in these bylaws for meetings for the Board. Any actions taken shall be reported to the full Board at its next meeting.

Section 9. Special, Ad Hoc, and Task Force Committees. In addition to the foregoing standing committees, special committees, ad hoc committees, or task force committees may be established by the Chair, who shall appoint the members and appoint the Chair of the committee.

Section 10. Committee Rules. All committees shall use a current edition of the Modern Rules of Order and each Committee Chair shall determine the structure, time, and length of its meetings. With the exception of the Governance Committee, the Chair, after conferring with the Director and the Board, may appoint for up to one-year terms with the possibility of reappointment, members of the general public to serve as members of standing or special committees of the Board. However, at no time shall the non-Board members of any committee exceed the number of Board members on any committee, unless approved by the Board, with the exception of the Development Committee, whose non-Board membership may exceed fifty percent (50%) of the committee membership. The Chair of each committee must be a member of the Board. Non-Board members can stand for Board membership after one year following completion of Non-Board member service.

The Chair shall appoint committee chairmen within thirty (30) days after the annual meeting for a one-year term. A committee chair may serve more than two consecutive annual terms if reappointed to his or her position by the Chair.

In the event that a vacancy occurs in the position of a committee chair, then the Chair shall appoint an individual to carry out the remainder of the terms.
Except as otherwise provided by law, 50% of the members of any committee, shall constitute a quorum at all meetings of such committee except the Executive Committee which requires a majority of the members. When a quorum is present at any committee meeting, a vote of the majority of the members present and voting shall be necessary and sufficient for the decision of any question brought before the meeting, except as otherwise provided by law. Minutes of committee meetings will be kept and may be in abbreviated form.

ARTICLE VII

BUDGET

No later than the spring regular meeting of each fiscal year, the Director or his designee shall prepare and present to the Budget, Finance and Investment Advisory Committee a recommended Foundation budget for the next fiscal year. The Committee will recommend the Foundation budget to the Board for approval and subsequent review by the President of FSU.

ARTICLE VIII

CONFLICT OF INTEREST

Any duality of interest on the part of any Director should be disclosed to the Board and made a matter of record through an annual procedure and also when the interest becomes a matter of Board action.

Except as otherwise mandated by law, any Director having a duality of interest shall not vote or use his or her personal influence on the matter, and he or she shall not be counted in determining the quorum for the meeting. The minutes of the meeting shall reflect that a disclosure was made, the abstention from voting and the quorum situation. In all cases such Director shall comply with the disclosure requirements under the Florida Government-in-the-Sunshine Law, Section 286.011, Florida Statutes.

ARTICLE IX

FISCAL YEAR

The fiscal year of the Foundation shall be the year ending with the 30th day of June in each year.
ARTICLE X

AMENDMENTS

These Bylaws may be amended at any regular or special meeting of the Board by a vote of two-thirds (2/3) of the entire Board then in office with approval by the President of FSU, provided that notice in writing of the proposed change shall have been sent at least ten (10) days in advance of the meeting at which such change is to be considered.

ARTICLE XI

INDEMNIFICATION PROVISIONS

Section 1. Indemnification for Directors. Except as otherwise directed by the Board, any Director or officer of the Board made a party to an action or proceeding, whether civil or criminal, by reason of the fact that he or she is or was a Director or officer of the Board, or for any alleged act or omission while in any such capacity, shall be indemnified by the Foundation and Museum to the extent permitted by law and only to the extent that the status of the Foundation as an organization exempt under Section 501(c)(3) of the Internal Revenue Code is not affected thereby. Indemnification shall include expenses, including but not limited to attorneys’ fees and disbursements incurred by any such person in defending any such action, suit or proceeding and may be paid from time to time by the Foundation in advance of the final disposition of said action, suit or proceedings.

Section 2. Officers and Employees. By the same procedures set forth in the preceding paragraph, the Board may vote to extend indemnification provisions substantially similar to those rights and subject to those limitations described above to other officers, employees or agents of the Foundation and any such organization in which the Foundation has an interest.

Section 3. Non-Waiver of Other Rights. The right or grant of indemnification hereby provided shall not be exclusive of or affect the protection of sovereign or qualified immunity or any other rights to which any Director, officer, employee or agent may be entitled or which may lawfully be granted to such person. As used herein, the terms "Director," "officer," "employee" and "agent" include their respective executors, administrators and other legal representatives.

Section 4. Insurance. By action of the Board, notwithstanding any interest of the Directors in such action, the Foundation may recommend the purchase and maintenance of insurance, in such amounts as the Board may from time to time deem appropriate, on behalf of any person who is or was a Director, officer, employee or other agent of the Foundation or was serving at the request of the Foundation, as Director, officer, employee or other agent of the Foundation and any other such organization in which the Foundation has an interest, against any liability incurred by such person in any such capacity, or arising out of his or her status as such, whether or not the Foundation would have the power to indemnify such person against such liability.
ARTICLE XII

RECORDS

The Board shall maintain correct and proper books and records and shall keep minutes of all the meetings of the Board, at the executive offices of the Museum. All such records may be inspected by any Director, or the agent or the attorney of same, or any proper person, at any reasonable time in accordance with Chapter 119, Florida Statutes.

DATED and ADOPTED this 31st day of August, 2000, and AMENDED the 12th day of March, 2001, the 27th day of June, 2003, the 29th day of April 2005, the 20th day of April, 2007, the 25th day of June, 2010, the 8th day of April, 2011, the 24th day of June, 2011, the 8th day of April, 2016, and the 13th day of October, 2017, and the 4th day of May, 2018.

Approved by FSU Board of Directors 10th day of June, 2016.

BOARD OF DIRECTORS OF THE JOHN AND MABLE RINGLING MUSEUM OF ART FOUNDATION, INC.

By: /s/ Paul Hudson
Chair

Attest: /s/ Daniel Denton
Secretary
MEMORANDUM

TO: President John Thrasher

FROM: Kyle Clark

DATE: June 7, 2018

SUBJECT: 2018-2019 Operating Budget Request for Approval

As required by Florida Statute 1011.40 (2) and BOG Regulation 9.007, each University Board of Trustees shall adopt an operating budget for the operation of the university as prescribed by law and rules of the Board of Governors. The statute also requires that the proposed expenditures, plus transfers, and balances shall not exceed the estimated income, transfers and balances.

The following motions are requested of the Board of Trustees:

1. Grant approval for the President to prepare and implement the operating budget of the University as prescribed by law, rules of the Board of Governors, policies of the University Board of Trustees, and provisions of the General Appropriations Act.

2. Approve the University's 2018-2019 operating budget at $1,712,841,231 for the July 1, 2018 to June 30, 2019 fiscal year.

3. Approve the University’s 2018-2019 Florida Medical Practice Plan operating budget at $6,027,854 for the July 1, 2018 to June 30, 2019 fiscal year.

4. Approve the University’s 2018-2019 Direct Support Organizations operating budget at $81,556,662 for the July 1, 2018 to June 30, 2019 fiscal year.

5. Grant approval for the President to make subsequent changes to the budgets (motions 2, 3, and 4) as needed during the fiscal year, within available resources and fund balances.

6. Continue the existing Tuition and Fee Regulation at current rate for fiscal year 2018-2019 and approve amendment of current regulation to that effect.

I recommend approval of the motions.

KCC/ml
MEMORANDUM

TO: President Thrasher

FROM: Kyle Clark

DATE: May 23, 2018

SUBJECT: FY2019-2020 Fixed Capital Outlay Budget Request Request for Approval

Each year, pursuant Sections 216.0158, 216.043 and 1013.64, Florida Statutes, the Board of Governors requires each college and university to update its Capital Improvement Plan (CIP), which is the cornerstone of the annual Fixed Capital Outlay Budget Request. The CIP is intended to represent the additional academic and academic support facilities needed for a five-year period. The updated CIP and Fixed Capital Outlay Budget Request will be submitted to the Board on August 1, 2018.

The attached CIP documents illustrate the recommended list of PECO eligible projects, CITF projects, and those that are to be funded from non-State resources, such as debt. The first list illustrates what the University requested last year and which projects received appropriations this past Legislative session. The second list portrays funding recommendations for next year. The substantial difference between the two list is the removal of the funding request for the EOAS project since it received its final appropriation this past session. Several lower priorities have also been rearranged to meet evolving needs. Prior to submittal, each request will be reviewed to confirm the project details and make any adjustments, such as for inflation.

It is recommended therefore that the FSU Board of Trustees empower the President to make any changes, where required, to the University’s Fixed Capital Outlay Budget Request before it is submitted to the Board of Governors. The updated information will then be brought back to the Trustees for their final review and approval. Also included will be the following lists of requests that require Legislative approval:

1. Projects requiring changes in previous appropriations
2. Projects requiring approval to be constructed, acquired, or financed by a University or University DSO with approved debt authorized by the Board of Governors.
3. Projects funded from institution or other sources that require general revenue for operation.

I recommend approval of the draft FY2019-2020 Fixed Capital Outlay Budget Request.

KC/mb
STATE UNIVERSITY SYSTEM  
Five-Year Capital Improvement Plan (CIP-2) and Legislative Budget Request  
Fiscal Years 2019-20 through 2023-24

PESCO-ELIGIBLE PROJECT REQUESTS

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<th>Priority</th>
<th>Project Title</th>
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<th>2021-22</th>
<th>2022-23</th>
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CITF PROJECT REQUESTS

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REQUESTS FROM OTHER STATE SOURCES

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REQUESTS FROM NON-STATE SOURCES, INCLUDING DEBT

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P = Planning  C = Construction  E = Equipment  LA = Land Acquisition
## PECO-ELIGIBLE PROJECT REQUESTS

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<td>12</td>
<td>3,300,000</td>
<td>Academic Support Building</td>
<td>36,300,000 C</td>
<td>5,100,000 E</td>
<td>-</td>
<td>-</td>
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<td>44,700,000</td>
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<td>13</td>
<td>5,000,000</td>
<td>Dittmer Building Remodeling</td>
<td>29,000,000 C</td>
<td>18,200,000 C</td>
<td>6,800,000 E</td>
<td>-</td>
<td>-</td>
<td>59,000,000</td>
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<tr>
<td>14</td>
<td>-</td>
<td>Physics Building</td>
<td>6,200,000 P</td>
<td>58,700,000 CE</td>
<td>7,100,000 E</td>
<td>-</td>
<td>-</td>
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<tr>
<td>15</td>
<td>-</td>
<td>Kellogg Research Building Remodeling</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2,200,000 P</td>
<td>18,400,000 CE</td>
<td>20,600,000</td>
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<tr>
<td>16</td>
<td>-</td>
<td>Biology Unit I Building Remodeling</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>3,600,000 P</td>
<td>32,400,000 CE</td>
<td>36,000,000</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>30,959,263</strong></td>
<td></td>
<td><strong>34,700,000</strong></td>
<td><strong>70,800,000</strong></td>
<td><strong>576,685,684</strong></td>
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</tr>
</tbody>
</table>

P = Planning  C = Construction  E = Equipment  LA = Land Acquisition
MEMORANDUM

TO:       Dr. Tom Jennings, Vice President for University Advancement
FROM:     Dr. Amy Hecht, Vice President for Student Affairs
SUBJECT:  Health & Wellness Center Naming
DATE:      May 22, 2018

Dr. Mary B. Coburn epitomizes the strength, skill and character of Florida State University. A three-time alumna, Mary’s caring spirit for students and the Florida State community is unparalleled. During her tenure as Vice President for Student Affairs from 2003 to 2017, Mary created traditions, spaces and programs to enhance the student experience. One of her most impactful contributions was the university-wide Healthy Campus initiative, which formed shortly after her return to FSU in 2003.

Initially focused on alcohol prevention, Healthy Campus consisted of representatives across the university community committed to student health and wellbeing. Over the years, Healthy Campus evolved in line with the American College Health Association to include six strategic health teams: Alcohol, Tobacco and Other Drugs; Mental Health; Physical Health; Power-based Personal Violence; Sexual Health and Hazing Prevention.

Mary’s commitment to student’s overall wellness continues to be one of her lasting legacies. The manifestation of her work is the Health and Wellness Center. In fall 2012, the new Health and Wellness Center opened. The 170,000 square-foot building brought together University Health Services, Campus Recreation, the College of Nursing and the College of Human Sciences. The multi-purpose building, designed with students at the forefront, includes classrooms, health services, and fitness spaces with physical therapy and athletic training.

Under Mary’s leadership, the University Health Services – Health Promotions office increased services and became the Center for Health Advocacy and Wellness (CHAW). The CHAW team provides educational programming, training workshops and services connected to the six strategic health teams. Additionally, CHAW works with campus partners to coordinate key university-wide prevention initiatives including kNOwMORE, Green Dot Bystander Intervention and the Noles C.A.R.E. Suicide Prevention Program.

Adored by Florida State, Mary was also recognized nationally by her peers in NASPA, the National Association of Student Personnel Administrators, in 2011 as a Pillar of the Profession.

We strongly recommend the committee consider honoring our colleague and friend by naming the Health and Wellness Center in her honor: The Mary B. Coburn Health & Wellness Center.