MAY 24, 2021, 
MEETING MINUTES
FLORIDA STATE UNIVERSITY
BOARD OF TRUSTEES MEETING & PRESIDENTIAL CANDIDATE INTERVIEWS
MONDAY, MAY 24, 2021
9:00 AM
AUGUSTUS B. TURNBULL III CONFERENCE CENTER
ROOM 208
555 W PENSACOLA STREET
TALLAHASSEE FL

MEETING MINUTES

Attendees: Max Alvarez, Kathryn Ballard*, Ed Burr, Peter Collins, Eric Chicken, June Duda, Jorge Gonzalez, Jim Henderson, Nastassia Janvier, Craig Mateer, Deborah Sargeant, Bob Sasser, and John Thiel
*Attended virtually via ZOOM Video Conferencing
Note: Trustee Alvarez attended in person and moved to virtual attendance

I. CALL TO ORDER AND WELCOME
Mr. Ed Burr, Chair

Chair Burr called the meeting to order at 8:00 AM. Lynna Sands conducted the roll call and confirmed a quorum.

II. APPROVAL OF MINUTES (ACTION)
• April 1, 2021, Board Meeting

The April 1, 2021, General Board Meeting Minutes were approved as presented.

III. PUBLIC COMMENTS
Public Comments were provided by the following:

Will Handley, Faculty, commented regarding the presidential search and referenced his op-ed about searching for funding elsewhere. Thirty-five percent of FSU’s revenue is from state allocations and the average is 15%. FSU should search for new revenue streams. Complimented the search committee on finding three candidates that are excellent experience in the area.

Gary Tyson, Todd Adams, and Matthew Lata, all faculty, provided comments regarding the presidential search and were complimentary of the Presidential Search Committee’s efforts and the candidates that were brought forth for the final round of interviews.

Michael Buchler, faculty, commented regarding the SACS letter regarding and concern regarding the Board derailing the search process. He commented that he is supportive of the three candidates brought forth by the Presidential Search Committee.

Nancy Rogers, faculty, commented on the faculty senate resolution and presidential search.

Robin Goodman, faculty, commented on the presidential search. Supports the faculty senate resolution.
IV. REPORT OF THE PRESIDENTIAL ADVISORY SEARCH COMMITTEE

Chair Burr opened the Presidential Search Committee (PSC) report by reviewing the process of today’s Trustee meeting and addressing concerns of the process that were brought forth by Trustee Craig Mateer. The expected process is to interview each candidate for an hour to an hour and a half. The candidates will be asked a series of scripted questions by the Trustees and if time is available, Trustees can ask individual questions. Chair Burr reiterated that one of the most important charge of the Board of Trustees is to ensure the board selects a president that brings the right mix of qualifications and qualities to lead FSU and inspire greatness. He is confident that the three candidates brought forth by the PSC are talented candidates. Chair Burr thanked the PSC and Chair Bob Sasser for their extensive time and efforts through this tireless process.

Chair Burr asked Governor Eric Silagy, FLBOG representative on the Presidential Search Advisory Committee, to provide an initial report on the PSC’s work. Governor Silagy provided insight into the PSC process. He recognized the Committee as well as the consultant for doing a nice job at scouring the universe for strong candidates. He acknowledged the very open and transparent process, and discussions by the search committee. He was very pleased with the three strong candidates that were moved forward.

Chair Burr continued the discussion with addressing questions and concerns raised by Trustee Mateer and Governor Levine regarding the propriety of the presidential search process.

The initial concern addressed was a question asked by Governor Levine (FLBOG) regarding a potential violation for the Sunshine Laws during the PSC meeting on May 15, 2021. General Counsel Carolyn Egan read her response to the Board of Governor’s General Counsel, Vikki Shirley. Trustee Duda asked how the PSC arrived at a 9-3 vote. Chair Burr responded that there were 14 members available that day. Mr. Alberto Pimentel, search firm consultant, spoke to each member individually and private during the lunch break and asked for feedback regarding the candidates. Trustee Mateer chose not to provide his feedback regarding the candidates. Mr. Pimentel also recounted his recollection that he spoke to each committee member individually and privately. General Counsels Egan and Shirley both agree that there was no violation. Trustee Peter Collins recapped that the only discussion prior to the PSC meeting was with Mr. Pimentel and each individual member except Mr. Mateer and the member that wasn’t available, and that no Sunshine laws were broken. Governor Silagy also reiterated that the General Counsel for the Florida Board of Governors has reviewed this and concluded that there has been no violation.

Trustee Mateer addressed additional concerns regarding the propriety of the search and committee process. Trustee Mateer had concern with the control of information and votes in private. Trustee Mateer stated that the Sunshine Law requires votes be made in public, and it was brought back to the meeting with a 9-3, but don’t know how/who anyone voted. Chair Burr made a point of clarification that the 9-3 vote he was speaking of was the selection of the search firm. Trustee Mateer addressed that there were two specific times that a “private” vote was taken – when the search firm was selected and when Alberto took everybody’s vote in the lunchroom individually. The second issue of concern was the changing of the rules on Saturday, May 15, 2021. The third issue is the
control and change of process. According to Trustee Mateer, the process was set on May 11 and emailed on May 12 and 13. He indicates that on May 15 everything was changed at the PSC meeting. Trustee Mateer referenced an email that he read through that indicates that the campus would have an opportunity to meet the candidates on May 17 and then the search committee would meet and discuss the relevant feedback on May 24 (which is today). Chair Burr addressed his concerns and General Counsel Egan provided information from the past meetings. General Counsel Egan went back and reviewed the Presidential Search Committee meeting on November 10th. During the November 10th meeting, the PSC interviewed the four potential search firms. Following the interviews, the PSC agreed to do their due diligence and research on each firm and come back to the next meeting on a decision. On November 18th, the PSC members shared their concerns, references, and discussion regarding each firm. It was confirmed and on record that the PSC voted unanimously on December 10, 2020, to secure Storbeck/Pimentel to lead the presidential search.

Chair Burr addressed the concern regarding the date changes. Once the PSC voted to move forward with only three candidates and the regulations of the FLBOG is no less than two candidates should be put forward, there wasn’t a need for the PSC to reconvene and the PSC agreed. Chair Burr requested the FSU Board of Trustees meeting be moved up to May 24th.

Chair Burr requested General Counsel Egan to seek outside counsel to review the minutes and videos. General Counsel Egan secured Greenberg Traurig to review the information. General Counsel Egan shared the correspondence provided by Greenberg Traurig that states the Presidential Search Committee meetings on May 14 & 15, 2021, followed the Florida’s Government-In-The-Sunshine Law and fully complied. Additionally, the correspondence concluded with “the meeting that commenced on May 14th was timely notices, the names and background information on the nine were given an opportunity to be heard at the meeting, and the Committee had a full and open discussion of the candidates before holding a public vote.”

Trustee Janvier reemphasized that during the (PSC) meeting there were motions for candidates to be discussed and a vote to move forward with more than three candidates and failed by a majority. There wasn’t enough momentum to carry more than three candidates forward.

Moving forward following the discussion, Vice Chair Bob Sasser addressed the PSC members. He thanked the Committee for their participating in the lengthy process. The Committee conducted an open and transparent national search, according to the Florida Laws and Regulations. He commended Alberto Pimentel and his colleagues at SPN Executive Search for recruiting an outstanding slate of candidates that reflect the University’s preeminence. The Committee received and reviewed 35 applicants, narrowed the appeal to nine excellent candidates who were invited to campus for in person interviews. The nine candidates were interviewed on May 14 & 15 and advanced three of the candidates to the FSU Board of Trustees. He was confident that these three finalists were exceptional candidates. He thanked Vice President Kyle Clark and staff for the support they gave during the process.

V. CANIDATE INTERVIEWS
The following candidates were interviewed by the FSU Board of Trustees:
VI. DISCUSSION AND SELECTION

Chair Burr provided opportunity for each Trustee to provide feedback regarding each candidate. Following the discussion, a motion was made by Trustee Peter Collins to select Dr. Richard McCullough as the next president of Florida State University. Trustee June Duda seconded the motion. Chair Burr clarified the voting process moving forward. He indicated that a hand vote would take place with seven votes being the majority. He opened the motion for discussion.

Trustee Chicken commented that although the faculty like all the candidates, they do prefer Dr. Blouin. Dr. Blouin would be able to lead the university into the top 10. Trustee Gonzalez commented that although all three would be a good hire, Dr. McCullough would be a better fit for FSU with his background and he indicated his support for the motion for Dr. McCullough. Trustee Thiel commented that he supports Dr. McCullough due to his experience in the areas that we need to continue to develop and excel to the level that we all want.

Trustee Mateer commented that Dr. McCullough's style fits FSU and he supports the motion. Vice Chair Sasser recognized that is a tough decision between the three candidates, but the difference with Dr. McCullough is his passion, vision and sets a high bar with confidence that we will get there. Trustee Ballard liked the fire in the belly that Dr. McCullough showed for the university. Trustee Janvier provided her perspective viewing the university 5-10 years from now and pushing the boundary, she believes Dr. Piedimonte would provide what the university needs to move forward. Trustees Thiel and Collins feel that Dr. McCullough could provide what is needed to move the university forward. Chair Burr reiterated that all three candidates were truly great candidates. Many have asked how we have such a great pool of candidates. This is all due to what President Thrasher and this University have accomplished over the past few years. This has inspired each one of them and sparked interest in the job.

Following the discussion, Chair Burr asked for a hand vote in favor of selection Dr. Richard McCullough as the next president of Florida State University and the FSU Board of Trustees voted unanimously to select Dr. McCullough as the

No further business or discussion.

VII. CHAIR'S REPORT

VIII. OPEN FORUM FOR BOARD OF TRUSTEES

IX. ADJOURN

The meeting was adjourned at 4:21 pm.
CONSENT ITEM A
John and Mable Ringling Foundation, Inc.

Board of Director Nominees
John and Mable Ringling Foundation, Inc.

Board of Director Reappointments

1. Warren R. Colbert, Sr.
2. Margaret Hausberg
CONFIDENTIAL - NOMINEE PROFILE

Eva Marie "Marie" McKee
Sarasota, FL

BACKGROUND

Organization Foundation Background

In her retirement, Ms. McKee serves as the chair of the Duke Energy Corporation's Compensation Committee, and as a member of the Corporate Governance Committee. Since 2012, she has served as a Director of Duke Energy and was selected for her thorough knowledge of human capital management and compensation practices, and her understanding of environmental regulations and risk management with regard to the manufacturing process.

Duke Energy is one of the largest electric power holding companies in the U.S., providing electricity to 7.7 million customers in six states. They aim to continue modernizing energy production in order to generate cleaner energy.

Thumbnail

Ms. McKee is a past president of the Corning Museum of Glass. During her time as President of the Corning Glass Museum, Ms. McKee oversaw the successful merger of the nonprofit museum arm and the retail/display operations of the Corning Museum of Glass, followed by a $65 million dollar expansion completed in 2001.

Personal

Bachelor's - Education, Purdue University
Master's - Education, Purdue University
M.B.A - Certificate in Management, Simmons College

AWARDS & ACHIEVEMENTS

Awards & Achievements

The National Women's Hall of Fame.

Memberships

Alumni Association:
Presidents Club:
Wescott Society: No
Boosters:
Ringling:

Family

Spouse - Robert Hastings Cole, Jr.; born March 1953
Daughter - Liza K. McKee-Cole; born January 1990
-Reportedly, Liza previously worked as a Studio Assistant at the Corning Museum of Glass.
Daughter - Katherine Marie McKee-Cole; born September 1984
-Katherine McKee-Cole is an ENT Doctor in Grand Junction Colorado.
CONFIDENTIAL - NOMINEE PROFILE

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<td><strong>Affiliations</strong></td>
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<tr>
<td>Member - Silver Dollar Society, Rockwell Museum</td>
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<tr>
<td>Trustee Emeritus - Rockwell Museum</td>
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<tr>
<td>Trustee Emeritus - Corning Museum of Glass</td>
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<tr>
<td>Founding Member - Sustainers Circle, Corning Museum of Glass</td>
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CONFIDENTIAL - NOMINEE PROFILE

James Benjamin "Jim" Stewart
Sarasota, FL

BACKGROUND

Organization Foundation Background

Dr. Stewart is a Professor of Labor Studies and Employment Relations and African and African American Studies and Management and Organization at Penn State University. He previously served as vice provost for Educational Equity and Director of the Black Studies Program. As vice provost he was responsible for planning, developing, coordinating, articulating, and advocating the university’s goals, policies, and procedures pertaining to diversity, equity, and inclusion.


Dr. Stewart is the past-president of the National Council for Black Studies, he has also served as a consultant for many universities and the Department of Defense.

Personal

Dr. Stewart grew up in the inner city in a working-class, all-Black neighborhood called Mount Pleasant. He attended an all-Black elementary school, as districts were drawn to maintain segregation.

AWARDS & ACHIEVEMENTS

Awards & Achievements

1973-1974 - Notre Dame Afro-American Fellowship
1974-1975 - Ford Foundation National Fellowships Fund Fellowship
April 1984 - Outstanding Faculty Award, Black Arts Festival Committee, Penn State University
February 1985 - Honorary Outstanding Black Delawarean, Black Studies Program and Student Government Association of Delaware State College
January 1985 - First Humanitarian Service Award, Forum on Black Affairs, Penn State University
May 1987 - Outstanding Volunteer Award, Education Division, Rockview State Correctional Institution
1990 - Presidential Award, National Council for Black Studies
April 1992 - Support and Leadership Award, Black Studies Program, The Pennsylvania State University
April 1992 - Award for Outstanding Contributions Improving Equal Opportunity and Cross Cultural Relations, Penn State University
September 9, 2000 - Saba Award for Intellectual Achievement and Leadership, US, Los Angeles, California
September 2004 - African American Culture and Philosophy Award, African American Studies and Research Center at Purdue University
October 2004 - Anta Diop Award for Best Articles in Scholarly Journals, ANKH
March 2006 - Anna Julia Cooper & CLR James Award for Outstanding Promotion of Scholarly Publications in Africana Studies, National Council for Black Studies, Houston, Texas
September 2006 - Award for Service to the Journal of African American History, Association for the Study of African American Life and History, Atlanta, Georgia
October 2006 - Senior Scholar Award, Brothers of the Academy, Atlanta, Georgia
CONFIDENTIAL - NOMINEE PROFILE

Memberships
Alumni Association:
Presidents Club:
Westcott Society: No
Boosters:
Ringling:

Family
Spouse - Caryl Jeanne Steward; born December 12, 1951

COMMUNITY INVOLVEMENT

Affiliations
Member, Board of Trustees New College of Florida
President, Sarasota Duplicate Bridge Club of the American Bridge Association
Past president, Manasota Branch of ASALH
It is reported the he also serves as a board member of several Sarasota-area non-profit.
FSU REAL ESTATE FOUNDATION
BOARD OF DIRECTOR NOMINEES
Real Estate Foundation Board of Directors
Nominee Profile
CONFIDENTIAL

John Crossman
Orlando, FL.

PROFESSIONAL BACKGROUND

John Crossman is president of Crossman & Company, one of the largest retail leasing, property management and investment sales firms in the Southeast United States. Mr. Crossman is passionate about serving Florida State University. He is a Lifetime Member of both the FSU Alumni Association and the FSU Varsity Club. In 2013, he was the youngest person to ever be inducted into the FSU College of Business Hall of Fame. As an FSU student, Mr. Crossman ran track from 1989–93, and now hosts an annual fundraiser as part of the McIntosh Society to support Seminole Boosters and FSU track. In addition to his role supporting FSU, Mr. Crossman is known nationally for his work with college students and diversity. He is currently a trustee for Valencia College and is a five-time appointee by U.S. Senator Marco Rubio to the Regional Service Academy Nomination Board. He also serves on the FAMU Foundation Board. He and his wife Angie, have two daughters, Claire and Ava.

AWARDS & ACHIEVEMENTS

- FSU College of Business Hall of Fame 2013

EDUCATION & UNIVERSITY RELATIONSHIPS

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<tr>
<th>School Name</th>
<th>School Type</th>
<th>Degree</th>
<th>Class Of</th>
<th>Major</th>
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<td>Florida State University</td>
<td>Business</td>
<td>Bachelor of Science</td>
<td>1993</td>
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FSU RELATIONSHIP

- Member FSU Varsity Club
- Member of the Alumni Association
- Member Diversity, Equity & Inclusion Committee
- Member Marketing & Communications Committee

COMMUNITY INVOLVEMENT

- Member FAMU Foundation Board
- Trustee Valencia College
- Regional Service Academy Nomination Board
- Education & Diversity Consultant
- Professional Speaker & Author
FSU ALUMNI ASSOCIATION
BOARD OF DIRECTOR NOMINEES
FSU Alumni Association
Board of Director Reappointments

1. Les Akers
2. Lindy Benton
3. Staci Cross
4. Jeanne Curtin
5. Shannon Libbert
6. Jeanne Miller
2021 Board of Directors Nominee Profile
CONFIDENTIAL

Glen Hallowell
Chula Vista, California

PROFESSIONAL BACKGROUND
Glen Hallowell currently works as a Naval Special Warfare Command Deputy N39 where he provides program management to Naval Special Warfare Tactical Information Operations tailoring signals intelligence, cyber, and information operational support to Naval Special Warfare operations worldwide supporting SEALs and Special Boat Team activities.

AWARDS & ACHIEVEMENTS

EDUCATION & UNIVERSITY RELATIONSHIPS

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<th>School Name</th>
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<tr>
<td>Florida State University</td>
<td>Social Sciences and Public Policy</td>
<td>Bachelor of Science</td>
<td>2009</td>
<td>Geography</td>
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FSU RELATIONSHIP
Since graduation Glen has supported FSU as the President and Vice President of The Seminole Club of Baltimore from the Spring of 2010 to the Spring of 2015. He also actively participated in The Seminole Club of Tampa and The Seminole Club of San Diego. He has supported the FSU Emergency Management Team by providing professional advice to instructors and students with interest in pursuing careers in the Intelligence Community. He is a member of the FSU Alumni Association and Seminole Boosters and a supporter and donor to the FSU Student Veteran’s Center.

COMMUNITY INVOLVEMENT
Glen has extensive community service from his time in the Marines as they often supported Habitat for Humanity while also fundraising for the annual Marine Corps Ball. He was often involved with planning portions of these events and responsible for supervising subordinates during those events. This experience was valuable while serving as the President of FSU’s Collegiate Veteran’s Association and navigating how to grow a new niche student group both in terms of a budget and membership.
2021 Board of Directors Nominee Profile
CONFIDENTIAL

Ramiro Inguanzo
Miami Lakes, Florida

PROFESSIONAL BACKGROUND

As the Deputy City Manager for Bal Harbour Village, Florida, Ramiro Inguanzo is responsible for the day-to-day management of this coastal community in Miami-Dade County, including serving as the Director of Tourism/Economic Development/Communications and Human Resources and assisting and guiding the Police and Building functions. Since graduating, Ramiro has worked in government at the federal, state and local levels, as well as serving as an Assistant Dean and Director of Government and Community Relations for Miami-Dade College.

AWARDS & ACHIEVEMENTS

Ramiro is a certified Florida Public Sector Labor Relations Professional (2010); a graduate of the University of Virginia, Darden School of Business, Senior Executive Institute (2008); a graduate of the International City/County Management Association (ICMA) Leadership ICMA Program (2008); and a graduate of the Florida International University, Academy for Strategic Management (2004). He is also a Credentialed Manager (CM) through the International City/County Management Association (ICMA).

EDUCATION & UNIVERSITY RELATIONSHIPS

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<th>Major</th>
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<td>Bachelor of Science</td>
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<td>Political Science</td>
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<tr>
<td>Florida State University</td>
<td>Social Sciences and Public Policy</td>
<td>Master of Public Administration</td>
<td>1994</td>
<td>Public Administration</td>
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FSU RELATIONSHIP

As a student, Ramiro was involved in Student Government Association, elected as the Union Board Chair, inducted into the Gold Key Hall of Fame, awarded the first ever Apollo Visko Leadership Award, and was twice appointed by then-Governor Lawton Chiles as the student representative to Florida's Postsecondary Education Planning Commission to represent all college students statewide. Since graduating, Ramiro has remained involved with the university, originally with the Seminole Torchbearers and since 2015 as a board member of the FSU Student Affairs Development Council.

COMMUNITY INVOLVEMENT

Ramiro currently serves as the President of the Miami-Dade City/County Management Association and as a Board Member of the International City Managers Association’s Local Government Hispanic Network and the Miami-Dade County’s Neat Streets Miami. He was recently appointed by the Chairperson of the Miami-Dade County Public Schools to serve on the Miami-Dade County Public Schools Secure Our Future Advisory Committee.
Cameron Pennant currently serves as the Legislative Manager for Charlotte County, Florida. He manages Charlotte County’s Legislative Affairs Office, which is responsible for developing the legislative program for the Board of County Commissioners and coordinating the County’s lobbying efforts in Tallahassee and Washington, D.C. This position allows him to represent the interests of the Board of County Commissioners to members of the Florida Legislature, Charlotte County’s federal representatives, federal agencies, and governing bodies of local municipalities and organizations. He has previously worked and communicated closely with state representatives, state senators, and senior officials in the Governor’s administration. In his current role, he fosters these relationships and continues to expand his connections at the federal level with U.S Congresspersons, U.S Senators and their offices, and senior federal agency officials.

Cameron has worked hard to give back to students and in December 2020 formally established the Pennant Scholars program through the FSU CARE program.

Cameron focused on returning his time and resources back to FSU. In the summer of 2018, he started volunteering with FSU’s Center for Academic Retention & Enhancement (CARE) program. He started as a tutor for the program, but after six months was promoted to an FSU CARE SCOPE Learning Specialist. His original commitment which lasted 14 months ended in August 2019, but he was asked to come back and serve again as a learning specialist in October 2020. In this role, he manages the academic, professional, and personal development of 32 first-generation undergraduate students in the fields of Business, Government, Hospitality, and Entrepreneurship.

Cameron assists with the annual Summer Move-In for CARE where he helps new FSU students and their parents become a part of the Seminole Family. He also serves as a guest lecturer for FSU’s Emergency Management & Homeland Security Program.
SEMINOLE BOOSTERS, INC.

BOARD OF DIRECTOR NOMINEES
Seminole Boosters, Inc.

Board of Director Reappointments

1. Marilyn Cox
2. Craig Dewhurst
3. Charlie Dudley
4. Pete Law
5. Brett Lindquist
6. Craig Ramsey
7. Jim Steiner
8. Philip Troyer
9. Jerry Williams
SEMINOLE BOOSTERS, INC.

2021 NOMINATING COMMITTEE

<table>
<thead>
<tr>
<th>BOB DAVIS</th>
<th>RAYMOND COTTRELL</th>
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<tbody>
<tr>
<td>Chair</td>
<td>Big Bend (2)</td>
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<tr>
<td>JIMMY GRAGANELLA</td>
<td>ANNE HAMILTON</td>
</tr>
<tr>
<td>Chair-Elect</td>
<td>Central Florida</td>
</tr>
<tr>
<td>DOUG RUSSELL</td>
<td>BARRY VAUGHN</td>
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<tr>
<td>Immediate Past Chair</td>
<td>Northeast FL</td>
</tr>
<tr>
<td>ANDY JHANJII</td>
<td>DIANA AZOR</td>
</tr>
<tr>
<td>President Designee</td>
<td>Gold Coast</td>
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<tr>
<td>DAVID COBURN</td>
<td>NYLAH THOMPSON</td>
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<tr>
<td>Director of Athletics</td>
<td>Sun Coast</td>
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<tr>
<td>GARY WALSINGHAM</td>
<td>BRUCE HARRELL</td>
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<tr>
<td>NW Florida</td>
<td>Out of State</td>
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<tr>
<td>KATHY ATKINS-GUNTER</td>
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<td>Big Bend (1)</td>
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On May 6, the Committee met to consider nominees for the 2021 Board of Directors. Their proposed slate includes nominations for all available directorships, plus proposed officers and Executive Committee members for 2021/22. Each new Director’s term is for three years to begin with the commencement of the new fiscal year.

NOMINATING SLATE

2021/2022 EXECUTIVE COMMITTEE OFFICERS

<table>
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<tr>
<th>CHAIR:</th>
<th>JIMMY GRAGANELLA</th>
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<tbody>
<tr>
<td></td>
<td>(Tallahassee, FL); Entrepreneur; MICCO</td>
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<tr>
<td>VICE CHAIR:</td>
<td>CHARLIE DUDLEY</td>
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<tr>
<td></td>
<td>(Tallahassee, FL); Lobbyist/Attorney; GC</td>
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<td>SECRETARY:</td>
<td>ANNE HAMILTON</td>
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<tr>
<td></td>
<td>(Windermere, FL); Disney; GC</td>
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<tr>
<td>TREASURER:</td>
<td>PARRISH OWENS</td>
</tr>
<tr>
<td></td>
<td>(Atlanta, GA); Food Industry; MICCO</td>
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## EXECUTIVE COMMITTEE AT-LARGE NOMINEES

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<tr>
<th>Name</th>
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<tbody>
<tr>
<td>CLIF CURRY</td>
<td>(Brandon, FL); Attorney; PC</td>
</tr>
<tr>
<td>ALAN FLAUMENHAFT</td>
<td>(Orange, CT); Entrepreneur; MICCO</td>
</tr>
<tr>
<td>DELORES SPEARMAN</td>
<td>(Rockledge, FL); Philanthropist &amp; Volunteer; MICCO</td>
</tr>
<tr>
<td>BILL STEPHENSON</td>
<td>(Ponte Vedra Beach, FL); Financial Services; MICCO</td>
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## BOARD AT-LARGE NOMINEES

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<tbody>
<tr>
<td>ERICKA FRANZ</td>
<td>(Tampa, FL); Real Estate; GC</td>
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<tr>
<td>GINA HILL</td>
<td>(Ponte Vedra Beach, FL); Engineering; GC</td>
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## BOARD AT-LARGE REAPPOINTMENTS

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<tr>
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<tr>
<td>MARILYN COX</td>
<td>(Tallahassee, FL); Cardiologist; PC</td>
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<tr>
<td>CRAIG DEWHURST</td>
<td>(St. Augustine, FL); Insurance; GC</td>
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<tr>
<td>CHARLIE DUDLEY</td>
<td>(Tallahassee, FL); Lobbyist/Attorney; GC</td>
</tr>
<tr>
<td>PETE LAW</td>
<td>(Atlanta, GA); Attorney; GC</td>
</tr>
<tr>
<td>BRETT LINDQUIST</td>
<td>(Tierra Verde, FL); Real Estate Financing; GC</td>
</tr>
<tr>
<td>CRAIG RAMSEY</td>
<td>(Alpharetta, GA); Management Consulting Services; GC</td>
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<tr>
<td>JIM STEINER</td>
<td>(Inlet Beach, FL); Real Estate; MICCO</td>
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<tr>
<td>PHILIP TROYER</td>
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<tr>
<td>JERRY WILLIAMS</td>
<td>(Tallahassee, FL); Retired; MICCO</td>
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## BOARD AT-LARGE ALTERNATES

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<tr>
<td>DOUG BISHOP</td>
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<tr>
<td>LLOYD SWEET</td>
<td>(Centennial, CO); Retired; GC</td>
</tr>
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</table>
Ericka is a successful real estate agent in the Tampa Bay area with RE/MAX Palm Realty. Prior to that, she was an enterprise account executive at RedVector, which specializes in online continuing education (CE) and training solutions for a wide range of industries including AEC, Facilities Management and Industrial. She also spent time working for Century 21 Beggins Enterprises, as well as acting as a senior account manager and manager of business development with ExtenSys, Inc. Prior to that, Ericka worked in sales with Danka, formerly Konica Minolta, for over thirteen years.

- **Seminole Boosters Annual Fund Member and Skybox Owner**
- **Contributor to the FSU Foundation**

- **The Salvation Army – Red kettle bell ringer**
- **Hyde Park United Methodist – Small group facilitation, communion server, open arms participant, and leadership committee member**
Seminole Boosters, Inc. Board of Directors Nominee Profile
CONFIDENTIAL

GINA HILL
Ponte Vedra Beach, FL

PROFESSIONAL BACKGROUND

Gina started her career in engineering in 1989 as a structural engineer with Sverdrup Corporation/Jacobs Engineering. In 1994 she left to start a career with Reynolds Smith and Hills, where she worked for 6 years until 2000. After that, she took her expertise to Haskell from 2000-2004 until she finally branched off to start her own firm. Gina is the President & CEO of G.M. Hill Engineering, Inc. (GMHILL), a design-build, engineering, architecture, and construction firm headquartered in Jacksonville, Florida.

AWARDS & ACHIEVEMENTS

- FLVEC 2018 Recipient
- Ranked #5 out of 50 Minority-Owned Businesses of Jacksonville in 2021

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>Engineering</td>
<td>Bachelors</td>
<td>1988</td>
<td>Mathematics/Civil Engineering</td>
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</table>

FSU RELATIONSHIP

- Seminole Boosters Annual Fund Member
- Delta Gamma Sorority
- Planned Gift with the College of Engineering
- Women4FSU
- Member of the Westcott Society

COMMUNITY INVOLVEMENT

- Member, American Concrete Institute
- Member, American Institute of Steel Construction
- Member, American Society of Civil Engineers
- Member, Northeast Florida Structural Engineers Association Board of Directors
- Member, Northeast Florida Residential Engineers Association
- Member, Society of Military Engineers Board of Directors (NEFL)
FSU FOUNDATION
BOARD OF DIRECTOR NOMINEES
FSU Foundation Board of Trustees Nominees for a Three-Year Term Beginning July 1, 2021, and Ending June 30, 2024:

- **Dr. Ruth Ruggles Akers** ('04, Ph.D., Musicology), Tallahassee, Fla., professor of musicology at FSU, former member of the FSU Alumni Association’s National Board of Directors, former member of the FSU Opening Nights Development Council
- **William Coen** ('74, B.M.E., Music Education; '79, M.B.A., Business Administration), Naples, Fla., (retired) investment adviser representative for Morgan Stanley, life member of the FSU Alumni Association
- **Arthur L. Fleming** ('81, B.S., Criminology), Smyrna, Ga., senior vice president and director of community investment services at Federal Home Loan Bank Atlanta, life member of the FSU Alumni Association
- **Dr. Tom C. Haney** ('64, B.A., Biological Science), Tallahassee, Fla., (retired) founding doctor of Tallahassee Orthopedic Clinic, former chair of the FSU Alumni Association’s National Board of Directors, former member of the FSU Foundation Board of Trustees, former member of the Seminole Boosters Board of Directors
- **Jay Steele** ('90, B.S., Accounting), Atlanta, Ga., owner, CEO and president of Steele Consulting, LLC, member of the FSU College of Business Board of Governors
- **Agnes Stoops** ('82, B.S., Social Work; '83, M.S.W., Social Work), Delray Beach, Fla., managing member of Calculate Risk Partnership, LLC, life member of the FSU Alumni Association

FSU Foundation Board of Trustees Nominated for a Second Three-Year Term Beginning July 1, 2021 and Ending June 30, 2024:

- Marion J. Taormina Hargett
- Russell Kohl
- Steven J. Mudder, Esq.
- Sean Pittman, Esq.

FSU Foundation Board of Trustees Nominated for a Third Three-Year Term Beginning July 1, 2021, and Ending June 30, 2024:

- Michael C. Poland
- Ashbel C. Williams Jr.
Dr. Ruth Ruggles Akers  
Tallahassee, Fla.

BACKGROUND

Dr. Ruth Akers teaches music history at FSU. She has presented recitals and lectures in many venues, including the Florida State Music Teachers Association's annual conference. Dr. and Mr. Akers were honored in 2015 for their generous donation to the Tallahassee Memorial HealthCare Medical Music Therapy Program. A joint partnership between Florida State University and Tallahassee Memorial HealthCare Foundation created in 1999, the program trains music therapists to provide support for various medical needs, including procedural support, childbirth, pain and anxiety management, cognitive and sensory stimulations, relaxation and neurologic rehabilitation.

AWARDS AND ACHIEVEMENTS

- Pi Kappa Lambda National Music Honor Society Inductee
- Phi Kappa Phi Honor Society Honoree

FSU INVOLVEMENT

<table>
<thead>
<tr>
<th>Education</th>
<th>School Name</th>
<th>School Type</th>
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<th>Class of</th>
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<tbody>
<tr>
<td>Florida State University</td>
<td>Music</td>
<td>Doctor of Philosophy</td>
<td>2004</td>
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FSU Relationship

- FSU Alumni Association Board of Directors, Former Secretary and Member
- FSU Opening Nights Advisory Board, Member

COMMUNITY INVOLVEMENT

Affiliations

- Tallahassee Symphony Orchestra Board, Vice President of Education
- Community Foundation of North Florida Board, Member
- Palm Beach Community College, Music Faculty, Former Member
- Florida Atlantic University, Music Faculty, Former Member
CONFIDENTIAL

William Emerson "Bill" Coen
Naples, Fla.

BACKGROUND

Mr. William "Bill" Coen retired from Morgan Stanley as an investment adviser representative in October 2014. He was a financial advisor for over 25 years and a Certified Financial Planner for 23 years before retiring. He currently serves as the vice president of district operations and is an active executive board member for the Southwest Florida Council of the Boy Scouts of America.

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<thead>
<tr>
<th>Education</th>
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<tbody>
<tr>
<td>School Name</td>
<td>School Type</td>
<td>Degree</td>
<td>Class of</td>
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<tr>
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<td>Business</td>
<td>Master of Business Administration</td>
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<td>Florida State University</td>
<td>Music</td>
<td>Bachelor of Music Education</td>
<td>1974</td>
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</tbody>
</table>

FSU Relationship

- FSU Alumni Association, Life Member

COMMUNITY INVOLVEMENT

Affiliations

- Rotary International Club, Member
Mr. Arthur Fleming is the senior vice president and director of community investment services at Federal Home Loan Bank Atlanta, directing their community investment, economic development and affordable housing products and services. Before joining FHLBank Atlanta, Mr. Fleming was chief lending and investment officer for the Opportunity Finance Network, Inc., a national community development financial institution. He has experience in a variety of financial services, legal, housing development and academic roles, serving as the senior director for the Southeast region and director of housing finance for the Fannie Mae Foundation; senior vice president and managing director of housing initiatives at GMAC Mortgage Corporation; founder and executive director of the Community Financing Consortium, Inc.; and as an attorney and senior associate for the FAU/FIU Joint Center for Environmental and Urban Problems.

<table>
<thead>
<tr>
<th>School Name</th>
<th>School Type</th>
<th>Degree</th>
<th>Class of</th>
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</thead>
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<tr>
<td>Florida State University</td>
<td>Criminology</td>
<td>Bachelor of Science</td>
<td>1981</td>
<td>Criminology</td>
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</table>

**FSU Relationship**
- FSU Alumni Association, Life Member

**COMMUNITY INVOLVEMENT**
- The Memorial Foundation, Inc. Board of Directors (Builders of the Martin Luther King Jr. Memorial), Member
FLORIDA STATE UNIVERSITY
FOUNDATION

FOUNDATION BOARD OF TRUSTEES NOMINEE PROFILE

CONFIDENTIAL

Tom Charles Haney
Tallahassee, Fla.

BACKGROUND

After many years of providing care to patients at Tallahassee Orthopedic Clinic, Dr. Tom Haney retired in May 2020. His career began in the 1970s following an education at Florida State University and Emory University School of Medicine. As one of Tallahassee Orthopedic Clinic's founding doctors, Dr. Haney made significant contributions to orthopedics and the community. Along with Dr. Doug Henderson, he successfully established Tallahassee Orthopedic Clinic as the first medical practice in North Florida dedicated exclusively to orthopedics. Tallahassee Orthopedic Clinic served as team doctors for FSU Athletics during the Bobby Bowden era, where Dr. Haney served as an FSU team physician from 1975-2011.

FSU INVOLVEMENT

<table>
<thead>
<tr>
<th>Education</th>
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<tr>
<td>School Name: Florida State University</td>
<td>School Type: Arts and Sciences</td>
<td>Degree: Bachelor of Arts</td>
<td>Class of: 1964</td>
<td>Major: Biological Science</td>
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FSU Relationship

- FSU Alumni Association Board of Directors, Former Chair
- Seminole Boosters Board of Directors, Former Member
- FSU Foundation Board of Trustees, Former Member
- Emeritus Alumni Society Board of Directors, Member

COMMUNITY INVOLVEMENT

Affiliations

- Leadership Tallahassee, Class XIII, Member
- Tallahassee Memorial Hospital's Foundation Board, Former Member
- Governor's Council for Physical Fitness and Sports, Former Member
- Tallahassee Sports Council, Former Executive Board Member
Mr. Jay Steele is the owner, CEO and president of Steele Consulting, LLC, a tax consulting firm located in Atlanta which services Fortune 500 and mid-sized clients, including Visa, UPS, Salesforce and Intel, since 2005. Before forming Steele Consulting, Mr. Steele was a senior manager at PricewaterhouseCoopers and worked previously at Arthur Andersen, EY and KPMG.

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<tr>
<th>Education</th>
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<tbody>
<tr>
<td>School Name</td>
<td>School Type</td>
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<td>Class of</td>
<td>Major</td>
</tr>
<tr>
<td>Florida State University</td>
<td>Business</td>
<td>Bachelor of Science</td>
<td>1990</td>
<td>Accounting</td>
</tr>
</tbody>
</table>

**FSU Relationship**
- FSU College of Business Board of Governors, Member
- FSU Alumni Association, Life Member
Agnes Flaherty “Aggie” Stoops  
Delray Beach, Fla.

**BACKGROUND**

Mrs. Agnes “Aggie” Stoops serves as a managing member at Calculated Risk Partnership, LLC, a company established by her husband, Jeffrey. Mrs. Stoops is chairman-secretary of the Stoops Family Foundation. This foundation supports social and human services, basic and emergency aid, Christianity, diseases and conditions, health, shelter and residential care, performing arts and student services.

**FSU INVOLVEMENT**

<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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<tr>
<td>Florida State University</td>
<td>Social Work</td>
<td>Bachelor of Science</td>
<td>1982</td>
<td>Social Work</td>
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**FSU Relationship**

- FSU Alumni Association, Life Member

**COMMUNITY INVOLVEMENT**

**Affiliations**

- HomeSafe Florida Board of Trustees, Member
CONSENT ITEM B
SEMINOLE BOOSTERS, INC
AMENDED BYLAWS
### AMENDED AND RESTATED BYLAWS OF THE SEMINOLE BOOSTERS, INC.

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<td>Special Committees</td>
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<td>Bylaws</td>
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<td>7 Officers of the Corporation</td>
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<td>Officers</td>
<td>22</td>
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<tr>
<td>Chairman of the Board</td>
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<tr>
<td>Vice Chairman of the Board</td>
<td>23</td>
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<tr>
<td>Chief Executive Officer</td>
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<tr>
<td>Secretary</td>
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<tr>
<td>Treasurer</td>
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<td>Terms of Office</td>
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<td>Execution of Documents</td>
<td>25</td>
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AMENDED AND RESTATED BYLAWS OF THE SEMINOLE BOOSTERS, INC.
As Amended September 3, 2010 May 27, 2021

ARTICLE 1
PURPOSE AND MISSION

1.1 Purpose. The purposes of the corporation shall be as stated in its Articles of Incorporation.

1.2 Mission. To the extent consistent with the corporation’s purposes, the mission of the corporation is to serve as a Direct Support Organization for Florida State University. As a fundraising arm of Florida State University, the corporation generates current and deferred contributions, manages sources of revenue and makes investments of no greater risk than a reasonably prudent investor would and that are intended to produce income and returns primarily for the purpose of making distributions enhancing the overall educational environment, financial security, and long-term success of the University’s athletic program, while promoting the education, health, and physical welfare of students at the University.

ARTICLE 2
MEMBERSHIP

2.1 Members. The membership of the corporation during any fiscal year shall consist of all persons who have made an annual financial contribution. The membership shall comply with the Articles of Incorporation and the Bylaws of the corporation and the laws, rules, regulations and policies of Florida State University Board of Trustees, the Florida State University Athletic Association Board of Directors and the National Collegiate Athletic Association. The members shall have no voting rights as members of the corporation. No member will be personally liable for any of the corporation’s debts,
liabilities, or obligations, nor will any member be assessed for the debts, liabilities, or obligations of the corporation.

ARTICLE 3
ADMINISTRATION

3.1 General Powers. The business and affairs of the corporation shall be conducted under the general supervision and control of the Seminole Boosters, Inc. Board of Directors (SBI Board or Booster Board).

3.2 Specific Powers. The specific powers of the SBI Board shall be those granted to the Board of Directors by the Articles of Incorporation, Chapter 617, Florida Statutes, and these Bylaws. The corporation shall comply with all applicable laws, rules, regulations, and policies of Florida State University Board of Trustees and Florida State University that apply to university direct-support organizations. Any conflicts between these Bylaws and the Articles of Incorporation, the Rules promulgated by the Board of Trustees or Florida statutes will be resolved in favor of the Articles, Rules or Statutes.

3.3 Chief Financial Officer. The corporation shall employ a Chief Financial Officer to manage the fiscal affairs of the corporation. The Chief Financial Officer shall report to the Vice President of Finance of Florida State University and the SBI Board. The SBI Board may delegate routine supervision of this position to the CEO of the corporation. The Chief Financial Officer shall not be a member of the SBI Board or the Executive Board; nor shall the CFO be considered an Officer of the corporation.

3.4 University Oversight. The President of Florida State University and the Florida State University Athletic Association (FSUAA) may designate University personnel as liaison on a continuing basis between the University and the corporation. The books and records of the corporation shall be open to such persons at all times. The
President of Florida State University and the FSUAA have authority to monitor all transactions by the corporation relating to Florida State University, its resources, and name, to monitor the corporation's compliance with federal and state laws, and to approve contributions of funds or supplements to support intercollegiate athletics, and shall have such powers and duties related thereto as are provided by applicable law. In order to eliminate duplication, and because the President of the University also serves as Chairperson of FSUAA, all informational or financial reporting requirements to the University President are considered provided to the FSUAA.

3.5 Employees. Employees of the corporation are not employees of the State of Florida or Florida State University by virtue of their employment by the corporation. The corporation shall not discriminate in providing employment opportunities based on a person's race, color, religion, gender, age, disability, national origin, sexual orientation, veteran status, marital status, or any other legally protected group status.

3.6 Prohibited Activities. The corporation shall not, directly or indirectly, (a) make any gift to a political committee or committee of continuous existence as defined in Section 106.011, Florida Statutes (as it may be amended), for any purpose, (b) intervene in, or participate in, any political campaign on behalf of any candidate for public office, or (c) engage in any activity that is not permitted to be engaged in by a corporation that is exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, or any corresponding future provision of the Internal Revenue Code.

ARTICLE 4
BOARD OF DIRECTORS - MEMBERSHIP, ELECTION, AND TERM OF OFFICE

4.1 Board Membership. The SBI Board shall consist of not less than twenty-one (21) nor more than fifty-nine (59) members, each of whom shall have attained the age of
eighteen (18). Within the above-stated range, the number of members constituting the full SBI Board at any particular time shall be determined from time to time by the SBI Board. Fourteen (14) members of the SBI Board shall be Ex-Officio members ("Ex-Officio Members"), determined as provided in Section 4.2, and the remaining members of the SBI Board shall be At-Large members ("At-Large Members") elected to the Board as provided in Sections 4.3 and 4.4. All Ex-Officio Members and At-Large Members of the SBI Board shall have the right to vote on all matters brought before the Board for a vote. All members of the SBI Board shall comply with the Articles of Incorporation, the Bylaws, the Code of Responsibility, Code of Ethics and Conflict of Interest Policy of the corporation, and the rules and regulations of the Board of Trustees of Florida State University and the National Collegiate Athletic Association.

4.2 Ex-Officio Members. The following persons shall be the Ex-Officio Members of the SBI Board, with the right to vote on all matters brought before the Board for a vote:

The Chairman of Florida State University Board of Trustees, or designee;
The President of Florida State University, or designee;
The University Vice President of Advancement;
The Athletic Director of Florida State University;
The Faculty Athletic Representative;
The Chairman of the Board of Directors of Florida State University Foundation;
The Chairman of Florida State University Alumni Association;
A member active in the support of women’s athletics at Florida State University, who shall be subject to the term of office provisions of Section 4.3 below;
The President of Florida State University Varsity Club;
The current Chairman of the Board of Directors of Seminole Boosters, Inc.;
The current Vice-Chairman of the Board of Directors of Seminole Boosters, Inc.;
The two immediate past Chairmen of the Board of Directors of Seminole Boosters, Inc.; and

The President of the Student Seminole Boosters.

4.3 Classes and Terms of Office of At-Large Members. The At-Large Members of the SBI Board consist of various, staggered classes. At the time of its election, each class consists of approximately one-third of the total number of At-Large Members, and the term of office of one class of the At-Large Members expires at the end of each fiscal year. Unless elected to fill an unexpired term (in which case he or she shall serve for the remainder of the unexpired term), each At-Large Member of the SBI Board shall be elected by the Board for a term of three (3) years, commencing on the first day of the fiscal year of the corporation immediately following the annual meeting of the SBI Board in the year during which he or she is elected. Each director shall hold office for the term to which he or she is elected and until his or her successor has been elected or appointed and qualified or until his or her earlier resignation, removal from office, or death. No person, other than Ex-Officio Members whose terms are not subject to this Section 4.3, shall serve on the SBI Board for more than two (2) consecutive terms. After an At-Large Member has been off of the SBI Board for two (2) consecutive years, they are then eligible to fill the unexpired term of a vacant seat or for re-election to the SBI Board for a full term.

4.4 Election of At-Large Members. Each fiscal year, at the annual meeting or a special meeting of the SBI Board in that fiscal year, the SBI Board shall elect At-Large Members to fill the seats of At-Large Members whose terms are expiring at the end of that fiscal year and to fill any vacancies then existing on the SBI Board.

4.5 Resignation of Directors. A director may resign at any time by delivering written notice to the SBI Board, the Chairman of the Board, or the CEO. A resignation is
effective when the notice is delivered unless the notice specifies a later effective date. If a resignation is made effective at a later date, the SBI Board may fill the pending vacancy before the effective date if the SBI Board provides that the successor does not take office until the effective date.

4.6 Removal of Directors. An At-Large Member of the SBI Board may be removed from office, with or without cause, by a vote of two-thirds of the directors present at an annual or regular meeting of the SBI Board at which a quorum is present, or at a special meeting of the SBI Board, called for the purpose of removing one or more directors, at which a quorum is present. At any meeting at which a director is removed, the SBI Board may fill the vacancy created by the removal. Any director removed from office shall turn over to the corporation, within 72 hours, any and all records of the corporation in the director's possession.

4.7 Vacancies. If the seat of an At-Large Member on the SBI Board is vacant for any reason (including a death, resignation, or removal of an At-Large Member or an increase in the number of At-Large Members), the vacancy may be filled with a candidate who has been approved by the President of the University and elected by the affirmative vote of the majority of the remaining directors, even though the remaining directors constitute less than a quorum. An At-Large Member elected to fill a vacancy shall be elected for the unexpired term of his or her predecessor in office.

4.8 Past Chairmen of the Board of Directors. Each past-Chairman of the SBI Board is a "Chair Emeritus" of the SBI Board. Each of the immediate two past Chairmen of the SBI Board is also an Ex-Officio Member of the SBI Board. Following the expiration of his or her term of office as an Ex-Officio Member, each Chair Emeritus shall be an Honorary Board Member for life. Each such Honorary Board Member is invited to attend
and participate in all meetings of the SBI Board but shall not be a member of the SBI Board and shall not be counted toward determination of a quorum nor have the right to vote on any matters coming before the Board. However, each Chair Emeritus who no longer serves as an Ex-Officio Member and who is otherwise eligible for election to the SBI Board may be elected as an At-Large Member of the SBI Board in accordance with the applicable provisions of these Bylaws, and any such At-Large Member shall have all the rights and authority of an At-Large Member of the Board, including the right to vote on all matters coming before the Board.

ARTICLE 5
MEETINGS OF THE BOARD OF DIRECTORS

5.1 Annual Meetings. The SBI Board shall hold an annual meeting during each fiscal year of the corporation, at a date, time, and place determined by the Chairman of the Board. The purpose of the annual meeting will be to elect At-Large Members of the Board, members of the Executive Board, and officers of the corporation, and fill any vacancies in those positions that have not already been filled at a special meeting, and for the purpose of conducting any other business that may come before the Board.

5.2 Regular Meetings. The Chairman of the SBI Board may establish a schedule of additional regular meetings of the SBI Board. The corporation need not provide notice to the members of the SBI Board of any such regular meeting of the SBI Board if the date, time, and place of the regular meetings have been determined by resolution of the SBI Board establishing the schedule of such meetings.

5.3 Special Meetings. Special meetings of the SBI Board may be called by the CEO or the Chairman of the SBI Board or upon written request of ten (10) members of the SBI Board.
5.4 Notice of Meetings. Notice of the time and place of special meetings of the SBI Board shall be given in accordance with Article 9 of these Bylaws.

5.5 Remote Participation. The Chairman of the SBI Board may permit any or all directors to participate in an annual, regular or special meeting of the SBI Board by, or through the use of, telephone conference call, video conference, or any other means of electronic communication. Remote participants who can hear, and be heard by, all other participants, and who have access to any materials distributed to participants shall be considered "present" for purposes described in these Bylaws.

5.6 Adjournments. A meeting of the SBI Board, whether or not a quorum is present, may be adjourned by a majority of the Board members present, to reconvene at a specific time and place. Written notice of the time and place of any such reconvened meeting shall be given in the manner specified in Article 9 of these Bylaws. At any such reconvened meeting at which a quorum is present, any business may be transacted which could have been transacted at the adjourned meeting.

5.7 Quorum and Voting. One-third (1/3) of the total number of members of the SBI Board, as determined by the SBI Board in accordance with Section 4.1 of these Bylaws, constitutes a quorum of the full SBI Board. An action approved by a majority of the Board members present at a meeting of the Board at which a quorum is present constitutes an act of the SBI Board. A majority vote consists of one vote more than one-half (1/2) of the number of votes represented by the directors who are present at a meeting at which a quorum is present.

5.8 Voting Procedures. All Ex-Officio Members and At-Large Members of the SBI Board have the right to vote on all matters coming before the Board. A Director must be present at the meeting in order to cast a vote on any matter brought before the
meeting. No proxies or absentee ballots will be allowed or counted at any time. Remote participants shall cast their vote by voice or e-mail, so long as their vote is part of the record of the meeting.

5.9 **Presumption of Assent.** A director who is present at a meeting of the SBI Board when corporate action is taken is deemed to have assented to the action taken unless: (a) the director objects, at the beginning of the meeting or promptly upon the director’s arrival, to holding the meeting or transacting specified affairs at the meeting due to a failure to give a required notice of the meeting; or (b) the director votes against or abstains from the action taken.

**ARTICLE 6**

**COMMITTEES**

6.1 **Standing Committees.** The SBI Board, by resolution adopted by a majority of the SBI Board, may establish and appoint the following standing committees of the SBI Board: an Executive Board; a Nominating Committee; an Investment Committee; an Audit Committee; and a Finance and Budget Committee. Each standing committee shall have five or more members who are appointed by, and serve at the pleasure of, the Chairman of the SBI Board. The governance, authority, and responsibilities of each of the standing committees shall be set forth in individual Committee Charters approved by the SBI Board that prescribe the number of members of the committee, the manner in which committee members are appointed, the qualifications for membership on the committee, the authority and responsibility of the committee, and the rules, policies and practices the committee will follow in discharging the duties delegated to it by the SBI Board. Each standing committee shall prepare and submit to the SBI Board, for its approval, a proposed Committee Charter that is consistent with these Bylaws and shall periodically review the Committee Charter and propose any recommended revisions to the SBI Board.
Any provision within a Committee Charter that conflicts with these Bylaws, the Articles of Incorporation, the Rules promulgated by the Board of Trustees or the Florida Statutes shall be resolved in favor of the Bylaws, Articles, Rules or Statutes.

6.2 **Special Committees.** From time to time the Chairman of the SBI Board may appoint such special or advisory committees, including (but not limited to) a Strategic Planning Committee, an Executive Search Committee and Bylaws Committee, as the Chairman of the SBI Board determines to be beneficial for the purpose of advising or assisting the SBI Board.

6.3 **Authority and Composition of Committees.** From time to time, the SBI Board may adopt additional resolutions, policies, or Committee Charters governing the authority and responsibilities of any committee. All committees have the authority delegated to them by the SBI Board as recited in these Bylaws, the approved Committee Charters, or resolutions of the SBI Board. Each committee is expected to include members who possess the requisite skill, knowledge and expertise for the committee to accomplish its purpose. A majority of the members of each standing committee shall consist of members of the SBI Board; other members may be added for their expertise, knowledge or skill, but they shall not vote on any action to be taken by the committee nor count toward establishment of a quorum. The SBI Board may dissolve any committee at any time by resolution.
6.4 Executive Board.

(a) There shall be an Executive Board consisting of not more than thirteen (13) members of the SBI Board. The SBI Board may delegate to the Executive Board any of the Board of Director's powers, except that the Executive Board shall have no power or authority (a) to fill vacancies on the SBI Board or any committee thereof, (ii) to adopt, amend, or repeal the Bylaws, or (iii) to establish corporate policy without the approval of the Board. The function and purpose of the Executive Board shall be to implement the policies and directives of the corporation, including identifying Core Assets as required by these Bylaws and implementing the Investment Policy, as established by the SBI Board; the Executive Board shall have the authority to exercise such powers subject to the supervision and control of the Board.

(b) The Executive Board shall consist of the Chairman of the Board, Vice-Chairman, Secretary, and Treasurer of the corporation, the President of Florida State University, or designee, the Chairman of Florida State University Board of Trustees, or designee, the Athletic Director of Florida State University, the two (2) Immediate Past Chairmen of the corporation, and four (4) At-Large Members of the SBI Board who are elected to the Executive Board by the SBI Board. If two (2) or more of the Executive Board members, other than those who are Ex-Officio Members or At-Large Members of the SBI Board, reside in Leon County, Florida or within 100 miles of boundary of Leon County, Florida, then at least two (2) of the four (4) At-Large Members elected to the Executive Board must be elected from among At-Large Members who reside more than 100 miles outside the boundaries of Leon County, Florida. The SBI Board shall elect the four (4) At-Large Members to the Executive Board annually, at the Board's annual meeting or a special meeting. A member of the Executive Board who resigns or is removed from the
SBI Board shall cease to be a member of the Executive Board. The CEO of the corporation shall attend all Executive Board meetings but shall not be a member of the Executive Board nor be entitled to vote on matters being voted upon by the Executive Board.

(c) Except with the approval of the SBI Board at an annual, regular, or special meeting, the Executive Board shall not make or authorize any unbudgeted expenditure during any fiscal year if the expenditure, in the aggregate with all other unbudgeted expenditures made or authorized by the Executive Board during that fiscal year, would exceed two percent (2%) of the corporation's total budgeted expenses during that fiscal year. However, the Executive Board may make unbudgeted "urgent" expenditures exceeding two percent of the corporation's total budgeted expenses if each of the following conditions is satisfied: (1) the full SBI Board is given written notice (which may be given by mail, personal delivery, fax, e-mail, or other effective means) at least seven (7) days prior to the meeting of the Executive Board at which the expenditure is approved, describing the proposed expenditure in reasonable detail, specifying why immediate approval of the expenditure is necessary, inviting each member of the SBI Board to attend the meeting of the Executive Board at which the expenditure will be considered, and giving each Board member present an opportunity to speak on the issue; and (2) the Executive Board, by a vote of a majority of the sum of members of the SBI Board and the Executive Board, in attendance at a meeting for which such notice was given and at which a quorum of the Executive Board is present, determines that the expenditure is urgent and approves the expenditure.
6.5 **Nominating Committee: Election Procedures.**

(a) The Nominating Committee shall consist of thirteen (13) members, including the Chairman of the SBI Board, who shall serve as Chairman of the Nominating Committee, the Vice-Chairman, the Immediate Past Chairman, the President of Florida State University, or designee, the Director of Athletics, and eight (8) members of the SBI Board appointed by the Chairman of the SBI Board, as follows: two from the Big Bend and one from (1) Northwest Florida, (2) Northeast Florida, (3) Central Florida, (4) Suncoast, (5) Gold Coast and (6) Out-of-State. If, after reasonable efforts, the Chairman is unable to make an appointment from any of these areas, the Chairman may make an appointment at large.

(b) No member of the Nominating Committee, except the President of Florida State University or designee, shall be eligible to serve on the Nominating Committee for more than two (2) consecutive years, except that a director who serves during consecutive years as the Vice-Chairman, Chairman of the Board, and Immediate Past Chairman may continue to serve on the Nominating Committee for as long as he or she serves in those capacities. Upon the expiration of the above-stated maximum term, a member of the Nominating Committee shall be eligible to serve again on the Nominating Committee beginning one (1) year after the expiration of that member's prior term of service on the Nominating Committee.

(c) A member of the Nominating Committee shall not be eligible for nomination as a candidate for election to the SBI Board, the Executive Board, or any office, and a member of the Nominating Committee shall not resign from the Nominating Committee to become a candidate for election.
(d) The Nominating Committee shall meet at least once each fiscal year for the purpose of nominating candidates to fill the seats of At-Large Members on the SBI Board and Executive Board whose terms will expire at the end of that fiscal year and to nominate candidates to succeed the officers whose terms will expire at the end of that fiscal year. The Nominating Committee shall annually not nominate a candidate for the office of Chairman of the SBI Board. Said candidate shall be an existing member of the Executive Board, including the current Chairman. Nominating the current Chairman for an additional term in office is provided to ensure continuity in leadership, but should occur only when there are unique circumstances. Thus to nominate a current Chair for a second or third term, requires a two-thirds (2/3) affirmative vote of the committee members eligible to vote and which vote is conducted at a meeting with a quorum present. No person may serve as Chairman for more than three consecutive years. The Vice-Chairman will likely ascend to the Chairmanship, but shall not automatically. If there are exceptional circumstances, the Nominating Committee may nominate any member of the Executive Board, including the current Chair to become serve as the Chairman of the SBI Board. All members elected shall begin their term on the first day of the next fiscal year following their election, unless the SBI Board, by a majority vote of two-thirds (2/3) of the members of the Board who are present at a meeting of the Board at which a quorum is present, direct the Nominating Committee to submit a nominee other than the Vice-Chairman for the office of Chairman of the SBI Board. The Nominating Committee may decide to nominate the Chairman to serve for one additional term by a 2/3rd vote of the members present.

(e) Members of the SBI Board and the President of Florida State University will be given an opportunity to suggest candidates for nomination for all open
positions. A member of the SBI Board may suggest candidates by providing the CEO of
the corporation with the names of suggested candidates and their biographical
information prior to the CEO's submission of a list of possible candidates to the President
of Florida State University. At least a week before becoming final the CEO of the
corporation shall provide the list of possible candidates, and the candidates' biographical
information, to the President of Florida State University to obtain their approval of
possible nominees before a slate of nominees is determined by the Nominating Committee.

(f) No less than three (3) weeks prior to each annual or special meeting of
the SBI Board at which election of Officers and Directors will occur, the Nominating
Committee shall prepare and deliver to all current Board members a slate of the
Nominating Committee's nominees of new At-Large Members of the SBI Board, new
members of the Executive Board, and new officers to succeed those officers whose terms of
office are expiring. The slate shall specify the cities of residence and biographical
information for each candidate. The Nominating Committee also may propose alternate
nominees who have been approved by the President of Florida State University and who
may be elected to serve if a nominee of the Nominating Committee declines to serve. No
nominations from the floor shall be allowed unless the candidate has been approved by the
President of Florida State University.

(g) The Nominating Committee's nominees of new At-Large Members,
new members of the Executive Board, and new officers shall be presented for election at
the annual meeting or a special meeting of the SBI Board. All At-Large Members and Ex-
Officio Members of the SBI Board attending the meeting at which elections are held have
the right to vote in all such elections. The Chairman of the SBI Board may conduct the
election of new At-Large Members, new members of the Executive Board, and new officers
by a voice vote, written ballot, or other reasonable means, but if any director requests a vote by ballot, the election shall be held by ballot. If an election is held by ballot, all ballots shall be submitted and forthwith tallied by the Secretary and Treasurer of the corporation. The ballots shall be available for review by any Board member.

(h) In order to be elected, a candidate must receive a majority of votes cast by the members of the SBI Board present and voting at a meeting at which a quorum of the SBI Board is present. If more than one candidate for any position receives a majority of the votes cast, then the candidate receiving the most votes shall be elected. If the number of nominees for election as At-Large Members or members of the Executive Board who receive a majority vote exceeds the number of positions to be filled, the nominees receiving the greatest number of votes and who are sufficient to fill the open positions shall be elected.

6.6 Other Standing Committees. Other standing committees of the SBI Board shall consist of the following ("Other Standing Committees"):

(a) Finance and Budget Committee. The Finance and Budget Committee shall assist the SBI Board in assuring that the budgetary and financial practices of the corporation are sound and prudent. The committee will consist of the Treasurer, who shall be the Chairperson of the Committee, the Chairman, Vice Chairman and Secretary of the SBI Board, the two Immediate Past Chairman, and the Director of Athletics. Duties of the committee are specified in the Charter of the Committee.

(b) Investment Committee. The Investment Committee shall consist of not less than five (5) nor more than nine (9) persons, exclusive of Ex-Officio Members, a majority of whom shall be members of the SBI Board, and all of whom shall be appointed by the Chairman of the Board. The Chairman of the Committee shall be a member of the
SBI Board. Members shall have staggered terms of three (3) years, with a limit of four (4) terms. This committee shall have as its primary obligation devising, overseeing and periodically revising the investment strategy for all assets classified as "investment assets." The committee shall assist the Executive Board in determining those real property assets which will be considered "Core Assets." Core Assets support the mission of Florida State University and its athletic program(s) and are specifically excluded from the investment strategy. Such Core Assets are likely to be held longer than investment assets, and therefore the return (positive or negative) should not be considered when evaluating the performance of the investment assets. The investment strategy should include, at a minimum, the strategies enumerated in the Committee's Charter. The committee shall have the power to establish rules and subcommittees, and to engage financial advisors, by which to carry out its responsibilities, subject to the approval of the SBI Board.

(c) Audit Committee. The Audit Committee shall review the audit plan of the corporation, appraise and approve the effectiveness of the plan, assist the SBI Board in fulfilling its fiduciary responsibilities relating to accounting and reporting practices and maintain a direct line of communication between the Board and the corporation's independent accountants. The committee shall consist of a minimum of five (5) members, a majority of whom shall be current members of the SBI Board. The Chairman of the Committee shall be a member of the SBI Board. At large members of the Committee will serve a two (2) year term, and may serve successive terms, so long as they are members of the SBI Board. The Chairman of the committee, and all committee members, shall be appointed by the Chairman of the SBI Board of the corporation. The independent auditor will report to this committee, and the committee shall be responsible for engaging or
disengaging an auditor and approving auditor's fees. To meet these responsibilities the committee shall comply with the duties enumerated in the Charter of the Committee.

(d) **Committee Membership.** The Chairman and Vice-Chairman of the Board shall be members of all Other Standing Committees. The Chairman shall appoint all other members of the Other Standing Committees, each of whom shall serve at the pleasure of the Chairman. The Chairman of all Other Standing Committees shall serve on the SBI Board.

(e) **Authority.** Each Other Standing Committee shall have and may exercise the authority delegated to it by the SBI Board, except that no such committee shall have the authority (a) to fill vacancies on the SBI Board or any committee, (ii) to adopt, amend, or repeal the Bylaws or any Committee Charter, or (iii) to establish corporate policy without the approval of the SBI Board.

6.7 **Special Committees.**

(a) **Bylaws Committee.** The Chairman of the SBI Board may appoint a special Bylaws Committee to review the Bylaws and changes to laws and regulations applicable to the governance of the corporation and to make recommendations to the SBI Board concerning amendments of the Bylaws to ensure compliance with all applicable laws and regulations. If appointed, the Bylaws Committee shall consist of the corporation's Attorney and at least two (2) members or former members of the SBI Board appointed by the Chairman of the SBI Board, who shall serve at the pleasure of the Chairman.

(b) **Strategic Planning Committee.** The Chairman of the SBI Board may appoint a special Strategic Planning Committee to develop and recommend to the SBI Board a written strategic plan designed to further the accomplishment of the corporation's
purpose and mission, and to periodically review and recommend updates and revisions of
the strategic plan. If appointed, the Strategic Planning Committee shall consist of the
Chairman of the SBI Board, the Vice-Chairman, the Athletic Director and at least two (2)
other members of the SBI Board appointed by the Chairman, who shall serve at the
pleasure of the Chairman.
(c) **Other Special Committees.** The SBI Board or Chairman of the Board may appoint such other special committees, such as an Executive Search Committee, as the SBI Board or Chairman of the Board determines to be advisable, each of which shall serve at the pleasure of the SBI Board or Chairman of the Board. No such committee shall have the authority (a) to fill vacancies on the SBI Board or any committee, (ii) to adopt, amend, or repeal the Bylaws or any Committee Charter, or (iii) to establish corporate policy without the approval of the SBI Board.

6.8 **Committee Meetings.**

(a) Any committee may meet at such times as may be specified in the applicable Committee Charter or designated by the Chairman of the SBI Board or the Chairman of the committee, or upon the written request of the CEO or any two (2) members of the committee. The committee may meet by telephone conference call or video conference, provided that each member of the committee participating in the call or video conference can hear each other such member at the same time. A committee member participating in a meeting by this means is deemed to be present in person at the meeting.

(b) The person calling a meeting of any committee shall give notice of the committee meeting in accordance with Article 9 of these Bylaws.

(c) A majority of the members of a committee then in office (excluding any vacancies on the committee) constitutes a quorum of the full committee. An action approved by a majority of the committee members present at a meeting of the committee at which a quorum is present constitutes an act of the committee. A majority vote consists of one vote more than one-half (1/2) of the votes cast at a meeting of the committee at which a quorum is present.
(d) A member of a committee must be present at the meeting of the committee at which an action is taken in order to cast a vote on that action. No proxies or absentee ballots will be allowed or accepted at any time.

(e) A meeting of a committee, whether or not a quorum is present, may be adjourned by a majority of the committee members present to reconvene at a specific time and place. It shall not be necessary to give notice of the reconvened meeting or of the business to be transacted, other than by announcement at the meeting which was adjourned. At any such reconvened meeting at which a quorum is present, any business may be transacted which could have been transacted at the adjourned meeting.

6.9 Minutes. All committees shall prepare and make available minutes of their meetings and actions taken to the Executive Board.

ARTICLE 7
OFFICERS OF THE CORPORATION

7.1 Officers. The officers of the corporation shall consist of a Chairman of the Board, Vice-Chairman, CEO, Secretary, and Treasurer. The officers shall be elected by, and shall serve at the pleasure of, the SBI Board.

7.2 Chairman of the SBI Board. The Chairman of the SBI Board shall be the presiding officer of the corporation and shall be responsible for general supervision of the business of the corporation. He or she shall preside at all meetings of the SBI Board and Executive Board and shall see that all orders and resolutions of the SBI Board are carried into effect. The Chairman shall perform such other duties as may from time to time be delegated to him or her by the SBI Board.

7.3 Vice-Chairman. The Vice-Chairman shall serve in the absence of the Chairman. The Vice-Chairman shall not automatically become the Chairman-elect of the
SBI Board, but in the absence of exceptional circumstances should ascend to the Chairmanship and shall automatically become the Chairman of the SBI Board beginning on the first day of the next fiscal year following the expiration of the term of office of the Chairman of the Board, unless the SBI Board, by a vote of two-thirds (2/3) of the members of the Board who are present at a meeting of the Board at which a quorum is present, directs the Nominating Committee to submit a nominee other than the Vice-Chairman for the office of Chairman of the SBI Board, and that nominee is elected.

7.4 Chief Executive Officer (CEO). The CEO shall be the person primarily responsible for the daily operation of the business of the corporation. He or she shall report directly to the Chairman of the SBI Board and to the Director of Athletics; and shall be responsible for putting into effect the orders and resolutions of the SBI Board and Executive Board. The CEO shall attend each meeting of the SBI Board and Executive Board and ensure minutes of each meeting are recorded. The CEO shall distribute the minutes of each meeting of the SBI Board and each meeting of the Executive Board to the members of the SBI Board and Executive Board at least five (5) days prior to the next meeting of the SBI Board or Executive Board. The CEO of the corporation shall be selected and appointed by the SBI Board, provided the candidate has received the express prior approval of the President of Florida State University.

7.5 Secretary. The Secretary shall oversee the recording of accurate minutes of the meetings of the SBI Board and Executive Board, sign such minutes, and make any corrections of such minutes that are approved by the SBI Board or Executive Board at its next meeting. The Secretary shall be the custodian of the corporate minute books, records, contracts, and other documents. The Secretary may affix the corporate seal to any lawfully executed documents requiring the seal and shall sign such instruments as may
require the Secretary's signature. The Secretary shall perform whatever additional duties and have whatever additional powers the SBI Board may from time to time assign to him or her.

7.6 **Treasurer.** The Treasurer shall oversee the financial affairs of the corporation, chair the Finance and Budget Committee, and review the corporation's budget and financial statements. The Treasurer shall perform such additional duties as may be assigned to him or her from time to time by the SBI Board.

7.7 **Terms of Office.** The term of the Chairman of the SBI Board shall be the fiscal year following his or her election term as Vice-Chairman or the term for which he or she otherwise is elected and shall continue until his or her successor is elected and qualified, or until his or her earlier death, resignation, or removal. The term of the Chairman of the Board may be extended through the next fiscal year if, prior to the commencement of the next fiscal year, the Vice-Chairman dies, resigns, or is removed from office and the SBI Board does not fill the vacancy or elect another person to serve as Chairman of the Board. The Chairman of the SBI Board shall not be eligible for election as Chairman of the Board, Vice-Chairman, Secretary, or Treasurer for a period of two (2) years following the end of his or her term as Chairman (as such term may be extended in accordance with the preceding sentence). The Vice-Chairman, CEO, Secretary, and Treasurer shall serve for such terms as the SBI Board may determine or until his or her earlier death, resignation, or removal.

7.8 **Removal.** The SBI Board, by the affirmative vote of two-thirds (2/3) of the directors present at a properly noticed meeting of the SBI Board at which a quorum is present, may remove any officer, with or without cause, and elect a successor to the
removed officer. Removal and election of a successor CEO of the corporation requires approval of the President of Florida State University.

ARTICLE 8
REQUIREMENTS FOR THE VALIDITY OF CORPORATE ACTION;
FISCAL AND ACCOUNTING MATTERS; CORPORATE RECORDS

8.1 Execution of Documents.

(a) The Chairman of the SBI Board, the Vice-Chairman of the SBI Board, the CEO, the Secretary, and the Treasurer of the corporation are authorized to execute documents on behalf of the corporation. The SBI Board or the Executive Board may designate other persons ("Other Authorized Signatories") to execute documents on behalf of the corporation, but such designation must be in writing and duly approved by the SBI Board or Executive Board. Described below are additional provisions if the document to be signed obligates the corporation for more than one year, has a total value greater than one hundred thousand dollars ($100,000) or involves the acquisition or disposition of real property.

(b) Documents that are multi-year commitments, such as long-term contracts involving services, notes, bonds, or other financial instruments may be signed by any of the authorized signatories recited in paragraph 8.1(a), if the SBI Board or Executive Board has previously approved the transaction.

(c) Documents that involve a commitment or transaction valued at $100,000, or more, may be signed by any of the authorized signatories recited in paragraph 8.1(a), if the SBI Board or Executive Board has previously approved the transaction.
(d) Transactions involving real property, including the execution of deeds, notes or mortgages require the signature of the CEO. If the asset under consideration has been reviewed and recommended for sale (or purchase) by the Investment Committee and is valued at or above (for a sale), or at or below (for a purchase) of appraisal the CEO may execute the documents without further approval. If the asset is being purchased above, or sold below, appraised value both the CEO and the Chairman or Vice Chairman must consent to the sale of the asset prior to executing the necessary sales documents.

(d) Documents that must be executed for yearly expenses included in the approved budget can be signed by any of the signatories cited in paragraph 8.1(a), above, or as provided in the Contract Policy.

8.2 Fiscal and Accounting Requirements.

(a) Gifts and bequests made for a specific purpose must be rigorously administered by the corporation to ensure that such funds are used solely for the purposes prescribed by the donor.

(b) By June 1 of each year (or as soon thereafter as practicable if delivery by June 1 is not practicable), the corporation shall submit to the President of Florida State University, for their review, approval, and submission and recommendation to the Florida State University Board of Trustees and FSUAA, an annual operating budget for the next fiscal year that has been approved by the SBI Board, which approval may be by special meeting. Each such budget shall include any budgeted expenditures for: (i) construction of physical facilities, (ii) salary supplements, compensation, and benefits to be paid or provided to the President, faculty, or staff of Florida State University not employed by the corporation, to the extent that they are to be paid or provided with assets of the
corporation; and (iii) salary supplements, compensation, and benefits to be provided by the
corporation directly to employees of the corporation.

c) The corporation may use the name, resources and indicia of Florida
State University so long as permission for said use has not been rescinded by the
President of Florida State University.

d) Copies of annual financial statements of the corporation, including all
statements required by State of Florida Statutes, shall be filed with the FSUAA and/or
President of Florida State University for his/her review and approval. The corporation's
anticipated expenditures (capital and operating) will quarterly be submitted to the
President of Florida State University and/or the FSUAA.

e) An annual audit of the financial statements of the corporation shall be
conducted by an independent public accounting firm and the results shall be submitted to
the Audit Committee of the Board, the SBI Board, the FSUAA and the University
President. The identity of donors desiring anonymity shall be protected. The independent
certified public accountant shall be selected and report as required by FSU Regulation
2.025 and issued an engagement letter which provides that the accountant will render his
or her opinion on the financial statement and result of the operation.

f) The corporation's fiscal year shall begin on the same date as Florida
State University's or as established by the State of Florida statutes or rules.

8.3 Corporate Records. The corporation shall maintain the following records in
written form or in another form capable of conversion into written form within a
reasonable time: (a) a record of its members in a form that permits preparation of a list of
the names and addresses of all members in alphabetical order; (b) minutes of all meetings
of the SBI Board and each committee of the SBI Board and records of all actions taken by
the SBI Board; (c) accurate accounting records; (d) a list of the names of its current
directors and officers and their business street addresses (or the home address for a
director or officer if he or she has no business street address); and (e) the corporation's
most recent annual report filed with Florida Secretary of State.

ARTICLE 9
NOTICE OF MEETINGS

9.1 Notice Requirements. Notice of the date, time and place of special meetings
of the SBI Board (and the applicable telephone number for a meeting by conference call)
shall be given, at least seven (7) days before the meeting, to each director by personal
delivery, facsimile transmission, electronic mail, or United States mail. Notice of the time
and place of any meetings of a committee of the SBI Board (and the applicable telephone
number for a meeting by conference call) shall be given, at least seven (7) days before the
meeting, to each committee member by personal delivery, facsimile transmission,
electronic mail, or United States mail. The notice should contain or reference to an
agenda, or if no agenda is available, a statement of the general subject matter to be
considered. Depositing a letter in the mail, addressed to a director or committee member
at his or her last known address as shown by the records of the corporation, shall be
deemed sufficient for the giving of notice. In addition, by posting notice in a section of the
corporation's website maintained for the purpose of providing public notices of meetings of
the SBI Board and committees, the corporation shall provide reasonable notice of the date,
time, and place of the next scheduled meetings of the SBI Board and each committee,
together with an agenda of the meeting if an agenda has been prepared.
9.2 Effectiveness of Notice. Written notice of any meeting of the SBI Board or any committee of the Board, if such notice is in a comprehensible form, is effective upon the earliest of the following: (a) when received by the director or committee member; (b) when mailed, if mailed postpaid and correctly addressed to the director's or committee member's address shown in the corporation's records; (c) when actually transmitted by facsimile telecommunication, if correctly directed to a number at which the director or committee member has consented to receive notice; (d) when actually transmitted by electronic mail, if correctly directed to an electronic mail address at which the director or committee member has consented to receive notice; (e) when posted on an Internet website that the director or committee member has consented to consult, upon the later of such correct posting or the giving of a separate notice to the director or committee member that the notice has been posted; or (f) when correctly transmitted to the director or committee member, if by any other form of electronic transmission consented to by the director or committee member to whom notice is given. Consent by a director or committee member to receive notice by electronic transmission is revocable by the director or committee member by written notice to the corporation.

9.3 Waiver of Notice. Notice of a meeting of the SBI Board or any committee need not be given to any director or committee member who signs a waiver of notice before, during, or after the meeting. Attendance of a director or committee member at a meeting constitutes a waiver of notice of that meeting and waiver of all objections to the time and place of the meeting, and the manner in which it was called or convened, except when the director or committee member attends the meeting for the express purpose of objecting to the transaction of business because the meeting is not lawfully called or convened.
9.4 **Public Notice.** All annual meetings, regular meetings, special meetings and committee meetings shall be publicly noticed as required by Florida Statute (Sect. 286.011 and Sect. 1004.28).

**ARTICLE 10**

**LIABILITY AND INDEMNIFICATION**

10.1 **Liability of Directors.** A director of the corporation shall not be personally liable for any debts, obligations, or liabilities of the corporation, except to the extent that the corporation is liable for fraudulent acts committed by that director.

10.2 **Indemnification.** Any person (or any such person's heirs, executors, or administrators) who is made or threatened to be made a party to any threatened, pending, or completed action or proceeding, whether civil, criminal, administrative, or investigative, because the person is or was a director or officer of the corporation or serves or served any other corporation or enterprise in any capacity at the request of the corporation, shall be indemnified by the corporation, and the corporation may advance their related expenses, to the full extent permitted by law. The foregoing right of indemnification or reimbursement shall not be exclusive of other rights to which the person (or the person's heirs, executors, or administrators) may be entitled.

10.3 **Insurance.** Upon approval by the SBI Board, the corporation may purchase insurance for the purpose of indemnifying its directors and officers.

10.4 **Prohibition Against Self-Dealing.** Notwithstanding anything contained in this Article 10 to the contrary, the corporation shall not indemnify any person otherwise entitled to such indemnification if such indemnification would constitute "self-dealing" as defined in Section 4941 of the Internal Revenue Code of 1986, as amended.
ARTICLE 11

AMENDMENTS

11.1 Procedure for Amending. These Bylaws may be amended, altered, or repealed (a) with the approval of two-thirds of the members of the SBI Board who are present and voting at any annual or regular meeting of the Board at which a quorum is present or at any special meeting of the Board called in accordance with the Bylaws for the purpose of considering the amendment and at which a quorum is present. Written notice of any meeting at which an amendment, alteration, or repeal of these Bylaws or the adoption of new Bylaws is to be considered shall be given at least seven (7) days before the meeting and shall specify in general the nature of the amendments or new Bylaws to be considered. Any amendment of the Bylaws requires the approval of Florida State University Board of Trustees before the amendment becomes effective. Any amendment of the Bylaws approved by the SBI Board shall be submitted to the FSUAA and the President of Florida State University for submission to Florida State University Board of Trustees for its approval.
CONSENT ITEM C
FSU FOUNDATION
AMENDED BYLAWS
BYLAWS OF
THE FLORIDA STATE UNIVERSITY FOUNDATION, INC.

A Nonprofit Foundation
ADOPTED OCTOBER 15, 1965

Amended:

February 9, 1991      October 16, 2004       May 19, 2017
February 12, 1994     October 8, 2005        April 13, 2018
October 7, 1995       October 20, 2006       June 4, 2020
May 18, 1996          October 21, 2011
November 15, 1997     May 18, 2012

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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 FSU Board of Trustees or designee;
   3. the Foundation president;
   4. the president of the university Faculty Senate;
   5. the chair of the Deans Advancement 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 or designee;
2. the chair of the Seminole Boosters, Inc. Board of Directors or designee;
3. the chair of The John and Mable Ringling Museum Board of Trustees or designee; 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. Following a hiatus of at least one (1) year from membership on the board, former trustees become eligible for election under the same terms and conditions described for initial board membership.
l. Following a hiatus of at least one (1) year from membership on the board of a FSU advancement direct support organization, individuals become eligible for election to the board.
m. All regular trustees shall be elected by a majority vote of the voting trustees after recommendation by the Trusteeship and Engagement Committee and consultation with the university president. The election of trustees is approved by a majority vote of the FSU Board of Trustees.

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 (33½) 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 and Engagement 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 and Engagement
Committee shall recommend to the committee chair whether the trustee should be
ominated to serve an additional term.

d. The Trusteeship and Engagement 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. The election of successors is approved by a majority vote of the FSU Board of Trustees.

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 FSU 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 FSU 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. approve submission of the Foundation’s annual budget to the university president or designee by May 1;

c. work closely with other committees where advice is necessary for budget considerations;

d. review the effectiveness of the Foundation’s management of financial functions and present recommendations to the board; and

e. review all financial statements.

Section 5: Audit Committee

The Audit Committee shall be composed of no less than three (3) 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 approving the auditor’s fees and engaging or disengaging an auditor with final approval by the FSU Board of Trustees. 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 and 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;

e. review the Foundation’s tax returns for accuracy, prior to them becoming available to the full board for review; and

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 professional experience in the investments management 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.

Upon nomination by the Investment Committee chair, and approval by both the chair of the Foundation and president of the Foundation, Investment Committee members who have served at least two terms as Foundation trustees—who would otherwise be rotating off the board at the end of their respective terms (and would therefore no longer be members of the Investment Committee)—may be retained as voting members of the Investment Committee for an additional three-year period following the end of the fiscal year subsequent to their last board meeting. Members retained for service on the Investment Committee past the completion of their board term are not considered Foundation trustees. Investment Committee members continuing to serve on the committee under this provision shall not constitute more than three of the nine total members of the committee. No member of the committee serving under this
provision shall be allowed to serve more than two three-year periods. This mechanism for staffing the Investment Committee will only be used if necessary following the annual trusteeship process.

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 and Engagement Committee

The Trusteeship and Engagement 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;

d. oversee the orientation and development of new trustees;

e. review and finalize a slate of officers submitted to the committee by the chair-elect in even-numbered years. Advance the slate to the full board at the annual meeting as a recommendation of the committee; and

f. oversee and evaluate engagement programs and opportunities for trustees.

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 FSU 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: 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 authorize the Foundation chief financial officer to open accounts with financial institutions to accept estate distributions: Finance Committee chair, Foundation president or 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 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 as set forth in these bylaws or unless an unauthorized act was later ratified by the board.

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 FSU Board of Trustees.

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. When determining the order of a business for a meeting, the board chair, committee chair and staff liaison have the authority to deviate from the standard order of business outlined in Robert’s Rules of Order, Newly Revised.

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.
CONSENT ITEM D
MEMORANDUM

TO: President John Thrasher
FROM: Sam M. McCall, Chief Audit Officer
Date: June 3, 2021
SUBJECT: Agenda Item for the June 18, 2021, BOT Meeting:

WFSU Public Media, TV and FM’s request for approval to enter a three-year contract with James Moore & Company.

Request for Approval to be placed on the BOT Consent Agenda

Please find enclosed WFSU Public Media, TV and FM’s request for approval to enter a three-year contract with James Moore & Company. I respectfully request this item to be included on the BOT Consent Agenda for the June 18, 2021, BOT meeting.

Thank you

Attachment:

Memo from WFSU Media, TV and FM
TO: Sam McCall, PhD., CPA, CGMA, CGFM, CIA, CGAP, CIG, Chief Audit Officer

COPY: David Mullins, WFSU General Manager

FROM: David O'Keefe, CPA, WFSU Chief Financial Officer

DATE: April 19, 2021

SUBJECT: Request BOT Approval of Audit Firm Selection

WFSU Public Media, TV and FM, requests the Board of Trustees’ approval to enter a three-year contract with James Moore & Co. to perform our financial statement audit for the 2020-21, 2021-22, and 2022-23 fiscal years. Thomas Howell Ferguson, PA, CPAs performed our financial statement audit for the past four fiscal years.

WFSU Public Media sent Requests for Quotes to six audit firms in March 2021. WFSU’s General Manager and I reviewed the five submitted quotes and agree James Moore & Co is the best firm for WFSU. James Moore & Co. is a reputable firm with significant experience auditing Florida State University departments and DSOs, and specialized expertise auditing public media stations in Florida and elsewhere. The quoted audit fees are consistent with our prior year fees paid by WFSU Public Media.

CONSENT ITEM E
MEMORANDUM

TO: President John Thrasher

FROM: Sam M. McCall, Chief Audit Officer

Date: June 3, 2021

SUBJECT: Agenda Item for the June 18, 2021, BOT Meeting:

The FSU Office of Inspector General Services annual request for BOT approval of the Audit and Compliance Committee Charter

Request for Approval to be placed on the BOT Consent Agenda

Please find enclosed the FSU Office of Inspector General Services annual request for BOT approval of the Audit and Compliance Committee Charter. I respectfully request this item to be placed on the BOT Consent Agenda for the June 18, 2021, BOT meeting.

Thank you

Attachment:

Audit and Compliance Committee Charter
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.
Approved June 8, 2018
And Reaffirmed 6-6-19,
6-4-2020, 6-17-21

6.6 Ascertaint 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.
Approved June 8, 2018
And Reaffirmed 6-6-19,
6-4-2020, 6-17-21

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 OIGS.

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 time frame 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.
Approved June 8, 2018
And Reaffirmed 6-6-19,
6-4-2020, 6-17-21

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 June 8, 2018 and Reaffirmed 6-6-2019, 6-4-2020, 6-17-2021

_________________________________________    ____________________________
Board of Trustee Chair                     Date

_________________________________________    ____________________________
President                                    Date

_________________________________________    ____________________________
Audit and Compliance Committee Chair        Date
CONSENT ITEM F
MEMORANDUM

TO: President John Thrasher

FROM: Sam M. McCall, Chief Audit Officer

Date: June 3, 2021

SUBJECT: Agenda Item for the June 18, 2021, BOT Meeting:

The FSU Office of Inspector General Services annual request for BOT approval of its Audit and Investigation Charter

Request for Approval to be placed on the BOT Consent Agenda

Please find enclosed the FSU Office of Inspector General Services annual request for BOT approval of its Audit and Investigative Charter. I respectfully request this item to be placed on the BOT Consent Agenda for the June 18, 2021, BOT meeting.

Thank you

Attachment:

Audit and Investigative Charter
Florida State University
Office of Inspector General Services
Audit Charter

1. **Introduction**
The Office of Inspector General Services (OIGS) provides professional internal audit and investigative services at Florida State University.

1.1 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.

1.2 Investigations are performed to address alleged fraud, waste, abuse or other wrongdoing, which could result in the loss or misuse of University resources. Such wrongdoing 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). In June 2017, the Board of Trustees approved the establishment of an Audit and Compliance Committee that provides oversight of the 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**

5.1 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.

5.2 The Chair of the Audit and Compliance Committee of the BOT works in concert with the University President prior to any action to hire or terminate the CAO.

5.3 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.

5.4 The Board of Trustees, or as delegated to the Audit and Compliance Committee by the Board Chair, 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.

5.5 Any allegations related to wrongdoing by the CAO shall be reported to the Board of Governors, University President, Chair of the BOT, and Chair of the BOT Audit and Compliance Committee for their review and disposition.

6. **Code of Ethics**

6.1 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**

7.1 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 topic 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 activity that may impair independence or objectivity.

7.2 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.

7.3 OIGS staff will exhibit the highest level of professional objectivity in gathering, evaluating, and communicating information about the activities or processes being examined.

7.4 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

8.1 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

9.1 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.

9.2 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.
9.3 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**

10.1 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.

10.2 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.

10.3 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**

11.1 Responsibilities of the OIGS and the CAO:

   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.

   b. 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.

   c. Provide the approved workplan to appropriate University management and the BOG’s Office of Inspector General.

   d. Include in the annual workplan a schedule of planned audit and investigative hours to be applied for the year. The workplan will be revised as needed to meet the requests and needs of the President, Board of Trustees, and the University.

   e. In preparing the annual work plan consider and identify long-range audit topics as well as audit and investigative resource needs of the OIGS. The CAO will communicate the impact of resource limitations and significant interim changes to the BOT Audit and Compliance Committee.
f. 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.

g. 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 comments 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.

h. For each audit prepare and timely issue a final written audit report to the BOT, President, BOG, other Boards and Committees, the Auditor General, 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.

i. Maintain confidentiality of 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 in accordance with applicable law.

j. 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.

k. 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.

l. Report the results of any investigation performed in accordance with OIGs policies and procedures.

m. Periodically report in writing and verbally upon request to the BOT, President, and senior management on OIG 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.

n. 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.

o. 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.

p. 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 any external quality control review conducted in accordance with the time requirements of the applicable audit and investigative standards followed.

q. Investigate allegations of suspected abuse/fraudulent activities within the University and provide to the BOG, Auditor General, University management and the BOT Audit and Compliance Committee investigative reports issued.

r. 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.

s. Investigate complaints received under the State Whistle-blowers Act pursuant to sections 112.3187-112.31895, Florida Statutes, as applicable.

t. 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.

u. 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.

v. Assist University Police and other law enforcement organizations with criminal financial and other investigations as requested.

w. Maintain a reporting system that includes mechanisms available for anonymity or confidentiality, whereby University employees and agents may report or seek guidance regarding 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.

x. 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.

y. Provide training to the University community on internal control, risks management, fraud, abuse, administrative investigations, and other matters for which the OIGS has expertise.

z. Maintain a proper balance of audits, investigations, and other accountability activities, with a view toward avoiding any duplication of effort with external auditors.
aa. 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.

bb. 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.

c. 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.

d. The OIGS will have primary responsibility for implementing, coordinating, and managing contracts involving external financial, performance, or compliance audits. 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.

e. 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: 8-18-2010; 11-19-2012; 3-4-2016; 6-7-2018; 6-6-2019. Note: Charter not changed but reaffirmed: 2-21-17, 6-3-2020, 6-17-2021
CONSENT ITEM G
TO: President John E. Thrasher
FROM: Provost Sally McRorie
DATE: May 21, 2021
SUBJECT: COVID-19 Conditions Tuition Waiver Request for Approval

Florida State University has implemented tuition waiver programs for specific categories of students whose enrollment ensure the continued progress of preeminence, performance, and other academic metrics. These waiver programs are administered by the University Provost and include waivers for both undergraduate and graduate students. Such waivers have been specifically approved by previous administrations as authorized by state law, Board of Governors Regulation or board approval.

State law, Board of Governors Regulation and Florida State University Regulation all grant the Board of Trustees general authority to waive tuition and associated fees, including non-resident tuition “for purposes that support and enhance the mission of the university.”

As a result of COVID-19 conditions, specifically the related campus closures and travel restrictions, students who accepted offers of admission and/or offers of employment may become unable to comply with each requirement of the previously implemented waiver programs solely because of COVID-19 changes and through no action, inaction, or any fault of the prospective student. The loss of the previously committed tuition waiver will impede or delay the students’ initial registration or continuance in their academic studies and service to the university.

During the June 2020 BOT meeting, the board approved a measure to maintain offers of admissions and tuition waivers to students enrolled in academic programs in 2019-2020 and for those students who accept offers to enroll in 2020-2021. For the impacted students currently enrolled in our academic programs and for those who have accepted offers to enroll in 2021-2022, we request the authority to maintain all the university’s current programs and commitment of tuition waivers. This COVID-19 Conditions Tuition Waiver will only be extended to students based on a determination by the Provost that the individual students granted such waiver have completed the waiver program eligibility requirements but for those made impossible solely by the existing COVID-19 conditions and otherwise consistent with university policies.
CONSENT ITEM H
TO: President John E. Thrasher
FROM: Provost Sally McRorie
DATE: May 21, 2021
SUBJECT: PBF Metric 10 scoring revision Request for Approval

FSU’s current Board of Trustees (BOT) Choice metric is the percent of Bachelor’s Graduates who took an Entrepreneurship Class. Table 1 provides the current values for the metric as well as the Board of Governors (BOG) approved and proposed goals for out years.

Currently, Excellence Points are calculated based on the thresholds listed in Table 2. For example, the 2019-20 actual value of 14.5 is worth 8 excellence points. For a percentage-based metric, the BOG calculates improvement as percentage point increase as opposed to percent increase. The Improvement Points thresholds are also listed in Table 2.

By using percentage points instead of percent change, real improvement in this metric is greatly diminished. For example, the percent of Bachelor’s graduates who took an Entrepreneurship class improved from 13.1% in 2018-19 to 14.5% in 2019-20, representing an improvement of 1.4 percentage points and only 2 Improvement Points. In real numbers, however, the number of Bachelor’s graduates who took an Entrepreneurship class increased from 1,107 in 2018-19 to 1,260, which is 13.8% increase and 10 Improvement Points.

To ensure a realistic depiction of the University’s efforts to educate students in Entrepreneurship, this proposal seeks to shift Metric 10 from percent-based comparison to a numbers-based comparison. This move will ensure that our Improvement Points calculation is consistent with the standard being used by most SUS institutions. Using the established Excellence Points thresholds and assuming an historical average of 8,500 Bachelor’s graduates each year, the right side of Table 2 lists updated thresholds. Table 3 below provides an updated view of the Accountability Plan history and projections using the new calculations.
Florida State University Performance-Based Funding Metric 10 Proposal: Changing from Percent to Number

Table 1: Current PBF Metric 10 (Percent of Bachelor's Graduates who took an Entrepreneurship Class)

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>ACTUAL</td>
<td>7.2</td>
<td>9.5</td>
<td>11.3</td>
<td>13.1</td>
<td>14.5</td>
<td>.</td>
<td>.</td>
<td>.</td>
<td>.</td>
<td>.</td>
</tr>
<tr>
<td>APPROVED GOALS</td>
<td>.</td>
<td>.</td>
<td>.</td>
<td>14</td>
<td>15</td>
<td>.</td>
<td>.</td>
<td>16</td>
<td>17</td>
<td>18</td>
</tr>
<tr>
<td>PROPOSED GOALS</td>
<td>.</td>
<td>.</td>
<td>.</td>
<td>.</td>
<td>15</td>
<td>16</td>
<td>17</td>
<td>18</td>
<td>19</td>
<td></td>
</tr>
</tbody>
</table>

Table 2: Points Excellence and Improvement Points Current and Proposed Thresholds

<table>
<thead>
<tr>
<th>Points</th>
<th>Excellence Points (% of Graduates)</th>
<th>Improvement Points (Percentage Point Change)</th>
<th>Excellence Points (Current % Cuts x 8,500 average graduates)</th>
<th>Improvement Points based on counts Current – Prior Prior</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>7%</td>
<td>0.5%</td>
<td>595</td>
<td>0.5%</td>
</tr>
<tr>
<td>2</td>
<td>8%</td>
<td>1.0%</td>
<td>680</td>
<td>1.0%</td>
</tr>
<tr>
<td>3</td>
<td>9%</td>
<td>1.5%</td>
<td>765</td>
<td>1.5%</td>
</tr>
<tr>
<td>4</td>
<td>10%</td>
<td>2.0%</td>
<td>850</td>
<td>2.0%</td>
</tr>
<tr>
<td>5</td>
<td>11%</td>
<td>2.5%</td>
<td>935</td>
<td>2.5%</td>
</tr>
<tr>
<td>6</td>
<td>12%</td>
<td>3.0%</td>
<td>1020</td>
<td>3.0%</td>
</tr>
<tr>
<td>7</td>
<td>13%</td>
<td>3.5%</td>
<td>1105</td>
<td>3.5%</td>
</tr>
<tr>
<td>8</td>
<td>14%</td>
<td>4.0%</td>
<td>1190</td>
<td>4.0%</td>
</tr>
<tr>
<td>9</td>
<td>15%</td>
<td>4.5%</td>
<td>1275</td>
<td>4.5%</td>
</tr>
<tr>
<td>10</td>
<td>16%</td>
<td>5.0%</td>
<td>1360</td>
<td>5.0%</td>
</tr>
</tbody>
</table>

Table 3: Proposed PBF Metric 10 (Number of Bachelor's Graduates who took an Entrepreneurship Class)

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>ACTUAL</td>
<td>605</td>
<td>795</td>
<td>976</td>
<td>1107</td>
<td>1260</td>
<td>.</td>
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<tr>
<td>APPROVED GOALS</td>
<td>.</td>
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<td>.</td>
<td>.</td>
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<td>.</td>
</tr>
<tr>
<td>PROPOSED GOALS</td>
<td>.</td>
<td>.</td>
<td>.</td>
<td>.</td>
<td>1275</td>
<td>1360</td>
<td>1445</td>
<td>1530</td>
<td>1615</td>
<td></td>
</tr>
</tbody>
</table>
CONSENT ITEM I
TO: President John E. Thrasher
FROM: Provost Sally McRorie
DATE: June 4, 2021
SUBJECT: Request to approve 2021 Accountability Plan amendment

Request for Approval

The Board of Trustees approved the Florida State University 2021 Accountability Plan at the April 1, 2021 General Board Meeting. The Accountability Plan contains two tables focused on enrollment planning by mode of instruction, both of which require setting goals for the next five academic years. With the shift to remote learning in 2020-21, the University's FTE in online courses increased dramatically. In reporting 2020-21 goals for the Accountability Plan, University Administration maintained the established goals prior to the COVID-19 pandemic. However, Board of Governors staff have advised that other universities in the State University System provided estimates of 2020-21 FTE by modality that were adjusted for changes in modality as a result of the pandemic rather than maintaining previously established goals.

Therefore, at the recommendation of BOG staff, the University seeks approval to amend the 2021 Accountability Plan to update the proposed goals for 2020-21 in the attached tables for “Percent of Undergraduate FTE in Online Courses” and “Percent FTE Enrollment by Method of Instruction.” Changes are highlighted. Currently approved values are shown with strikethrough, and new (proposed) values are in bold.
### 12. Percent of Undergraduate FTE in Online Courses

<table>
<thead>
<tr>
<th></th>
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<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td>ACTUAL</td>
<td>13</td>
<td>16</td>
<td>18</td>
<td>20</td>
<td>22</td>
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<tr>
<td>APPROVED GOALS</td>
<td>13</td>
<td>13</td>
<td>16</td>
<td>18</td>
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<td>20</td>
<td>21</td>
<td>21</td>
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<tr>
<td>PROPOSED GOALS</td>
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<td>.</td>
<td>.</td>
<td>.</td>
<td>.</td>
<td><strong>23</strong></td>
<td><strong>75</strong></td>
<td><strong>23</strong></td>
<td><strong>24</strong></td>
<td><strong>25</strong></td>
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</tbody>
</table>

### Percent FTE Enrollment by Method of Instruction

<table>
<thead>
<tr>
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<tbody>
<tr>
<td><strong>UNDERGRADUATE</strong></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>All Distance (100%)</td>
<td>10</td>
<td>15</td>
<td>17</td>
<td>19</td>
<td>21</td>
<td><strong>23 89</strong></td>
<td>23</td>
<td>24</td>
<td>25</td>
<td>26</td>
</tr>
<tr>
<td>Primarily Dist. (80-99%)</td>
<td>3</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Hybrid (50-79%)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Classroom (0-49%)</td>
<td>87</td>
<td>84</td>
<td>82</td>
<td>80</td>
<td>78</td>
<td><strong>77 11</strong></td>
<td>77</td>
<td>77</td>
<td>76</td>
<td>76</td>
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<tr>
<td><strong>GRADUATE</strong></td>
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<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>All Distance (100%)</td>
<td>9</td>
<td>15</td>
<td>17</td>
<td>19</td>
<td>23</td>
<td><strong>25 71</strong></td>
<td>25</td>
<td>26</td>
<td>27</td>
<td>27</td>
</tr>
<tr>
<td>Primarily Dist. (80-99%)</td>
<td>6</td>
<td>2</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Hybrid (50-79%)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Classroom (0-49%)</td>
<td>85</td>
<td>84</td>
<td>82</td>
<td>80</td>
<td>76</td>
<td><strong>75 29</strong></td>
<td>75</td>
<td>74</td>
<td>73</td>
<td>73</td>
</tr>
</tbody>
</table>
CONSENT ITEM J
TO: President John Thrasher
FROM: Provost Sally McRorie
DATE: May 17, 2021
SUBJECT: Proposal to Implement Bachelors of Art and Science in Linguistics

Request for Approval

The BA/BS in Linguistics is being proposed by the College of Arts & Sciences within the Department of Modern Languages and Linguistics. Although linguistics has been part of the department's name for many years, this will be the first linguistics degree to be implemented in the department. Linguistics is the scientific study of language, encompassing its formal structural elements (study of sounds and syntax) and applications of linguistics to help understand how language develops; how the brain functions in language production and comprehension; and how social factors interact to produce language differences related to gender, geography, culture, and socio-economic status. Linguists are employed in many professions that value an understanding of language structure and usage. For instance, the Linguistic Society notes these common careers, some of which require graduate training: technical writing; journalism; search engine optimization; software development for voice and speech recognition; teaching linguistics, speech, English, or world languages; translation and interpretation; language documentation; literacy programming; curriculum development; standardized test development; and U.S. intelligence or foreign service.

According to the US Bureau of Labor Standards, jobs for interpreters and translators, for which graduates from this program would be well-qualified, are expected to grow by 20% between 2019-2029, much faster than the overall growth rate of 4% for all occupations. Closer to home, the Florida Department of Education identified 26 critical teacher shortage areas in the State of Florida in 2019-2020, which included three areas related to linguistics (English, ESOL, and Reading). The degree is recognized by the Florida Board of Governors as a Program of Strategic Emphasis: Global Competitiveness.

The program will be offered face-to-face on the main campus starting Fall Semester 2021. Some linguistics courses, taught by eight existing qualified faculty members, are currently offered as part of other degree programs. This enables the department to begin offering this program quickly, and to expand course offerings as other faculty are hired to support the program.

Appropriate resources are in place to support the program. The Board's approval to implement does not obligate the University to provide any additional resources requested; any resource request will be reviewed as part of the annual allocation of resources.
REQUEST TO OFFER A NEW DEGREE PROGRAM
In Accordance with BOG Regulation 8.011
(Please do not revise this proposal format without prior approval from Board staff)

Florida State University
Institution Submitting Proposal

College of Arts and Sciences
Name of College(s) or School(s)

Linguistics
Academic Specialty or Field

16.0102
Proposed CIP Code (2020 CIP)

Fall 2021
Proposed Implementation Term

Dept. of Modern Languages and Linguistics
Name of Department(s)/Division(s)

Linguistics
Complete Name of Degree

The submission of this proposal constitutes a commitment by the university that, if the proposal is approved, the necessary financial resources and the criteria for establishing new programs have been met prior to the initiation of the program.

Date Approved by the University Board of Trustees

President’s Signature

Board of Trustees Chair’s Signature

Provost’s Signature

PROJECTED ENROLLMENTS AND PROGRAM COSTS

Provide headcount (HC) and full-time equivalent (FTE) student estimates of majors for Years 1 through 5. HC and FTE estimates should be identical to those in Table 1 in Appendix A. Indicate the program costs for the first and the fifth years of implementation as shown in the appropriate columns in Table 3 in Appendix A. Calculate an Educational and General (E&G) cost per FTE for Years 1 and 5 (Total E&G divided by FTE).

<table>
<thead>
<tr>
<th>Implementation Timeframe</th>
<th>HC</th>
<th>FTE</th>
<th>E&amp;G Cost per FTE</th>
<th>E&amp;G Funds</th>
<th>Contract &amp; Grants Funds</th>
<th>Auxiliary/Philanthropy Funds</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1</td>
<td>10</td>
<td>10</td>
<td>15,412</td>
<td>154,125</td>
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<td></td>
<td>154,125</td>
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<tr>
<td>Year 2</td>
<td>18</td>
<td>17.4</td>
<td></td>
<td></td>
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<tr>
<td>Year 3</td>
<td>23</td>
<td>21.8</td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Year 4</td>
<td>31</td>
<td>29.4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Year 5</td>
<td>38</td>
<td>36.2</td>
<td>5,428</td>
<td>196,506</td>
<td></td>
<td></td>
<td>196,506</td>
</tr>
</tbody>
</table>

Note: This outline and the questions pertaining to each section must be reproduced within the body of the proposal to ensure that all sections have been satisfactorily addressed. Tables 1 through 4 are to be included as Appendix A and not reproduced within the body of the proposals because this often causes errors in the automatic calculations.
Introduction

I. Program Description and Relationship to System-Level Goals

A. Briefly describe within a few paragraphs the degree program under consideration, including (a) level; (b) emphases, including majors, concentrations, tracks, or specializations; (c) total number of credit hours; and (d) overall purpose, including examples of employment or education opportunities that may be available to program graduates.

We propose a bachelor's degree program in Linguistics, that is, the scientific study of language. Our degree will consist of 30 credits and will offer a solid foundation in both formal linguistics (e.g., syntax, phonology) and applied linguistics (e.g., language acquisition, psycholinguistics and sociolinguistics). We will offer a wide range of courses, both in general linguistics, and the linguistics of specific languages and language families. After taking two mandatory introductory courses to the field of linguistics (6 credits), students will take one course in each of the following four core areas of linguistics (12 credits): Phonetics/phonology, syntax, psycholinguistics of bilingualism and sociolinguistics. The remaining twelve credits will come from elective courses in formal and/or applied linguistics, taught in English, or in another langue (Arabic, Chinese, German, Italian, Japanese, Russian, or Spanish), with a few electives in other departments. The specific set of elective courses taken will allow the students to choose between two different majors in linguistics: one major, called General Linguistics, will consist of regular courses in linguistics and the second major, Linguistics and Languages, will offer students the possibility to combine linguistic courses with additional language courses. This latter option of coupling linguistics training with training in multiple foreign languages is unique to our program in the SUS. Students can opt to earn a B.S. degree in either major by including at least two electives in research methods, statistics, mathematics, computational linguistics, or computer science in their elective coursework. Our curriculum is flexible in that students will have till year 4 to decide whether they prefer a B.A. or a B.S. degree. See Section VII: Curriculum in this document for a detailed description of the curriculum. The curriculum will lead to the B.A. degree by default, but the B.S. degree will appeal to students looking to combine their linguistics training with more quantitative and advanced studies in graduate school.

The bachelor’s degree program in linguistics will prepare students for in-demand careers in a variety of business sectors at national and international levels. Linguists are found in many different professions and industries where an understanding of language structure and usage or programming is valuable. According to the leading professional society for linguists, the Linguistic Society of America, common career tracks for linguistics majors include the following1, some of which may require specialized training or a graduate degree (M.A. and/or Ph.D. degrees): (i) Technical writing, (ii) journalism, (iii) search engine optimization, (iv) software development for voice and speech recognition, (v) teaching linguistics, speech, English, or world languages, (vi) translation and interpretation, (vii) language documentation, (viii) literacy programming, (ix) curriculum development, (x) standardized test development, (xi) U.S. intelligence or foreign service.

Offering a bachelor’s degree program in linguistics at Florida State University is crucial to our local communities in the Florida Panhandle and state communities. It will feed the need for growing jobs that require adequate knowledge of and training in linguistics. For example, in advance of the 2019-20 hiring season, the Florida Board of Education presented its updated list of the most critical teacher-education shortage areas. Subjects that require linguistics training, English and ESL, are second and fourth on the critical shortage list2, and, although ours is not a program in education, a large share of graduates in languages and linguistics go to work as elementary and middle school teachers, possibly followed by additional specialized training in education. The degree will also offer an academic outlet for students who seek to sharpen their skills and invest in their future careers. The Linguistic Society of America LSA, which is a

1 https://www.linguisticsociety.org/resource/linguistics-profession and https://www.linguisticsociety.org/content/why-major-linguistics
renowned organization for advancing the scientific study of language since 1924, provides a detailed list of professions that are in dire need for language trained professionals.

B. Please provide the date when the pre-proposal was presented to CAVP (Council of Academic Vice Presidents) Academic Program Coordination review group. Identify any concerns that the CAVP review group raised with the pre-proposed program and provide a brief narrative explaining how each of these concerns has been or is being addressed.

The pre-proposal was reviewed by CAVP on September 28, 2018. No concerns were raised at the meeting.

C. If this is a doctoral level program please include the external consultant's report at the end of the proposal as Appendix D. Please provide a few highlights from the report and describe ways in which the report affected the approval process at the university.

This is a Bachelor-level program. This section is not applicable.

D. Describe how the proposed program is consistent with the current State University System (SUS) Strategic Planning Goals. Identify which specific goals the program will directly support and which goals the program will indirectly support (see link to the SUS Strategic Plan on the resource page for new program proposal).

The proposed program supports the SUS strategic goal to Strengthen Quality and Reputation of the Universities, as the program at FSU will offer a B.A. and B.S. in Linguistics which is linked to training in the many foreign language programs offered within the Department of Modern Languages and Linguistics. Furthermore, the option to earn a Bachelor of Science degree - unique in the SUS - will provide training for students interested in the more quantitative applications of linguistics. The number of undergraduate degrees coming out of the Department of Modern Languages and Linguistics will increase with the proposed program (SUS Strategic Goal 'Increase Degree Productivity and Program Efficiency').

The proposed program will substantially strengthen the quality and reputation of scholarship, research and innovation in linguistics across the State University System and, specifically, at Florida State University (addressing SUS Strategic Goal 'Strengthen the Quality and Reputation of Scholarship, Research and Innovation'). By creating the linguistics bachelor's degree program, we will expand and strengthen undergraduate scholarship and research in linguistics and, by increasing the number of undergraduate students participating in research projects, we will increase the faculty's scholarship and research activity (indirectly supporting the Strategic Goal 'Increase Research Activity and Attract More External Funding'). The integration of recently-purchased state-of-the-art eye-tracking equipment throughout the undergraduate curriculum will train our students in some of the most cutting-edge research themes, increasing their job-readiness and improving their ability to pursue graduate study depending on their interests. In addition, the inclusion of computational linguistics in this degree program will lead to further innovation in both linguistics education and research and will open up additional opportunities for intellectual cross-fertilization with FSU's departments of Computer Science, Scientific Computing and Psychology, which will further enhance the training provided to our students.

E. If the program is to be included in a category within the Programs of Strategic Emphasis as described in the SUS Strategic Plan, please indicate the category and the justification for inclusion. The Programs of Strategic Emphasis Categories are:

- Critical Workforce:
  - [ ] Education
  - [ ] Health
  - [ ] Gap Analysis

3 [https://www.linguisticsociety.org/resource/linguistics-profession](https://www.linguisticsociety.org/resource/linguistics-profession)
• Economic Development:
  ☑ Global Competitiveness
  ☐ Science, Technology, Engineering, and Math (STEM)

Please see the Programs of Strategic Emphasis (PSE) methodology for additional explanations on program inclusion criteria at the resource page for new program proposal.

The Linguistics CIP code (16.0102) occurs in the Global Competitiveness category under Economic Development in the September, 2020, BOG list of programs of Strategic Emphasis. A degree in linguistics will provide students with the analytic tools necessary to meet the demand of new jobs and advanced academic program requirements (analytic tools include design and programming of research studies, analyzing data, argumentation and critical thinking). The training students will receive in this program will enhance their competitiveness in the job market and facilitate applications for advanced studies in linguistics, as well as a wide range of areas, including cognitive science, computer science, education, and speech, language and hearing sciences.

F. Identify any established or planned educational sites at which the program is expected to be offered and indicate whether it will be offered only at sites other than the main campus.

The program will only be offered face-to-face on the FSU main campus (Tallahassee).

Institutional and State Level Accountability

I. Need and Demand

A. Need: Describe national, state, and/or local data that support the need for more people to be prepared in this program at this level. Reference national, state, and/or local plans or reports that support the need for this program and requests for the proposed program which have emanated from a perceived need by agencies or industries in your service area. Cite any specific need for research and service that the program would fulfill.

There is increased and continuing need in the US job market for people trained in languages, linguistics, and translation studies. According to Data USA, there are currently over 500,000 people in the workforce who have a degree in linguistics, with an annual growth rate of 4.9%, which translates to a total of 24,500 additional jobs annually. That is, there continue to be more job opportunities for graduates in linguistics than there are graduates. According to the US Bureau of Labor Standards, jobs for interpreters and translators, for which graduates from our program would be well-qualified, are expected to grow by 20% between 2019-2029, much higher than the overall growth rate of 4%. The need for more graduates with a bachelor’s degree in linguistics emanates from the diversification of the market, and a constant need by companies who offer products or services that rely on having employees with a linguistics background. In addition, we are witnessing an increased need for jobs that require specific linguistic training such as teaching and translation jobs and, with the explosion of machine learning and artificial intelligence, the need for natural language acquisition in the computational sector. Closer to home, the Florida Department of Education identified 26 critical teacher shortage areas in the state of Florida in 2019-2020. Three of the top 8 of these areas require linguistics training (English, ESOL, and Reading). Two more areas require linguistics knowledge coupled with training in other foreign languages.

4 https://datausa.io/profile/cip/linguistics
5 https://www.bls.gov/ooh/media-and-communication/interpreters-and-translators.htm#tab-6; searched December, 2020
National information from industries and businesses that employ graduates with a bachelor’s degree in linguistics indicate an average salary of $49,800 with a 3.66% annual growth. The most common occupations are elementary and middle school teachers, postsecondary teachers (colleges, universities, and professional schools), tech companies such as Google, Amazon and Duolingo, some companies in the service industry, and media and communications companies. The highest paying industry that needs employees with a linguistics background, according to Data USA, is the securities, commodities, and financial services industry. These industries rely on linguists to help them focus on the practical outcomes of international and multi-lingual/multi-cultural communication and, increasingly, on modeling human language use. Also, combining linguistics with other fields of study such as computer science, statistics, and natural language processing often helps product manufacturers develop speech recognition systems and software, speech synthesis programs to help people with specific disabilities, and in many other internet related applications like speech filters, and social media data mining.

B. Demand: Describe data that support the assumption that students will enroll in the proposed program. Include descriptions of surveys or other communications with prospective students.

Across the SUS, four institutions report data for the Linguistics CIP code (16.0102). While overall headcount has decreased at the Bachelor’s degree level from 238 students in Fall, 2014 to 172 in Fall, 2018, it is important to note that this decrease is primarily due to a significant drop in headcount at one institution, FAU (118 to 51), and a slighter drop at another institution, UF (238 to 172). However, it needs to be emphasized that 214 students completed the coursework required for a linguistics minor at FSU (Fall 2013-Spring 2018), showing that there is considerable interest in linguistics at our institution.

The linguistics faculty conducted a survey during Spring of 2018 with students enrolled in linguistics courses that semester to explore whether they would be interested in pursuing a B.A. in linguistics if it was available at our institution (see Appendix C.I). A total of 77 students responded to the survey. Two thirds of these students (51 students) expressed interest in a linguistics major. In particular, forty-three percent (33 students) indicated that they would have pursued a linguistics B.A. and twenty-three percent of the students (18) responded that they might have pursued the B.A. degree if it had been available at the time. These students come from the existing language degree programs within the Department of Modern Languages and Linguistics, and from other majors such as psychology, biology, mathematics, communication science and disorders, international affairs, and computer science. In addition, 22 students in this survey were pursuing, or planning to pursue, a minor in linguistics. Out of those 22 students, 86% (19) responded that they would have pursued a major in linguistics if it had been available (2 additional students – 9% - indicated that they might have pursued this degree if they had been given the opportunity to do so). Evidence related to the survey is found in Appendix C.I.

Some of the information that students in the survey provided to supplement their answers is presented below:

- I think it would have been essential to my pursuance of a Psychology degree.
- I only am not [pursuing a linguistics major] because FSU doesn’t offer a true linguistics B.A.
- I love the [linguistics] classes I have taken and they are relevant to my future career plans.
- Linguistics fascinates me and I would be interested in performing Linguistic research professionally.

In addition, in the departmental Quality Enhancement Review (QER) conducted in 2020, the external reviewers met with undergraduate students. In their final report, they pointed out that “many [undergraduate] students were very excited about the future BA in linguistics.” (p. 10).

7 [https://datausa.io/profile/cip/linguistics](https://datausa.io/profile/cip/linguistics)
8 [https://datausa.io/profile/cip/language-linguistics#category_occupations](https://datausa.io/profile/cip/language-linguistics#category_occupations)
10 Because we added the option of a B.S. later, this was not part of the survey.
C. If substantially similar programs (generally at the four-digit CIP Code or 60 percent similar in core courses), either private or public exist in the state, identify the institution(s) and geographic location(s). Summarize the outcome(s) of communication with such programs with regard to the potential impact on their enrollment and opportunities for possible collaboration (instruction and research). In Appendix C, provide data that support the need for an additional program.

The University of Florida (UF) in Gainesville, FL is the only other institution in the state that offers a B.A. degree in linguistics (CIP code: 16.0102); they do not currently have an option to earn a B.S. degree. The UF program, which is housed in the Department of Linguistics, consists of 9 credits of required courses plus 24 credits of elective courses. Florida Atlantic University has a linguistics major within their Languages, Linguistics and Comparative Literature BA degree program (CIP code: 16.0101) that has 15 hours of required linguistics courses, 12-13 hours of language-specific courses and 9 hours of electives. In contrast to these programs, the proposed linguistics degree at FSU will be housed exclusively within the Department of Modern Languages and Linguistics. This is important because it will provide a more integrated experience in the science and study of languages. In our department, students have direct access to a diverse faculty specializing in a broad range of modern languages, including French, German, Italian, Spanish, and critical languages such as Arabic, Chinese, Japanese, Russian and Portuguese. No other program in the SUS offers such a wide range of language degree programs. Furthermore, the proposed linguistics program at FSU contains 18 hours of required courses, offering a more comprehensive linguistics training than the existing SUS programs. Our program will offer students a broad range of opportunities in language and linguistics within one department. We discussed our plans to create a bachelor’s degree program in linguistics at FSU with colleagues at UF and FAU, and both offered encouragement and were excited about the new program and the strength of the training available here. Evidence of these communications with SUS colleagues is found in Appendix C.II.

There is currently no linguistics program at FAMU. FIU offers a certificate in linguistics through the Department of English, and a linguistics track/major as part of the B.A. in English.

Establishing a B.A. and a B.S. in linguistics at FSU will not have a negative impact on the linguistics program at UF, the linguistics major at FAU, or the linguistics track and certificate in linguistics at FIU as undergraduate linguistics programs traditionally attract prospective students from within the institution that they are attending and there is little competition with external programs. Our colleagues at UF corroborated that their linguistics students largely come from within their own institution.

Although FSU does not currently offer a bachelor’s degree program in linguistics, our faculty are active within the linguistics community in the SUS due to our linguistics classes in the linguistics minor and language majors as well as through our research and graduate program in Hispanic Linguistics. Therefore, there are many open channels that will be used to capitalize on the expertise of the established undergraduate linguistics programs to rapidly grow the new program at FSU. Our faculty have collaborated with faculty at UF and FIU. For example, colleagues at UF have given us advice in regard to setting up our new eye-tracking lab, and we have shared syllabi at the graduate level. Moreover, a number of annual symposia, conferences, and meetings take place in institutions with linguistics programs. Collaboration at the instruction and research levels occurs at such meetings that will foster the growth of this field of study. Some regional conferences are the Florida Yearly Linguistics Meeting and the Florida Psycholinguistics Meeting. Some national and international conferences that have been held in Florida include CUNY, the Hispanic Linguistics Symposium, and Bilingualism in the Hispanic and Lusophone World (which was co-founded and recently hosted by FSU; additional sites for this meeting include Leiden University in the Netherlands, and the next meeting will be at the Benemérita Universidad Autónoma de Puebla, Mexico - all meetings are co-organized by FSU). Our faculty have given keynotes at conferences and invited lectures at UF and FIU, and they have been keynotes or invited participants at international conferences and workshops organized by faculty at FSU.

D. Use Table 1 in Appendix A (1-A for undergraduate and 1-B for graduate) to categorize projected student headcount (HC) and Full Time Equivalents (FTE) according to primary sources. Generally undergraduate FTE will be calculated as 30 credit hours per year and graduate FTE will be calculated as 24 credit hours per year. Describe the
rationale underlying enrollment projections. If students within the institution are expected to change majors to enroll in the proposed program at its inception, describe the shifts from disciplines that will likely occur.

We expect 10 students in year 1, increasing to a steady-state annual enrollment of approximately 22-25 students by Year 5. The estimated headcount in year 5 is 38 students, reflecting a combination of Juniors and Seniors in the program. We expect that the majority of our Year 1 students will come from current upper-level FSU students who will transfer into either major in the linguistics degree program from other majors and degree programs within the university, but this number will drop to zero in subsequent years. These upper-division students are expected to come from foreign language degree programs and other disciplines including psychology, biology, mathematics, communication science and disorders, international affairs, computer science, and others. Students from these majors already frequently enroll in our courses and have expressed interest in our planned bachelor's program (see section B. Demand). The other initial source of students will be FSU FTIC students who certify to upper division status and enter one of the linguistics majors. As the program grows, the number of FTIC students who are progressing from the lower to the upper division will increase and we will begin to attract Florida College System transfers to the upper division at FSU (years 2-5, Table 1-A). We do not expect transfers to the upper division from other Florida SUS institutions or transfers from out-of-state colleges and universities based on our own experience in the field and on our discussions with colleagues at other universities (e.g., University of Florida), who do not have many students that transferred from other universities.

We anticipate that all students in Year 1 and all FTIC students in subsequent years will be full-time students, generating at least 1.0 FTE per student. Students transferring to FSU from the Florida College System as upper-division students will be a mix of full- and part-time students, generating on average 0.8-0.9 FTE per student. This is a conservative estimate but is reflected in the FTE calculations in Table 1A, Appendix A.

E. Indicate what steps will be taken to achieve a diverse student body in this program. If the proposed program substantially duplicates a program at FAMU or FIU, provide, (in consultation with the affected university), an analysis of how the program might have an impact upon that university’s ability to attract students of races different from that which is predominant on their campus in the subject program. The university’s Equal Opportunity Officer shall review this section of the proposal and then sign and date Appendix B to indicate that the analysis required by this subsection has been completed.

The Department of Modern Languages and Linguistics is seeing a steady increase of minoritized populations at the undergraduate level. From 2017 to 2019 alone, the percentage of Hispanic students pursuing a major in our department went from 14.5% in Fall 2017 to 23% in Fall 2019.11 The number of Black/African American students also increased from 5.5% in Fall 2017 to 9.3% in Fall 2019. This increase may be due in part to an increase of these populations across the board at the university level. However, our department is working diligently to continue supporting a diverse student body in each of its language programs. For example, the French program has three new study-abroad programs in Martinique, Bordeaux and Grenoble that will attract a diverse student population.

The Spanish program houses the Spanish Heritage Track within the Spanish BA degree program, whose mission is to provide a space for the Hispanic undergraduate population at FSU to continue developing their bilingualism and biliteracy skills. In the first year, the track served over 85 Hispanic students and it is projected to serve around 140 Hispanic students by the end of the second year. Given the linguistic emphasis of the courses for heritage bilinguals, we anticipate that the Spanish Heritage Track will work as a gateway for Hispanic students to pursue a B.A. or B.S. degree in linguistics. It is important to mention that the track has Black Latinx students who are equally interested in linguistics and could potentially join the linguistics B.A. or B.S. at FSU. Specifically, Dr. Brandl, the faculty coordinator of basic heritage Spanish, will publicize the linguistics B.A. and B.S. among the track’s students and will target recruitment of specific candidates into this degree program. Moreover, the faculty and staff of Modern

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11 This information was provided by Lyndsey James, the former undergraduate advisor for Modern Languages and Linguistics.
Languages and Linguistics will ensure diversity and inclusion within the new linguistics program by leveraging existing university recruitment initiatives. Other approaches will include personal contact with members of the Florida Linguistics Yearly Meeting, the Florida Psycholinguistics Meeting, Bilingualism in the Hispanic and Lusophone World and our professional networks to publicize this new program. We will also reach out to predominantly Black and Hispanic high schools around the State of Florida, and we will invite their graduating seniors to visit and consider this program. Our faculty will also work with FSU’s Black and Hispanic recognized student organizations (RSOs) to seek potential enrollees of similar backgrounds. We will advertise the degree using selected mailing lists/list servers for the targeted student groups. Lastly, we have ties with TCC faculty members of the Communications and Humanities Division, who will include information about the B.A. and B.S. in linguistics as part of the advising given to students in the TCC2FSU transfer program.

II. Budget

A. Use Table 3 in Appendix A to display projected costs and associated funding sources for Year 1 and Year 5 of program operation. Use Table 4 in Appendix A to show how existing Education & General funds will be shifted to support the new program in Year 1. In narrative form, summarize the contents of both tables, identifying the source of both current and new resources to be devoted to the proposed program. (Data for Year 1 and Year 5 reflect snapshots in time rather than cumulative costs.)

The projected first year cost of the Program is $154,125, of which $115,129 is the faculty salary and benefits cost based on their estimated percent efforts, funded from Education and General revenue funds reallocated from the departmental base. This effort arises from instruction, course development, faculty advising and administration of the program. All faculty with effort in Year 1 are current members of the department of Modern Languages and Linguistics at Florida State University. In consultation with the Dean of the College of Arts and Sciences, we anticipate requesting a hire in Computational Linguistics to start after the first year of the program; consequently there is no effort allocated to this person in Year 1 because s/he would not be involved in delivering the core curriculum; effort for this person is included in Year 5.

Effort is included for two A&P staff members in Year 1 ($2,293 under A&P costs in Table 3). These are Jeannine Spears (0.02 FTE; Finance and Admin operations manager for the Department of Modern Languages and Linguistics) and the undergraduate advisor for the Department of Modern Languages and Linguistics, Caitlin Reichert (0.015 FTE). There are no USPS employees in the department who are anticipated to contribute effort to the new degree program.

Additional instructional costs arise for an OPS employee to supervise teaching labs and use of technical equipment that is used for instruction ($5,220 annually; Table 3). This employee will be hourly and could be a federal work-study student; we anticipate only one OPS student at a time.

The program estimates $31,484 will be needed to purchase additional required instructional equipment (listed under Expense in Table 3 of Appendix A). Briefly, linguistics is the scientific study of language, including sounds and patterns used to communicate; the necessary equipment allows students to record and analyze these sounds without interference or distortion from background and other environmental sounds (like a car driving down the street or students talking and walking in hallways). Although we have some equipment on hand already that is used to support instruction in our existing linguistics courses, it is not sufficient to accommodate the expanded curriculum and increased headcount anticipated from the new degree program. See the discussion in IX. Non-Faculty Resources, Sections F and G of this proposal for a more detailed explanation of equipment needs and their use in instruction. The cost per FTE in Year 1 is $15,412, including the necessary equipment. When considering only the instruction component of this budget, the cost per FTE reduces to $12,264.

We estimate the program cost in Year 5 will be $196,506. The increased cost reflects the increased cost of instruction and administration due to increases in both headcount and FTE as the program becomes fully developed, e.g., students from two cohort-years will receive instruction in Year 5. It also includes the additional effort by the Computational Linguist, and maintains effort due to faculty and staff advising and administration of the program. Importantly,
the cost per FTE decreases to $5,428, reflecting a substantial and more rapid increase in headcount and FTE compared to the cost of instruction and administrative support.

B. Please explain whether the university intends to operate the program through continuing education, seek approval for market tuition rate, or establish a differentiated graduate-level tuition. Provide a rationale for doing so and a timeline for seeking Board of Governors' approval, if appropriate. Please include the expected rate of tuition that the university plans to charge for this program and use this amount when calculating cost entries in Table 3.

We will charge normal undergraduate tuition rates for this program, which is published by FSU Student Business Services as $215.55 and $726.60 per credit hour for in-state and out-of-state students, respectively\(^\text{12}\). We do not anticipate using continuing education funding or seeking market tuition rates.

C. If other programs will be impacted by a reallocation of resources for the proposed program, identify the impacted programs and provide a justification for reallocating resources. Specifically address the potential negative impacts that implementation of the proposed program will have on related undergraduate programs (i.e., shift in faculty effort, reallocation of instructional resources, reduced enrollment rates, greater use of adjunct faculty and teaching assistants). Explain what steps will be taken to mitigate any such impacts. Also, discuss the potential positive impacts that the proposed program might have on related undergraduate programs (i.e., increased undergraduate research opportunities, improved quality of instruction associated with cutting-edge research, improved labs and library resources).

The faculty who will deliver instruction in the linguistics bachelor's program currently participate in the different language programs of the Department of Modern Languages and Linguistics. These faculty already teach linguistics courses, in English or a foreign language, within these programs, and will continue to teach those courses. These courses will fulfill program requirements either for the proposed B.A. or B.S. in linguistics or for other majors in our department. For example, the electives SPN 4700 'Introduction to Hispanic Linguistics' and RUS 4840 'History of the Russian Literary Language' could be used to satisfy the requirements of the B.A. or B.S. in linguistics, or the requirements of the Spanish major, or the Slavic (Russian) major, respectively (but not to satisfy both). In addition, we will continue to develop several new undergraduate courses in linguistics, with the anticipated prefix LIN. Faculty effort allocated to these courses will be reallocated from other instructional assignments within the department but the impact on students in other majors and degree programs within Modern Languages and Linguistics will be mitigated by allowing non-linguistics students seeking to fulfill their electives requirements to enroll in these courses. Importantly, the new degree program will only minimally impact instruction in the introductory language courses because most of those courses are generally taught by graduate instructors rather than the faculty participating in this program.

We expect synergistic impacts of the proposed program on related undergraduate programs in the Department of Modern Languages and Linguistics. In particular, given that students are required to take language courses as part of the linguistics B.A. or B.S. (to satisfy the Arts and Sciences foreign language requirement), we expect the enrollment to increase slightly in some of the introductory language classes. Conversely, the new linguistics courses developed for this degree program will provide new elective courses for students in non-linguistics majors and degree programs in our department and beyond. Moreover, we expect that offering a bachelor's in linguistics will eventually increase enrollment in our master's program. Thus, the program will have an overall positive effect on the quality of instruction in our department because we will be able to offer a broader and deeper linguistics curriculum, add linguistics prerequisites to existing courses, and offer linguistics options to non-linguistics majors. We also anticipate synergistic impacts beyond our department, specifically with students and faculty in Psychology (psycholinguistics; language acquisition), Computer Science (natural language processing; machine language), Scientific Computing and the Florida Center for Reading Research.

\(^\text{12}\) [https://studentbusiness.fsu.edu/tuition-fees](https://studentbusiness.fsu.edu/tuition-fees)
Furthermore, we expect the new program will increase undergraduate research opportunities as students with a solid training in linguistics participate in undergraduate research projects, whether developed through interactions with our faculty or through involvement with the Undergraduate Research Opportunity Program (UROP). As noted above, some of these research opportunities are anticipated to be interdisciplinary in nature. Students could potentially work as a research assistant for faculty and graduate students, and work in our newer and improved labs (with new computer and eye-tracking equipment) as well.

D. Describe other potential impacts on related programs or departments (e.g., increased need for general education or common prerequisite courses, or increased need for required or elective courses outside of the proposed major).

All students in the College of Arts and Sciences must establish competency at the intermediate level in a foreign language as a requirement for graduation. Because of this, most of our 1000- and 2000-level language courses have high enrollment in them and our Spanish and Japanese courses are already often completely full. This language requirement applies to our linguistics students, as well, and some may also choose to take additional lower-level language courses to satisfy their electives requirements. This is generally expected to be a relatively small increase to the total number of students in our language courses so the impact will be minimal. On the other hand, with our strong faculty expertise in linguistics and Spanish, this program could further increase enrollments in some of our lower-level Spanish courses. If enrollment in the Spanish or other language programs is substantially higher than we anticipated, we will discuss this with the College and attempt to address this by opening additional sections of these courses, which are generally taught using graduate student instructors. Finally, we have included several courses offered outside the Department of Modern Languages and Linguistics as electives leading to the B.S degree. These are all large-enrollment courses that are offered each semester throughout the year. The small number of linguistics students who would enroll in these courses will have no impact on the demand for these courses. Beyond this, there are no increased needs or impacts on general education or common prerequisites outside of the proposed major.

E. Describe what steps have been taken to obtain information regarding resources (financial and in-kind) available outside the institution (businesses, industrial organizations, governmental entities, etc.). Describe the external resources that appear to be available to support the proposed program.

As described elsewhere, the inclusion of computational linguistics training in our program will broaden the scope of training available to our students, and will allow us to develop collaborations with other FSU departments and research programs. A computational linguistics aspect to our program will allow us to pursue funding from outside businesses such as IBM, Duolingo, Amazon, etc., and government entities such as NSF, NEH, NIH and CLIR (Council on Library and Information Resources) that could be used for student support. However, none of these resources are currently in hand and they are not needed to deliver the curriculum or to graduate students with a linguistics B.A. or B.S. degree in the first 5 years of the program.

III. Projected Benefit of the Program to the University, Local Community, and State

Use information from Tables 1 and 3 in Appendix A, and the supporting narrative for “Need and Demand” to prepare a concise statement that describes the projected benefit to the university, local community, and the state if the program is implemented. The projected benefits can be both quantitative and qualitative in nature, but there needs to be a clear distinction made between the two in the narrative.

As documented in section I.A (Need) of this proposal, there is a clear demand for employees with the training provided by the bachelor's in linguistics degree program proposed here. Quantitatively, we documented a demand of more than 24,000 jobs nationally each year. Closer to home, the State University System documented a 20% growth in demand for linguists in the state of Florida from 2019 – 2020, corresponding to nearly 1500 new jobs at the bachelor's
degree level in the Linguistics CIP code (16.0102), with an average starting annual salary over $50,000.\textsuperscript{13}

We also documented a need for this program based on analysis of enrollments in existing SUS programs and supported by surveys of our own student body here at FSU. Based on the results of this survey, we anticipate the program will enroll 10 majors in its first year, and grow to approximately 40 majors by Year 5 and about 20 graduates annually. Quantitatively, these data suggest that our graduates will find sufficient employment opportunities here in the State of Florida and nationally and contribute to meeting the documented state-wide demand. Our program will expose students to a very strong training in the science of linguistics, coupled with a broader exposure to modern foreign languages than is available in existing SUS Linguistics programs. Qualitatively, this program benefits the University by broadening the kinds of majors available at the bachelor’s degree level, and by increasing the opportunities for advancing research through the involvement of these students in on-going research efforts by our faculty. Therefore, this program strengthens the quality of scholarship, research and innovation in linguistics, both at FSU and state-wide.

Consistent with the size and goals of this program, we estimate a Year 1 cost of $154,125 to develop and offer the first year curriculum and to obtain equipment necessary to deliver this curriculum. This amount, derived from reallocated base E&G funding, corresponds to approximately $15,412 E&G cost per student FTE, which reduces to $5,428 per FTE by Year 5. This curriculum will provide job-ready graduates who will meet the projected demand with an efficient cost.

IV. Access and Articulation – Bachelor’s Degrees Only

A. If the total number of credit hours to earn a degree exceeds 120, provide a justification for an exception to the policy of a 120 maximum and submit a separate request to the Board of Governors for an exception along with notification of the program’s approval. (See criteria in Board of Governors Regulation 6C-8.014)

The program will require 120 credit hours to earn the degree.

B. List program prerequisites and provide assurance that they are the same as the approved common prerequisites for other such degree programs within the SUS (see link to the Common Prerequisite Manual on the resource page for new program proposal). The courses in the Common Prerequisite Counseling Manual are intended to be those that are required of both native and transfer students prior to entrance to the major program, not simply lower-level courses that are required prior to graduation. The common prerequisites and substitute courses are mandatory for all institution programs listed, and must be approved by the Articulation Coordinating Committee (ACC). This requirement includes those programs designated as “limited access.

If the proposed prerequisites are not listed in the Manual, provide a rationale for a request for exception to the policy of common prerequisites. NOTE: Typically, all lower-division courses required for admission into the major will be considered prerequisites. The curriculum can require lower-division courses that are not prerequisites for admission into the major, as long as those courses are built into the curriculum for the upper-level 60 credit hours. If there are already common prerequisites for other degree programs with the same proposed CIP, every effort must be made to utilize the previously approved prerequisites instead of recommending an additional “track” of prerequisites for that CIP. Additional tracks may not be approved by the ACC, thereby holding up the full approval of the degree program. Programs will not be entered into the State University System Inventory until any exceptions to the approved common prerequisites are approved by the ACC.

We will adopt the current Common Prerequisites that are approved by the Articulation Coordinating Committee. The 2019-2020 State Common Prerequisite Manual\textsuperscript{14} lists no courses

\textsuperscript{14} Available at https://dlss.flvc.org/admin-tools/common-prerequisites-manuals/2019-2020-manual
that are specifically required for admission to the linguistics bachelor's degree program, other than 6-12 credit hours of a suitable foreign language. Students can demonstrate proficiency by completion of a foreign language through the intermediate level. At FSU this typically involves completing up to twelve credit hours from the 1120-1121 and 2220 courses in any given foreign language. Heritage speakers or students with experience in a foreign language may qualify for a higher-level language course, or exempt course(s) entirely by scoring above 46 points (out of 70) on the Spanish Placement test, which is offered to students free of charge at FSU's Testing Center. Native speakers wishing to exempt from this requirement are interviewed by a faculty member in the Spanish program to determine their qualifications for the exemption. Consistent with the practice at UF, our linguistics students will be strongly encouraged to select required lower division electives that will enhance their general education coursework and that will support their intended baccalaureate degree program, and/or lower-level introductory courses in some of the related disciplines (modern languages, psychology, anthropology, philosophy, English, education, communication science and disorders, or computer science).

C. If the university intends to seek formal Limited Access status for the proposed program, provide a rationale that includes an analysis of diversity issues with respect to such a designation. Explain how the university will ensure that Florida College System transfer students are not disadvantaged by the Limited Access status. NOTE: The policy and criteria for Limited Access are identified in Board of Governors Regulation 6C-8.013. Submit the Limited Access Program Request form along with this document.

This program will not be Limited Access.

D. If the proposed program is an AS-to-BS capstone, ensure that it adheres to the guidelines approved by the Articulation Coordinating Committee for such programs, as set forth in Rule 6A-10.024 (see link to the Statewide Articulation Manual on the resource page for new program proposal). List the prerequisites, if any, including the specific AS degrees which may transfer into the program.

This program is not an AS-to-BS capstone program.

Institutional Readiness

V. Related Institutional Mission and Strength

A. Describe how the goals of the proposed program relate to the institutional mission statement as contained in the SUS Strategic Plan and the University Strategic Plan (see link to the SUS Strategic Plan on the resource page for new program proposal). The goals of the proposed program match the institutional mission and the goals outlined in the SUS Strategic Plan and the University Strategic Plan, with their focus on teaching and research excellence, interdisciplinarity, and diversity and inclusion.

The proposed program supports the goals of academic and research excellence (Strategic Goal II, FSU Strategic Plan) by providing a solid program in linguistics, with required courses as well as electives, and by offering honors thesis options. The proposed program also provides undergraduate students with research opportunities in different areas of linguistics and psycholinguistics. Using newly purchased state-of-the-art research equipment, students have the opportunity to participate in innovative research programs within linguistics and psycholinguistics.

The proposed program supports the university's goal of increased academic and research interdisciplinarity (Strategic Goal II, FSU Strategic Plan), given that it involves several language programs within the department, establishes connections to other departments on campus (such as Psychology, Computer Sciences, Scientific Computing, Communication Science and Disorders, Education, Center for Reading Research, etc.), and offers courses of interest and relevance to students in these and other disciplines. The proposed line in computational linguistics fits in with the increased interest in Artificial Intelligence / Machine Learning across
different disciplines, and with a strong interest in natural language processing in our Computer Science faculty.

The proposed program supports the University's strategic goal of student success (Strategic Goals IV & V, FSU Strategic Plan) by preparing students for careers in the 21st century. In the proposed program, students will develop critical thinking and communication skills that will ensure success in the job market, and will obtain skills that are directly transferable to their post-graduation jobs through doing research or internships. Professional linguists work in several fields such as teaching (linguistics, speech, English, world languages), translation and interpretation, voice or speech recognition software development, literacy programming, curriculum development, data analysis, and US intelligence or foreign service, just to name a few.

The proposed program supports the university's focus on enhancing diversity and inclusion (Strategic Goal III, FSU Strategic Plan) in several ways. For instance, the courses address issues related to diversity, in particular linguistic diversity (different languages and regional and social varieties) and different minorities (for instance, heritage speakers who grew up speaking a minority language at home, and speakers of endangered languages). Moreover, part of the research done in the department focuses on the languages and linguistics of underrepresented populations (e.g., Spanish-English bilinguals), prevalent in many of Florida's communities, and of speakers of endangered languages in other parts of the world. The courses and research experiences offered by this new program will expand students' understanding and appreciation of different languages and cultures.

In the future we plan to expand the program to include computational linguistics, which is an NSF approved STEM field. This line of research and teaching would lead to more opportunities for community and business engagement and a stronger focus on entrepreneurship (Strategic Goal I, FSU Strategic Plan).

Finally, the proposed program relates to the institution's goal of excellence and reputation (Strategic Goal VI, FSU Strategic Plan) by building a stronger Department of Modern Languages and Linguistics that can compete with top-level programs, such as those at Penn State University and the University of Illinois. In particular, the inclusion of computational linguistics in our program will further enhance the excellence and reputation of FSU and this program. This will also help us to attract more external funding.

B. Describe how the proposed program specifically relates to existing institutional strengths, such as programs of emphasis, other academic programs, and/or institutes and centers.

The proposed program relates to existing strengths in Hispanic Linguistics, Communication Science & Disorders, Education, Psychology, Neuroscience, the Florida Center for Reading Research, and the School of Entrepreneurship. By developing and including a computational linguistics component to this program, we will dovetail nicely with the growing interest in data science, and in machine learning / natural language processing in Computer Science and Scientific Computing. Importantly, the proposed program builds on FSU's existing strength and breadth in modern languages within one department, making our program unique in the state.

C. Provide a narrative of the planning process leading up to submission of this proposal. Include a chronology in table format of the activities, listing both university personnel directly involved and external individuals who participated in planning. Provide a timetable of events necessary for the implementation of the proposed program.

The planning process for a B.A. and a B.S. degree in linguistics started in January 2016. At a linguistics program meeting at FSU, faculty discussed the possibility of establishing a major in linguistics, in addition to the existing minor. After collecting supporting data, and several meetings with the former Chair, Dr. Mark Pietralunga, the Modern Languages and Linguistics executive committee, Dr. Jennifer Buchanan (Associate Vice President for Faculty Development and Enhancement), and Dr. Lois Hawkes (former Associate Dean of the College of Arts and Sciences), linguistics faculty drafted the Pre-Proposal for a B.A. degree in linguistics. The Pre-Proposal was approved by the Council of Academic Vice Presidents (CAVP) review group on September 28, 2018. Linguistics faculty subsequently drafted a Proposal to Explore in Fall 2018,
and Dr. Lara Reglero, Dr. Gretchen Sunderman, and Dr. Mark Pietralunga presented the proposal to the Undergraduate Policy Committee on January 9, 2019. The Proposal to Explore was approved by the Undergraduate Policy Committee and received the final approval by the Board of Trustees on June 7, 2019. Planning and writing for the Proposal to Implement took place from Summer 2020 to Spring 2021. We plan to seek approval for the Proposal to Implement in Spring 2021 and start the program in Fall 2021.

All meetings regarding the planning process for the B.A. and B.S. degree in linguistics are included in the table below (‘Planning Process’).

Linguistics faculty = Dr. Carolina González, Dr. Michael Leeser, Dr. Antje Muntendam, Dr. Zhiling Qian, Dr. Lara Reglero, Dr. Robert Romanchuk, Dr. Tatjana Soldat-Jaffe, Dr. Gretchen Sunderman, Dr. Anel Brandl, Dr. Zafer Lababidi, and Dr. Katy Prantil.

<table>
<thead>
<tr>
<th>Date</th>
<th>Participants</th>
<th>Planning Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/27/2016</td>
<td>Linguistics faculty</td>
<td>Discussed the possibility of establishing a linguistics major, rather than only a minor.</td>
</tr>
<tr>
<td>2/19/2016</td>
<td>Linguistics faculty, Dr. Mark Pietralunga (Modern Languages and Linguistics Department Chair)</td>
<td>Discussed the possibility of establishing a linguistics major.</td>
</tr>
<tr>
<td>Summer/Fall 2016</td>
<td>Dr. Lara Reglero</td>
<td>Collected data to support the establishment of a B.A. degree in linguistics.</td>
</tr>
<tr>
<td>11/16/2016</td>
<td>Linguistics faculty</td>
<td>Discussed data supporting the establishment of a B.A. degree in linguistics.</td>
</tr>
<tr>
<td>12/9/2016</td>
<td>Dr. Lara Reglero, Dr. Mark Pietralunga</td>
<td>Discussed supporting data.</td>
</tr>
<tr>
<td>2/22/2017</td>
<td>Dr. Lara Reglero, departmental executive committee</td>
<td>Presented proposal to establish a B.A. degree in linguistics in the Department of Modern Languages and Linguistics.</td>
</tr>
<tr>
<td>Summer/Fall 2017</td>
<td>Linguistics faculty</td>
<td>Wrote and revised Pre-Proposal.</td>
</tr>
<tr>
<td>2/2/2018</td>
<td>Linguistics faculty</td>
<td>Discussed Pre-Proposal.</td>
</tr>
<tr>
<td>Spring 2018</td>
<td>Linguistics faculty</td>
<td>Collected additional data on linguistics minors and distributed a survey to students taking linguistics courses.</td>
</tr>
<tr>
<td>8/28/2018</td>
<td>Dr. Lara Reglero, Dr. Jennifer Buchanan and Dr. Lois Hawkes</td>
<td>Discussed final revisions to Pre-Proposal.</td>
</tr>
<tr>
<td>9/12/2018</td>
<td>Linguistics faculty</td>
<td>Discussed Proposal to Explore stage.</td>
</tr>
<tr>
<td>9/28/2018</td>
<td>Dr. Jennifer Buchanan</td>
<td>Pre-proposal was approved by the Council of Academic Vice Presidents (CAVP) review group. No concerns were raised.</td>
</tr>
<tr>
<td>1/9/19</td>
<td>Dr. Lara Reglero, Dr. Gretchen Sunderman, Dr. Mark Pietralunga</td>
<td>Presented Proposal to Explore to the Undergraduate Policy Committee and answered questions. The Undergraduate Policy Committee approved Proposal to Explore.</td>
</tr>
<tr>
<td>2/8/19</td>
<td>Linguistics faculty</td>
<td>Discussed Proposal to Implement stage.</td>
</tr>
<tr>
<td>6/7/19</td>
<td>Dr. Jennifer Buchanan</td>
<td>Proposal to Explore was approved by the Board of Trustees.</td>
</tr>
<tr>
<td>6/11/19</td>
<td>Dr. Lara Reglero, Dr. Mark Pietralunga, Dr. Reinier Leushuis</td>
<td>Discussed Proposal to Implement (headcount, %Effort for program)</td>
</tr>
<tr>
<td>8/30/19</td>
<td>Dr. Lara Reglero, Dr. Carolina González, Dr. Michael Leeser, Dr. Antje Muntendam and Dr. Gretchen Sunderman</td>
<td>Discussed Curriculum for the B.A. degree.</td>
</tr>
<tr>
<td>Date</td>
<td>Participants</td>
<td>Planning Activity</td>
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</tr>
<tr>
<td>9/11/19</td>
<td>Linguistics faculty</td>
<td>Discussed Curriculum and faculty effort for the B.A. degree.</td>
</tr>
<tr>
<td>9/23/20</td>
<td>Dr. Lara Reglero, Dr. Carolina González, Mrs. Lyndsey James</td>
<td>Discussed Curriculum with Lyndsey James, former undergraduate advisor for Modern Languages and Linguistics.</td>
</tr>
<tr>
<td>2/7/20</td>
<td>Dr. Lara Reglero, Dr. Reinier Leushuis (Modern Languages and Linguistics Department Chair)</td>
<td>Discussed Proposal to Implement and next steps in the process.</td>
</tr>
<tr>
<td>3/11/20</td>
<td>Dr. Lara Reglero, Dr. Carolina González, Dr. Sunderman, and Departmental Executive Committee</td>
<td>Discussed curriculum and anticipated faculty participation in the program.</td>
</tr>
<tr>
<td>5/7/20</td>
<td>Dr. Lara Reglero, Dr. Reinier Leushuis, Mrs. Jenny Morton (Administrative Associate and Departmental Human Resources Representative)</td>
<td>Met to discuss and complete Table 2 of the Proposal to Implement (Anticipated Faculty Participation).</td>
</tr>
<tr>
<td>6/5/20</td>
<td>Dr. Lara Reglero and Dr. Reinier Leushuis</td>
<td>Discussed draft of Proposal to Implement.</td>
</tr>
<tr>
<td>6/17/20</td>
<td>Dr. Lara Reglero, Dr. Antje Muntendam and Dr. Reinier Leushuis</td>
<td>Discussed lab and equipment needs for the program.</td>
</tr>
<tr>
<td>7/2/20</td>
<td>Dr. Lara Reglero, Dr. Reinier Leushuis, Dr. Antje Muntendam and Dr. Timothy Logan (Associate Dean, College of Arts and Sciences, FSU)</td>
<td>Discussed Proposal to Implement.</td>
</tr>
<tr>
<td>7/16/20</td>
<td>Dr. Lara Reglero, Dr. Antje Muntendam and Dr. Reinier Leushuis</td>
<td>Discussed Proposal to Implement, especially lab and equipment needs for the program.</td>
</tr>
<tr>
<td>7/30/20</td>
<td>Dr. Lara Reglero, Carolina González, Dr. Michael Leesser, Dr. Antje Muntendam and Dr. Gretchen Sunderman</td>
<td>Discussed Curriculum for the B.A. degree.</td>
</tr>
<tr>
<td>8/17/20</td>
<td>Dr. Lara Reglero, Dr. Carolina González, Dr. Antje Muntendam, and Departmental Executive Committee</td>
<td>Discussed Curriculum for the B.A. degree.</td>
</tr>
<tr>
<td>10/9/20</td>
<td>Dr. Lara Reglero, Dr. Antje Muntendam, Dr. Reinier Leushuis and Dr. Timothy Logan</td>
<td>Discussed Proposal to Implement.</td>
</tr>
<tr>
<td>10/16/20</td>
<td>Dr. Lara Reglero, Dr. Antje Muntendam, and Dr. Reinier Leushuis</td>
<td>Discussed Proposal to Implement, especially lab and equipment needs for the program.</td>
</tr>
<tr>
<td>10/30/20</td>
<td>Dr. Lara Reglero, Dr. Antje Muntendam, and Dr. Timothy Logan</td>
<td>Discussed Proposal to Implement, especially the budget.</td>
</tr>
<tr>
<td>11/2/20</td>
<td>Dr. Antje Muntendam, Dr. Reinier Leushuis and Mrs. Jeannine Spears (Budget and Administrative Operations Manager)</td>
<td>Discussed budget (costs for lab space)</td>
</tr>
<tr>
<td>11/4/20</td>
<td>Dr. Lara Reglero, Dr. Antje Muntendam, and Dr. Reinier Leushuis</td>
<td>Discussed budget (costs for lab space/technology needs)</td>
</tr>
<tr>
<td>2/2/21</td>
<td>Dr. Lara Reglero, Dr. Antje Muntendam, and Dr. Reinier Leushuis</td>
<td>Discussed budget and mapping for the B.A. degree.</td>
</tr>
<tr>
<td>2/3/21</td>
<td>Dr. Lara Reglero, Dr. Antje Muntendam, Dr. Reinier Leushuis, Dr. Timothy Logan, and Shellie Camp (Assistant Director, Academic and Student Support Services, College of Arts and Sciences)</td>
<td>Discussed mapping for the B.A. degree.</td>
</tr>
<tr>
<td>2/3/21</td>
<td>Dr. Lara Reglero, Dr. Antje Muntendam, Dr. Reinier Leushuis, Dr. Timothy Logan, and Dr. Sam</td>
<td>Discussed Proposal to Implement (Budget).</td>
</tr>
<tr>
<td>Date</td>
<td>Participants</td>
<td>Planning Activity</td>
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<td>---------</td>
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<tr>
<td>2/12/21</td>
<td>Dr. Lara Reglero, Dr. Antje Muntendam, Dr. Reinier Leushuis, and Dr. Timothy Logan</td>
<td>Discussed Proposal to Implement</td>
</tr>
<tr>
<td>2/15/21</td>
<td>Dr. Lara Reglero, Dr. Antje Muntendam, Dr. Reinier Leushuis, Dr. Timothy Logan, and Shellee Camp (Assistant Director, Academic and Student Support Services, College of Arts and Sciences)</td>
<td>Discussed Proposal to Implement (Curriculum for the B.A. and the B.S. degree)</td>
</tr>
<tr>
<td>3/3/21</td>
<td>Linguistics faculty</td>
<td>Discussed curriculum for the B.S. degree</td>
</tr>
</tbody>
</table>

Events Leading to Implementation

<table>
<thead>
<tr>
<th>Date</th>
<th>Implementation Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring 2021</td>
<td>To be approved by Modern Languages and Linguistics Curriculum Committee, Chair, College Curriculum Committee, and Dean.</td>
</tr>
<tr>
<td>Spring 2021</td>
<td>To be reviewed and approved by the Undergraduate Policy Committee. Final approval from the Board of Trustees.</td>
</tr>
<tr>
<td>Spring 2021/Summer 2021</td>
<td>Advertise program.</td>
</tr>
<tr>
<td>Fall 2021</td>
<td>Start program.</td>
</tr>
</tbody>
</table>

VI. Program Quality Indicators - Reviews and Accreditation

Identify program reviews, accreditation visits, or internal reviews for any university degree programs related to the proposed program, especially any within the same academic unit. List all recommendations and summarize the institution's progress in implementing the recommendations. Please include evidence that teacher preparation programs meet the requirements outlined in Section 1004.04, Florida Statutes, if applicable.

All academic programs at FSU undergo a formal periodic Quality Enhancement Review (QER) every seven years. The Department of Modern Languages and Linguistics completed its most recent QER in 2020, and its previous QER review in 2013. In 2013, general recommendations included the development of linguistics at the undergraduate level, and strategic hiring in linguistics within the existing language programs (to grow those language programs and to grow linguistics offerings and training across the Department of Modern Languages and Linguistics more generally). As for undergraduate studies specifically, reviewers suggested the following (sections most relevant to the proposed linguistics B.A. and B.S. programs are indicated in italics):

- "From an outside viewpoint, one suggestion is to open up the curriculum and not have specific requirements, and to encourage and develop cultural and media studies as well as linguistics at the undergraduate level." (p. 4)

Regarding the Spanish program, the reviewers noted:

- "The Spanish program, in both literary/cultural and linguistic sub-disciplines, boasts solid undergraduate and graduate programs with a diverse group of active scholar-teachers, all of whom show evidence of very strong profiles in the academic community outside of FSU. In the particular, the linguistics section of the Spanish program is excellent, and with some strategic hiring, it is poised to emerge as the #1 program in the Southeast, eclipsing UF and U Georgia. While the linguistics faculty is strong in various areas, graduate student interest tends to focus on L2 [second language acquisition] research, both applied and theoretical. This is the norm nationally for similar institutions and should continue. With additional hires in
other programs in the department, the linguistics section could emerge as one of the top three or four national programs in linguistics with an emphasis on L2 research more generally (i.e., not just in Spanish)." (p. 3)

In particular, the reviewers suggested the following strategic hire:

- "Spanish sociolinguistics with a primary area in indigenous contact situations in Latin America and a secondary area in Spanish in the U.S." (p. 3)

In response to this recommendation, Dr. Antje Muntendam was hired into the Spanish program in 2014 as our specialist in Sociolinguistics (Quechua-Spanish contact).

Additionally, the reviewers recommended an additional hire in the East Asian Languages and Cultures (EALC) program:

- "A hire in Chinese linguistics with some kind of expertise in L2 studies [is] a priority." (p. 13)

In order to address this recommendation, Dr. Zhiying Qian (Psycholinguistics and Second Language Acquisition) was hired into the Chinese/East Asian Languages and Cultures program in 2018.

In French, reviewers noted the following and recommended a hire in French linguistics:

- "While the literature and cultural studies curriculum is appropriate, an area that should be expanded is that of linguistics, in particular second-language acquisition and sociolinguistics. For the extended Francophone world, these courses are very important, for they complement the offerings in literature and cultural studies, while also providing important points of contact with the Spanish section (and potentially the EALC component, assuming a hire in that area as well). Second language acquisition and sociolinguistics constitute significant areas of growth." (p. 22)

  "The tenure-track hire of a French linguist with a strong background in both theoretical and applied L2 research who will provide sound leadership in the language program and assist greatly with the recruitment of graduate teaching associates. Should this hire possess the ability to also teach historical linguistics or sociolinguistics some coverage would also be provided of an area now lacking in the French curriculum. This hire could also liaison with the growing linguistics faculty in the department to forge an interdisciplinary program that would attract many graduate students." (p. 19)

A hire in French linguistics is now part of the linguistics program faculty recruitment plan but other needs and priorities have taken precedence.

For the Italian program, reviewers noted:

- "L2 specialists in Italian are difficult to find, and indeed it would be difficult to find a replacement for Daryl Rodgers at this time. One possibility is to open the description of the recommended hire in French second language studies so that it includes Italian as a secondary language (i.e., create a position called Director of French and Italian Language). At the same time, a full-time renewable lecturer could be hired to work under the direction of the French/Italian hire to implement and oversee the changes and programmatic direction in Italian offered by the new Director of French/Italian Language." (p. 27)

To respond to this recommendation, Dr. Katy Prantil (historical linguistics, morphosyntax) was hired into the Italian program as Teaching Professor and Director of the Italian Basic Language Program.

Although not directly related to recommendations in the 2013 QER report, Dr. Tatjana Soldat-Jaffe (Associate Professor, sociolinguistics) joined the German program in 2016, and Dr. Zafer Lababidi (Teaching Faculty II, phonetics and phonology) joined the Arabic program that same year. In addition, a hire in computational linguistics, cognitive linguistics, cultural/linguistic
anthropology, or translation studies has been identified as a high priority in the Slavic (Russian) program faculty recruitment plan for hiring in the next 2-5 years.

In our most recent QER review in 2020, the reviewers noted:

- "The undergraduate and graduate programs in Spanish and Linguistics are state-of-the-art, competitive and comparable to programs in the Big Ten institutions which promote these values. The curricular offerings are intellectually current and appropriate for students of a research I university like Florida State, with a strong focus on the humanities." (p.2)

They also highlighted the current development of the B.A. degree, and the importance of this initiative:

- "The Linguistics faculty has been developing a BA in linguistics, which will start in fall 2021. With so much faculty expertise in linguistics across multiple language programs (Spanish, Chinese, Russian, German), this is a logical and important initiative that will bring unity to the department as it will attract undergraduate students from all the different language programs. Linguistics tends to attract high achieving liberal arts students and students from the sciences and engineering, many of whom are interested in research, allowing for undergraduate research assistants for both faculty and graduate students. Language-related jobs and professions are growing rapidly, especially in the technically oriented sector, and a structured linguistics major would help prepare for work and careers in these sectors. This initiative, along with the proposal of an introductory interdisciplinary course on World Languages, is very propitious and is likely to attract undergraduate students to the major programs of study offered." (p.2)

Following their meeting with undergraduate students, the reviewers pointed out that "many students were very excited about the future BA in linguistics." (p. 10)

As for the physical condition of our teaching and research space, it was noted that:

- "MLL (the Department of Modern Languages and Linguistics) would benefit from renewed facilities. The department’s main building and home, Diffenbaugh, looks drab, needs more technology-enhanced classrooms, and desperately needs more meeting spaces to enhance the students’ overall experience of the department and its mission. Lab areas in basement could be rearranged. There is a need for more quiet study space for the undergraduate students who come into the building for classes and meetings with faculty." (p. 12)

VII. Curriculum

A. Describe the specific expected student learning outcomes associated with the proposed program. If a bachelor’s degree program, include a web link to the Academic Learning Compact or include the document itself as an appendix.

The seven state-mandated academic learning compact (SMALC) statements associated with our proposed program are described below and included in table form in Appendix C.III at the end of this proposal.

Outcome name: SLO: Language description
Outcome: Upon completion of the course of instruction, the student will be able to demonstrate knowledge of the main components of language, including phonetics, phonology, syntax, semantics, and morphology.
Related outcome skills: Content/discipline knowledge and skills.
Assessment method(s): Instructor constructed cumulative final exam in LIN 3041 ‘Introduction to Linguistics’ graded using a rubric developed by the Instructor.

Outcome name: SLO: Language and cognition
Outcome: Upon completion of the course of instruction, the student will be able to demonstrate knowledge of language and cognition, including child and adult language acquisition, psycholinguistics, neurolinguistics, and computational linguistics.
Related outcome skills: Content/discipline knowledge and skills.
Assessment method(s): Instructor constructed cumulative final exam in LIN 3042 'Introduction to Linguistics II' graded using a rubric developed by the Instructor.

Outcome name: SLO: Acoustic analysis
Outcome: Upon completion of the course of instruction, the student will be able to analyze sounds from the world's languages from an acoustic point of view.
Related outcome skills: Content/discipline knowledge and skills.
Assessment method(s): Written report (Assignment in LIN 4201 'Sounds of the World's Languages') graded using a rubric developed by the Instructor.

Outcome name: SLO: Language variation
Outcome: Upon completion of the course of instruction, the student will be able to demonstrate knowledge of language variation and change, including explaining and exemplifying the effects of social factors on language, the effects of multilingualism and language contact, and the methods used to investigate them.
Related outcome skills: Content/discipline knowledge and skills.
Assessment method(s): Instructor constructed exam in LIN 4600 'Sociolinguistics' graded using a rubric developed by the Instructor.

Outcome name: SLO - Linguistic argumentation
Outcome: Upon completion of the course of instruction, the student will be able to apply argumentation skills to solve linguistic problems.
Related outcome skills: Critical thinking skills.
Assessment method(s): Instructor constructed exam in LIN 4512 'Introduction to Syntax' graded using a rubric developed by the Instructor.

Outcome name: SLO: Experimental design
Outcome: Upon completion of the course of instruction, the student will be able to discuss the current stage of knowledge of a phenomenon related to the psycholinguistics of bilingualism, formulate testable hypotheses, and design experiments to test these hypotheses.
Related outcome skills: Critical thinking skills.
Assessment method(s): Written report or essay (final paper in LIN 4623 'Psycholinguistics of Bilingualism') graded using a rubric developed by the Instructor.

Outcome name: SLO: Scientific writing
Outcome: Upon completion of the course of instruction, the student will be able to compose a research paper in standard scientific format.
Related outcome skills: Communication skills.
Assessment method(s): Written report or essay (final paper in LIN 4600 'Sociolinguistics') graded using a rubric developed by the Instructor.

B. Describe the admission standards and graduation requirements for the program.

Admissions standards:

According to FSU policy, students must have completed a minimum of 52 semesters hours of college credit and maintained a cumulative grade of C (2.0) or better for certification into upper-division. In addition, students must have completed the State Common prerequisites, as explained above (see section IV.B.) and completed Terms 1-4 Milestones with grade of "C-" or higher.

For all majors, students are strongly encouraged to select required lower division electives that will enhance their general education coursework and that will support their intended baccalaureate degree program. Students will also be encouraged to complete lower-level introductory courses in some of the related disciplines (modern Languages, psychology, anthropology, philosophy, English, education, communication science and disorders, or computer science) that could serve as background for the linguistics major.

Graduation requirements:

Specific program requirements that must be completed are described below. In addition to these, students must satisfy the following College and University requirements.
Language requirement
According to College of Arts and Sciences policy, all students must demonstrate proficiency equivalent to or beyond that attained upon completion of the intermediate level course (2000-level) in a language other than English.

Computer Skills Competency
All undergraduates at Florida State University must demonstrate basic computer skills competency prior to graduation. As necessary computer competency skills vary from discipline to discipline, each major determines the courses needed to satisfy this requirement. Undergraduate majors in modern languages and linguistics satisfy this requirement by earning a grade of "C-" or higher in HUM 2831, CGS 2060, CGS 2100, or another University-approved computer competency course.

C. Describe the curricular framework for the proposed program, including number of credit hours and composition of required core courses, restricted electives, unrestricted electives, thesis requirements, and dissertation requirements. Identify the total numbers of semester credit hours for the degree.

The proposed bachelor’s degree in linguistics will consist of 30 credit hours. Of these, 18 credit hours correspond to six required core courses from which the SLOs and State Mandated Academic Learning Compacts are developed, and 12 credit hours correspond to electives. There are two majors in the proposed program: (i) The General Linguistics major, where majors take four linguistic electives (at least one of them has to be at the 4000 level), and (ii) the Linguistics and Languages major, where majors take two linguistic electives and complete two semesters of a language course beyond or different from the language courses used to satisfy the Arts and Sciences language requirement. Students select one or the other major based on their choice of electives. Although the default degree will be the B.A., students in the General Linguistics major or the Linguistics and Languages major have the option of earning a B.S. degree, depending on the specific electives chosen. Students who would like a B.S. in linguistics must take at least two electives (6 hours) from the following list (marked with @ below): LIN 4xxx Research Methods, LIN 4716 Child Language Acquisition, LIN 4xxx Second Language Acquisition, LIN 4xxx Introduction to Computational Linguistics, LIN 4xxx Topics in Computational Linguistics, COP 3035 Introduction to Programming using Python, MAC 2311 Calculus with Analytic Geometry I, MAD 2104 Discrete Mathematics, or STA 2122 Introduction to Applied Statistics (or equivalent, as established by the program’s coordinator). Students who would like a B.A. in linguistics are recommended to take at least two electives from those marked with % below. Students have until Term 7 to decide whether they would like a B.A. or B.S. By structuring the program in this way, students will have developed some background in linguistics, which will help them decide how their future career options would be better served with the B.A. vs the B.S degree. Moreover, this structure does not disadvantage transfer students in any way; they will be afforded the same opportunity to pursue the B.A. or B.S. as native, FTIC students.

A proposed year-to-year schedule of courses is indicated below; a list of electives follows.

<table>
<thead>
<tr>
<th>Year 3</th>
<th>Take the following two core courses:</th>
<th>(3 credit hours each)</th>
</tr>
</thead>
<tbody>
<tr>
<td>LIN 3041</td>
<td>Introduction to Linguistics I&lt;sup&gt;15&lt;/sup&gt; or equivalent*</td>
<td>Taught every semester</td>
</tr>
<tr>
<td>LIN 3042&lt;sup&gt;#&lt;/sup&gt;</td>
<td>Introduction to Linguistics II or equivalent*</td>
<td>Taught every semester</td>
</tr>
</tbody>
</table>

Take two of the following four core courses: (3 credit hours each)

| LIN 4201 | Sounds of the World’s Languages or equivalent* | Taught yearly |
| LIN 4512 | Introduction to Syntax<sup>16</sup> or equivalent* | Taught yearly |
| LIN 4600<sup>#</sup> | Sociolinguistics or equivalent* | Taught yearly |

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<sup>15</sup> The current title of LIN 3041 is Linguistics for Foreign Language Majors, but we are requesting a change in title.
<sup>16</sup> The current title of LIN 4512 is Introduction to Transformational Grammar, but we are requesting a change in title.
LIN 4623^  Psycholinguistics of Bilingualism  or equivalent*  Taught yearly

**Take two electives**  
(3 credit hours each)

*General Linguistics major:* Complete two of the electives below; at least one of the electives in year 3 and 4 has to be at the 4000 Level.

*Linguistics and Languages major:* Complete one course from the list below AND complete one semester of a language course beyond or different from the language courses used to satisfy the Arts and Sciences language requirement.

*B.S. degree:* At least two of the electives in year 3 and 4 have to be from the following list: LIN 4xxx Research Methods, LIN 4716 Child Language Acquisition, LIN 4xxx Second Language Acquisition, LIN 4xxx Introduction to Computational Linguistics, LIN 4xxx Topics in Computational Linguistics, COP 3035 Introduction to Programming using Python, MAC 2311 Calculus with Analytic Geometry I, MAD 2104 Discrete Mathematics, or STA 2122 Introduction to Applied Statistics (or equivalent, as established by the program's coordinator). These courses are marked with @ in the list below.

*B.A. degree:* Students are recommended to take at least two electives from the list below marked with %

* Equivalency is established by program coordinator's approval.

<table>
<thead>
<tr>
<th>Year 4</th>
<th>Take two of the following four core courses:</th>
<th>(3 credit hours each)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>LIN 4201 Sounds of the World's Languages  or equivalent* Taught yearly</td>
<td></td>
</tr>
<tr>
<td></td>
<td>LIN 4512 Introduction to Syntax  or equivalent* Taught yearly</td>
<td></td>
</tr>
<tr>
<td></td>
<td>LIN 4600# Sociolinguistics  or equivalent* Taught yearly</td>
<td></td>
</tr>
<tr>
<td></td>
<td>LIN 4623^ Psycholinguistics of Bilingualism  or equivalent* Taught yearly</td>
<td></td>
</tr>
</tbody>
</table>

* Equivalency is established by program coordinator's approval.

**Take two electives**  
(3 credit hours each)

*General Linguistics major:* Complete two of the following courses; at least one of the electives in year 3 and 4 has to be at the 4000 Level.

*Linguistics and Languages major:* Complete one course from the list below AND complete one semester of a language course beyond or different from the language courses used to satisfy the Arts and Sciences language requirement.

*B.S. degree:* At least two of the electives in year 3 and 4 have to be from the following list: LIN 4xxx Research Methods, LIN 4716 Child Language Acquisition, LIN 4xxx Second Language Acquisition, LIN 4xxx Introduction to Computational Linguistics, and LIN 4xxx Topics in Computational Linguistics, COP 3035 Introduction to Programming using Python, MAC 2311 Calculus with Analytic Geometry I, MAD 2104 Discrete Mathematics, or STA 2122 Introduction to Applied Statistics (or equivalent, as established by the program's coordinator). These courses are marked with @ in the list below.

*B.A. degree:* Students are recommended to take at least two electives from the list below marked with %

ARA 4XXX# %  Introduction to Arabic Linguistics
COP 3035®
EXP 4640®
LIN 3108®
LIN 4030®
LIN 4040®
LIN 4718® @
LIN 4XXX® @
LIN 4XXX® @
LIN 4XXX®@
LIN 4XXX® @
LIN 4XXX®
LIN 4XXX®
LIN 4XXX®
LIN 4930r®
LIN 4905®
MAC 2311®
MAD 2104®
PHI 3220®
RUS 4840®
SPN 4700®
SPN 4701®
SPN 4810®
SPN 4840®
SPN 4930r®
STA 2122®

Notes:

^ This course has already been offered as Special Topics. Application for a formal course number has been initiated or finalized for many of these courses.

# This course has not been offered previously but will be developed as part of the proposed B.A. and B.S.

@ This course is one of the electives leading to the B.S. option.

% This course is one of the electives recommended for the B.A.

As shown, the curriculum consists of 28 courses, in which six are required and the others are restricted elective courses. Courses without official course numbers, e.g., LIN 4XXX, are currently under development. In most cases, these courses have been offered at least once as a Special Topics course, while a few are completely new courses, corresponding to 25% new content.

Minors

It is College policy that all majors must also complete a qualified minor consisting of twelve to fifteen semester hours in an approved field. If a second foreign language is selected as the minor, the twelve to fifteen semester hours must be earned in language courses numbered above 1999. All courses must be taken for a letter grade, and a minimum grade of "C−" must be earned for all courses applied to the minor. Courses cannot count towards both a major and a minor.

For a list of FSU minors and certificates, see https://www.academic-guide.fsu.edu/minors.

Co-majors in MLL

Linguistics students will have the option of co-majoring in linguistics and another program in the Department of Modern Languages and Linguistics. Co-majors will complete 21 hours in linguistics, consisting of all core courses plus one linguistic elective. Students who would like a
B.S. in linguistics will complete 24 hours in linguistics, consisting of all core courses plus two electives that are required for the B.S. In addition, students will complete 21 hours in courses above 1999 in another language from this list: French, German, Italian, Russian and Spanish. Students declaring a French co-major may take one single French course taught in English with written work done in English to satisfy the requirements of the major. For students declaring a Spanish co-major, linguistics (LIN) courses may not count for major credit. Courses cannot count towards both of the co-majors. According to College policy, co-majors are not required to complete a minor.

D. Provide a sequenced course of study for all majors, concentrations, or areas of emphasis within the proposed program.

Year 1/2
- Beginocomplete Arts & Sciences Language requirement.
- Complete other university-wide general education requirements.
  - Suggested course: IDS 2930 "Language Birth, Language Death" [meets FSU’s Liberal Studies Humanities and Cultural Practice requirements, E-Series requirements, the "W" (State-Mandated Writing) requirement, and the Scholarship in Practice requirement.]. PSY2012 is preferred to fulfill the Social Science requirement, PHI2010 is preferred to fulfill the Ethics requirement, and SPA2001 is preferred to fulfill the Natural Science requirement.¹⁷

Year 3
- Take core courses at the 3000 level
- Take two core courses at the 4000 level.
- Take two linguistic electives OR language courses beyond or different from the language courses used to satisfy the Arts & Sciences language requirement.
- Begin minor coursework.

Year 4
- Take two core courses at the 4000 level
- Take two linguistic electives OR language courses beyond or different from the language courses used to satisfy the Arts & Sciences language requirement.
- Finish minor coursework.

Total: 30 credit hours

Sample schedule with term milestones for FSU FTIC and transfer students:

<table>
<thead>
<tr>
<th>Term 1</th>
<th>16 hrs</th>
<th>Milestones 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 1101 Freshman Composition</td>
<td>3</td>
<td>Complete ENC 1101 (≥ C-)</td>
</tr>
<tr>
<td>1st GE Core Mathematics</td>
<td>3</td>
<td>Begin Language requirement (if not at intermediate level of proficiency)</td>
</tr>
<tr>
<td>GE Core Social Science</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>GE Core Humanities/Cultural Practice</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Language (Level I)</td>
<td>4</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Term 2</th>
<th>16 hrs</th>
<th>Milestones 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 2135 Research, Genre and Context</td>
<td>3</td>
<td>Complete ENC 2135 (≥ C-)</td>
</tr>
<tr>
<td>2nd GE Mathematics or Statistics</td>
<td>3</td>
<td>Complete 1st GE Mathematics course (≥ C-)</td>
</tr>
<tr>
<td>GE Natural Science</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>GE History/Civic Literacy</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Language (Level II)</td>
<td>4</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Term 3</th>
<th>14 hrs</th>
<th>Milestones 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>GE Core Ethics</td>
<td>3</td>
<td>Complete 2nd GE Mathematics or Statistics (≥ C-)</td>
</tr>
</tbody>
</table>

¹⁷ We are developing other options in the major to satisfy the university-wide and Gen Ed requirements.
<table>
<thead>
<tr>
<th>Term</th>
<th>Courses</th>
<th>Credits</th>
<th>Milestones</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>GE Natural Science w/Lab</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Oral Communication Competency</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Language (Intermediate level)</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Term 4</strong></td>
<td><strong>14-15 hrs</strong></td>
<td><strong>Milestones 4</strong></td>
</tr>
<tr>
<td></td>
<td>GE Elective</td>
<td>3</td>
<td>Civic Literacy requirement</td>
</tr>
<tr>
<td></td>
<td>GE Elective</td>
<td>3</td>
<td>Complete Foreign Language proficiency requirement through intermediate level.</td>
</tr>
<tr>
<td></td>
<td>Computer Competency</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Scholarship in Practice</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Elective</td>
<td>2-3</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>LIN 3041: Introduction to Linguistics I</td>
<td>3</td>
<td>Complete LIN 3041</td>
</tr>
<tr>
<td></td>
<td>LIN 4623: Psycholinguistics of Bilingualism</td>
<td>3</td>
<td>Complete additional core course, or Linguistic/Language elective</td>
</tr>
<tr>
<td></td>
<td>Linguistic/Language elective (1 of 4)</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Minor</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Term 6</strong></td>
<td><strong>15 hrs</strong></td>
<td><strong>Milestones 5</strong></td>
</tr>
<tr>
<td></td>
<td>LIN 3042: Introduction to Linguistics II</td>
<td>3</td>
<td>Complete LIN 3042</td>
</tr>
<tr>
<td></td>
<td>LIN 4600: Sociolinguistics</td>
<td>3</td>
<td>Complete two additional core courses, or Linguistic/Language electives</td>
</tr>
<tr>
<td></td>
<td>Linguistic/Language elective (2 of 4)</td>
<td>3</td>
<td>Request academic progress check</td>
</tr>
<tr>
<td></td>
<td>Minor</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>LIN 4201: Sounds of the World's Languages</td>
<td>3</td>
<td>Complete five core courses</td>
</tr>
<tr>
<td></td>
<td>Linguistic/Language elective (3 of 4)</td>
<td>3</td>
<td>Complete three Linguistic/Language electives</td>
</tr>
<tr>
<td></td>
<td>Minor</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Upper Division Writing</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>LIN 4512: Introduction to Syntax</td>
<td>3</td>
<td>Complete six core courses</td>
</tr>
<tr>
<td></td>
<td>Linguistic/Language elective (4 of 4)</td>
<td>3</td>
<td>Complete four Linguistic/Language electives</td>
</tr>
<tr>
<td></td>
<td>Minor</td>
<td>3</td>
<td>Apply for graduation in 1st two weeks</td>
</tr>
<tr>
<td></td>
<td>Elective</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Elective</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

E. Provide a one- or two-sentence description of each required or elective course. For degree programs in medicine, nursing, and/or allied health, please identify the courses that meet the requirements in Section 1004.08, Florida Statutes for required patient safety instruction.

**Required core courses**

LIN 3041. Introduction to Linguistics I. This course examines what is language and introduces phonetics, phonology, morphology, syntax, semantics, pragmatics, and sociolinguistics.

LIN 3042. Introduction to Linguistics II. This course continues the examination of language, focusing on the differences between human language and animal communication, first and second language acquisition, psycholinguistics, neurolinguistics, and computational linguistics.

LIN 4201. Sounds of the World’s Languages. This course covers sounds and sound patterns in the world’s languages, focusing on sounds occurring both in majority and minority languages,
with a special attention to those attested only in certain language families or used for special purposes.

LIN 4512. Introduction to Syntax. This course is an introduction to syntax, that is, the study of the structure of sentences. This course approaches syntax from the perspective of generative grammar and focuses on central topics in syntactic theory (Phrase Structure, X-schema, θ-Theory, Case, Movement and Binding Theory).

LIN 4600. Sociolinguistics. This course explores language in its social context. It focuses on the study of language as a means of communication and expression of identity, as the identity of the speaker and of the speech community define the choice of the language.

LIN 4623. Psycholinguistics of Bilingualism. This course explores the relationship between language and cognition in individuals who speak and understand more than one language. It examines issues such as spoken language processing, written language processing, language acquisition and the bilingual brain.

**Elective courses**

ARA 4XXX%. Introduction to Arabic Linguistics. This course focuses on the study of Arabic as a language system, providing a concise overview of its sound system (phonology), word structure (morphology, roots and patterns in particular), and phrases and sentence structures (syntax). This course also discusses the history of Arabic and the frequently debated issue of diglossia in Arabic-speaking countries, as well as the main linguistic features of Fusi-la (Standard Arabic) and Ammiya (today's modern dialects of Arabic).

COP 3035%. Introduction to Programming Using Python. This course includes Python basics, use of Python control and data structures, use of Python functions, Python I/O, and implementation of basic Python programming tasks.

EXP 4640%. Psychology of Language. This course focuses on the mental processes involved in language use (e.g., speech, comprehension, conversation, and writing).

LIN 3108%. Introduction to East Asian Linguistics. This course introduces linguistic features of the Chinese and Japanese languages and cognitive aspects of sentence processing of these two languages.

LIN 4030%. Introduction to Historical Linguistics. This course introduces students to linguistic families, the comparative method, internal reconstruction, and the reconstruction of Proto-Indo-European. Several theories of sound change are also discussed.

LIN 4040%. Introduction to Descriptive Linguistics. This course provides an understanding of the organization of language, provides tools and techniques for describing language data, and examines various models of linguistic description.

LIN 4716®. Child Language Acquisition. This course offers an introduction to the study of child language acquisition and development in both the monolingual and bilingual setting. The goal of the course is to better understand the linguistic, psycholinguistic, sociolinguistic, and neurolinguistic dimensions of language acquisition.

LIN 4XXX®. Second Language Acquisition. In this course, students will be introduced to a wide range of theories and key constructs within the field of second language acquisition (SLA). Students will also become familiarized with SLA research methods and data analysis procedures. New course number application has been initiated and is under review.

LIN 4XXX®. Research Methods. This course introduces students to specific research methodologies and statistical procedures used in quantitative experimental research on language. It will provide students with the means to critically evaluate quantitative research in any area of language studies and the basic tools to design and carry out a data-based research project.
LIN 4XXX®. Introduction to Computational Linguistics. This course introduces computational methods in linguistic analysis and natural language processing. Topics include the use of text corpora; morphological analysis, parsing and language modeling, and applications in areas such as information retrieval and machine translation.

LIN 4XXX®. Topics in Computational Linguistics. This course addresses more advanced topics in computational linguistics.

LIN 4XXX®. Discourse and Pragmatics. This course investigates how critical discourse techniques are derived from various disciplinary fields and explores the analytical tools that address issues about relations of class, gender and culture in everyday conversation, including conversation markers, coherence, transcription theory and practice, turn-taking, adjacency pairs, repair, identity construction, politeness theory, and conversational style.

LIN 4XXX®. The Semiotics of Emoji. This course examines emojis as a social practice and explores the different functions of language in social media that facilitate intercultural interactions. It studies theories of visual rhetoric and semiotics to understand how emojis have become a communication revolution. New course number application has been initiated and is under review.

LIN 4XXX®. Historical Romance Linguistics. This course focuses on the interconnectedness of the Romance languages through detailed linguistic analysis of phonological, morphological and syntactic changes in the development from Latin into various Romance varieties. This course has been taught as ITA 4930.

LIN 4930r®. Topics in Linguistics. Special topics in linguistics, including language and culture, language policy, the globalization of language, and history of East Asian Languages.

LIN 4905r®. Directed Individual Study. In this course, students arrange with individual faculty members to undertake specialized study in areas outside of or in addition to the regular curriculum. May be repeated to a maximum of six semester hours.

MAC 2311®. Calculus with Analytic Geometry I. This course covers polynomial, trigonometric, exponential, and logarithmic functions; first and second derivatives and their interpretations; definition and interpretation of the integral; differentiation rules; implicit differentiation; applications of the derivative; anti-derivatives; fundamental theorem of calculus.

MAD 2104®. Discrete Mathematics I. This course covers techniques of definition and logical argument, sets and functions, propositional logic, introduction to graphs and relations, and applications.

PHI 3220®. Introduction to Philosophy of Language. This course explores major philosophical contributions to the understanding of language and its functions in communication. Discussion of the concepts of meaning, truth, reference, understanding, and interpretation. Readings include classics of 20th century philosophy.

RUS 4840®. History of the Russian Literary Language. This course studies the development of the phonological and grammatical systems from the earliest records to the present.

SPN 4700®. Introduction to Hispanic Linguistics. This course examines the origin, development and present-day variation of the Spanish language and provides an introduction to Spanish linguistics from a theoretical and empirical point of view.

SPN 4701®. Spanish Second Language Acquisition. This course explores the cognitive processes involved in the acquisition of a second language in adult learners, and provides a detailed understanding of acquisition theories and the various pedagogical interventions available to teach a second language.

SPN 4810®. Bilingualism in the Spanish-speaking World. This course explores bilingualism with an emphasis on bilingual communities in Spain, Spanish America, and the United States.
SPN 4840\textsuperscript{th}. History of the Spanish Language. This course examines the origin and development of Spanish in the context of Indo-European and Romance languages, explores the linguistic changes that took place from Latin to Spanish, and compares them to those undergone by related (co)dialects and languages.

SPN 4930\textsuperscript{th}. Studies in Hispanic Language. Special topics in Hispanic language and linguistics, including: Spanish in the US and Spanish sociolinguistics.

STA 2122\textsuperscript{th}. Introduction to Applied Statistics. This course covers normal distributions, sampling variation, confidence intervals, hypothesis testing, one-way and two-way analysis of variance, correlation, simple and multiple regression, contingency tables and chi-square tests, and non-parametric statistics.

F. For degree programs in the science and technology disciplines, discuss how industry-driven competencies were identified and incorporated into the curriculum and indicate whether any industry advisory council exists to provide input for curriculum development and student assessment.

Not applicable.

G. For all programs, list the specialized accreditation agencies and learned societies that would be concerned with the proposed program. Will the university seek accreditation for the program if it is available? If not, why? Provide a brief timeline for seeking accreditation, if appropriate.

The Linguistic Society of America (LSA) and the Modern Language Association (MLA) are the two professional learned societies of greatest relevance to the proposed degree program. However, there are not specialized accreditation agencies for linguistics (see for example https://www2.ed.gov/admins/finaid/accred/accreditation_pg7.html#National_Institutional). If such linguistic accreditation becomes available in the future, we would evaluate the requirements and how and whether to implement them in our program.

H. For doctoral programs, list the accreditation agencies and learned societies that would be concerned with corresponding bachelor’s or master’s programs associated with the proposed program. Are the programs accredited? If not, why?

This is a bachelor's degree program. This section is not applicable.

I. Briefly describe the anticipated delivery system for the proposed program (e.g., traditional delivery on main campus; traditional delivery at branch campuses or centers; or nontraditional delivery such as distance or distributed learning, self-paced instruction, or external degree programs). If the proposed delivery system will require specialized services or greater than normal financial support, include projected costs in Table 3 in Appendix A. Provide a narrative describing the feasibility of delivering the proposed program through collaboration with other universities, both public and private. Cite specific queries made of other institutions with respect to shared courses, distance/distributed learning technologies, and joint-use facilities for research or internships.

The linguistics program will be delivered in a traditional face-to-face manner on the FSU main campus. It is not expected that this delivery system will require specialized services or greater than normal financial support. It is not feasible to deliver this program through collaboration with other universities; the only university in Florida which currently offers a linguistics BA is the University in Florida, in Gainesville, which offers their linguistics BA program face-to-face.

VIII. Faculty Participation

A. Use Table 2 in Appendix A to identify existing and anticipated full-time (not visiting or adjunct) faculty who will participate in the proposed program through Year 5. Include
(a) faculty code associated with the source of funding for the position; (b) name; (c) highest degree held; (d) academic discipline or specialization; (e) contract status (tenure, tenure-earning, or multi-year annual [MYA]); (f) contract length in months; and (g) percent of annual effort that will be directed toward the proposed program (instruction, advising, supervising internships and practica, and supervising thesis or dissertation hours).

There are currently 8 tenured or tenure-earning faculty with primary expertise in linguistics in the Department of Modern Languages and Linguistics: Dr. Carolina González (Spanish), Dr. Michael Leeser (Spanish), Dr. Antje Muntendam (Spanish), Dr. Zhiying Qian (Chinese/East Asian Languages and Cultures), Dr. Lara Reglero (Spanish), Dr. Robert Romanchuk (Slavic), Dr. Tatjana Soldat-Jaffe (German), and Dr. Gretchen Sunderman (Spanish). Additionally, there are 3 Teaching Faculty who will also teach for the program: Dr. Anel Brandl (Spanish), Dr. Lababidi (Arabic), and Dr. Katy Prantil (Italian). As part of our 2-year faculty recruitment plan, we have identified a tenure-track faculty member in computational linguistics as a very high priority. A longer-term goal (and therefore not included in Table 2, Appendix A) is a tenure-track faculty hire in child language acquisition. All future hiring will depend on available funding and approval from the College of Arts and Sciences.

The percentages of annual effort are included in Table 2. Some percentages are higher in year 1 than in year 5 due to new course development in year 1. For the faculty not teaching in year 1, new course development is included in the effort for year 5. For Dr. Surderman, the annual effort is 32.8% in year 1 (including new course development) and 34.4% in year 5. Dr. Muntendam will also be the coordinator of the linguistics Program (25.7% total annual effort (including new course development) in year 1 and 29.9% in year 5) and Dr. Reglero will be the advisor (24.2% total annual effort in year 1 and 29.9% in year 5). For Dr. Soldat-Jaffe, the total annual effort is 15.5% in year 1 (including new course development), and 18.8% in year 5, and for Dr. González, it is 12.5% in year 1 and 18.3% in year 5. Dr. Qian teaches one course per year, for a total annual effort of 6.3% in year 1 and 9.1% in year 5. Our anticipated new hire in computational linguistics will start in year 2 and will have a total annual effort of 23.8% (including new course development) in year 5. Four faculty members will teach courses for the program every other year (Dr. Leeser, Dr. Brandl, Dr. Lababidi and Dr. Prantil). Dr. Leeser and Dr. Lababidi will develop new courses in year 1 and year 5, respectively. In Table 2, Dr. Leeser, Dr. Brandl and Dr. Lababidi appear as teaching in year 1 and/or year 5 (but they will not teach in Years 2 and 4). For Dr. Leeser, the total annual effort is 8.8% (including new course development) in year 1 and 9.4% in year 5; for Dr. Brandl, it is 6.3% in year 1 and in year 5, and for Dr. Lababidi it is 8.8% (including new course development) in year 5. Dr. Prantil will teach in years 2 and 4 and therefore does not appear in the table. Finally, Dr. Romanchuk will teach between 1 course a year and one course every other year. His total annual effort is 6.3% for year 1, and 9.1% for year 5.

B. Use Table 3 in Appendix A to display the costs and associated funding resources for existing and anticipated full-time faculty (as identified in Table 2 in Appendix A). Costs for visiting and adjunct faculty should be included in the category of Other Personnel Services (OPS). Provide a narrative summarizing projected costs and funding sources.

As presented in Table 3 of Appendix A, in year 1 the program's projected cost is $154,125, of which $122,641 is to support instruction, instructional development, and program administration by departmental faculty and staff, and $31,484 is for additional equipment required for instruction (teaching laboratories). All costs will be paid from reallocation of E&G base funding, amounting to 9.7% of the current departmental E&G budget. We anticipate a total of four student FTE in the first year, which corresponds to $15,412 per FTE projected for Year 1.

As discussed in Section A, above, faculty costs are modest because most of the curriculum is built upon courses that are already taught, and because the courses taught to the 10 new linguistics students will also be open to enrollment by non-linguistics students. OPS funds will be used to provide support for the laboratory courses in the curriculum, rather than direct instruction. The program will require $31,484 to purchase new equipment needed in several laboratory courses that will be required for the new program. Some equipment is currently on-hand, but with the expanded use in the curriculum and with the increased numbers of students needed access to these equipment, we will need to purchase additional equipment. See Section
IX.F. and G. for additional detail on the equipment available and the new equipment being requested.

The projected cost for this program in Year 5 is $196,506, consisting entirely of faculty and staff support for the program. This increase indicates the additional cost of instruction by faculty because the full curriculum will be taught in Year 5 and because the number of students in the linguistics courses is expected to increase. Although the cost associated with the program increases in Year 5, the cost per FTE drops significantly to $5,428. See Table 3 in Appendix A for additional details.

C. Provide in the appendices the abbreviated curriculum vitae (CV) for each existing faculty member (do not include information for visiting or adjunct faculty).

Please, see enclosed attachments.

D. Provide evidence that the academic unit(s) associated with this new degree have been productive in teaching, research, and service. Such evidence may include trends over time for average course load, FTE productivity, student HC in major or service courses, degrees granted, external funding attracted, as well as qualitative indicators of excellence.

Our faculty’s main research areas span the breadth of the field of linguistics: phonetics and phonology (Dr. González, Dr. Lababidi, Dr. Muntendam), psycholinguistics (Dr. Muntendam, Dr. Sunderman, Dr. Qian), second language acquisition and language instruction (Dr. Leeser, Dr. Brandl), sociolinguistics (Dr. Muntendam, Dr. Soldat-Jaffe), syntax (Dr. Reglero), and historical linguistics (Dr. Romanchuk, Dr. Prantil).

In terms of research, our faculty productivity is very strong. Several of our linguistics faculty have obtained external grants from agencies such as The U.S. Department of Education, the Royal Netherlands Academy of Arts and Sciences, the Dutch Science Foundation, and the Lorentz Center for Scientific Workshops. Our faculty have also served as CoPIs on numerous doctoral dissertation grants for our Ph.D. students from the journal Language Learning. In addition, our faculty have received various fellowships and awards (i.e. Mellon Fellowship, Research Fellowship at the Harvard Ukrainian Research Institute, Jiede Empirical Research Award) to support their research. Our tenure-track and tenured faculty average about 2 peer-reviewed articles, book chapters or refereed proceedings per year, which is the standard expectation for ranked faculty in this area. Our faculty publish in highly-ranked journals such as Language, Cognition and Neuroscience, Bilingualism: Language and Cognition, Languages, The Linguistics Review, Language Awareness, Hispania, Journal of Phonetics, International Journal of Bilingualism, Probus, Journal of Multilingual and Multicultural Matters, Language Learning, and Studies in Second Language Acquisition, among others. In addition, several of our colleagues have published books, book chapters, or secured book contracts with presses such as Cambridge University Press, John Benjamins, Sussex University Press and Oxford University Press. Finally, our linguistics faculty are highly visible in national and international conferences, both in the US and other countries, and have delivered keynote presentations in national and international venues. In fact, a few years ago, our linguistics faculty hosted the international conference Bilingualism in the Hispanic and Lusophone World which is co-founded by FSU and held in a rotating manner in Europe, the US, and Latin America (and always co-organized by FSU). Given this high professional profile, our focus on the linguistics of Spanish is expected to gather significant attention in our community.

In terms of teaching, our linguistics faculty are active and successful. In 2019-2020, Modern Languages and Linguistics had 29,515 student credit hours (SCH) at the lower level and 8,834 at the upper level. MLL had 1014 SCH at Graduate level I and 1088 at Graduate level II. In terms of FTE (Faculty Teaching Effort), MLL had 936.8 hours at the lower level and 294.5 hours at the upper level. The FTE at Graduate level I was 42.3 hours and 45.3 at Graduate level II for the same time period. The average teaching load for the tenured and tenure-track faculty is two courses per semester whereas specialized faculty on average teach 3-4 courses per semester. A one (or two) course release is granted to a subset of our faculty with heavy administrative demands (described below). In addition to traditional classroom teaching, most of the linguistics faculty are involved in directing Honors Theses and working with Undergraduate Research
Opportunity Programs (UROP) students. Many of our linguistics faculty also direct a large number of MA and PhD theses. Our linguistics faculty have been awarded an impressive number of university awards recognizing excellence in teaching and mentoring (Graduate Mentoring, Undergraduate Teaching, Graduate Teaching, Transformation through Teaching, and Inclusive Teaching and Mentoring).

We emphasize that our research and teaching productivity is very high in spite of most of our colleagues being involved in demanding administrative positions (Basic Language Program Coordinators, Associate Chairs, Program Coordinators, and Advisors) at the Departmental level. These positions come with a service component ranging between 15-25% of effort in the annual Assignment of Responsibility (AoR) forms. Regarding the basic language program for Spanish, in the years 2015-2018 the Spanish Basic Language program has routinely served ~1,700 undergraduates each semester; in the Fall 2019 semester, the number of students in 1000 and 2000-level Spanish courses (SPN 1120, 1121, 2220/2160, 2240/2340) stood at 1,670, which is 28% more than the enrollment in the same courses for all other languages combined. Within our department, and because of the administrative positions, our linguistics faculty also serve on various departmental committees, including the executive committee, various hiring committees, and the curriculum committees. In addition, linguistics faculty serve on the University's liberal studies committee and the faculty senate. Beyond the university, two of the faculty serve as the Discipline Coordinators for Linguistics and Foreign Languages for the Department of Education State Common Numbering System. In other words, two FSU linguistic faculty are responsible for assigning all course numbers to any linguistic and language course in the state of Florida. Finally, in addition to these administrative positions, our faculty are deeply involved in service to the profession, reviewing article and book manuscript submissions, and grant proposals from agencies such as the National Science Foundation, serving as external reviewers of tenure and promotion cases, organizing international conferences, and even serving as judges for local language and scholarship competitions and international linguistics book prize competitions. As a group, our linguistics faculty excel in research, teaching and service.

IX. Non-Faculty Resources

A. Describe library resources currently available to implement and/or sustain the proposed program through Year 5. Provide the total number of volumes and serials available in this discipline and related fields. List major journals that are available to the university's students. Include a signed statement from the Library Director that this subsection and subsection B have been reviewed and approved.

Currently the following library resources are available:

Psycholinguistics (BF455 – 464): 546 titles
Neurolinguistics (QP399): 16 titles
Philology (P): 12,933 titles including:
  • Psycholinguistics (P33 – 38): 365 titles
  • Language and logic (P39): 33 titles
  • Sociolinguistics (P40 – 46): 479 titles
  • Philosophy. Origin of language (P101-114): 769 titles
  • Bilingualism (P115): 202 titles
  • Origins of language (P116): 48 titles
  • Language acquisition (P118): 560 titles
  • Science of language (P121 – 149): 950 titles
  • Comparative grammar (P201 - 299): 1252 titles
  • Translation (P306 – 320): 286 titles
  • Indo-European philology (P501 – 900): 183 titles
Romance languages (PC): 7470 titles including:
  • Italian (PC1001 – 1977): 480 titles
  • French (PC2001 – 3761): 1925 titles
  • Spanish (PC4001 – 4977): 2499 titles
  • Portuguese (PC5001 – 5498): 485 titles
English language (PE): 6949 titles
West Germanic languages (PF): 1127 titles
Russian language (PG2001 - 2826): 1052 titles
Hebrew language (PJ4501 – 4996): 300 titles
Arabic language (PJ6073 – 7144): 307 titles
Japanese language (PL501 – 699): 266 titles
Chinese language (PL1001 – 1960): 739 titles
North American languages (PM101 – 2711): 304 titles
Languages of Mexico and Central America (PM3001 – 4566): 199 titles
Languages of South America and the West Indies (PM5001 – 7356): 148 titles
Artificial and secret languages (PM8001 - 9021): 39 titles

The way the Library of Congress classification system is organized results in the materials on the formal areas of linguistics being scattered across the collection. For example, a book on general syntax will likely be assigned a call number in the Ps while a book focusing specifically on the syntax of the Spanish language will be assigned a call number in the PCs.

1078 serial titles including:
- Annual Review of Applied Linguistics
- Applied Linguistics
- Modern Language Journal
- Cognition
- Journal of Second Language Writing
- Bilingualism: Language and Cognition
- International Journal of Bilingual Education and Bilingualism
- Studies in Second Language Acquisition
- Language, Cognition and Neuroscience
- Applied Psycholinguistics

B. Describe additional library resources that are needed to implement and/or sustain the program through Year 5. Include projected costs of additional library resources in Table 3 in Appendix A. Please include the signature of the Library Director in Appendix B.

Focused and continued growth broadly in linguistics collections.

C. Describe classroom, teaching laboratory, research laboratory, office, and other types of space that are necessary and currently available to implement the proposed program through Year 5.

We currently have four teaching/research laboratories in the Diffenbaugh Building, which is "home" to the Department of Modern Languages and Linguistics - the Language Acquisition laboratory (Dr. Leeser), the Language Processing and Eye-tracking laboratory (Dr. Muntendam & Dr. Qian), the Psycholinguistics laboratory (Dr. Sunderman), and the Phonetics laboratory (Dr. González). These four labs are dispersed throughout Diffenbaugh. Specifically, the Language Acquisition laboratory and the Language Processing and Eye-tracking laboratory are located on the first floor and in the basement, respectively, next to classrooms, the Psycholinguistics laboratory is located in the mezzanine between the first and second floors of the building on the other side of Diffenbaugh, and the Phonetics laboratory is on the third floor, where the faculty offices are. The laboratories have desktop computers, audio recorders, headphones, and two eye-trackers with two desktop computers (see discussion under IX. F., below, for additional details). The Language Processing and Eye-tracking laboratory and the Psycholinguistics laboratory have some sound proofing that is very old. The other labs do not. The Language Acquisition laboratory has 20 computers and is currently also used for classes (for instance for SPN 4700 Introduction to Hispanic Linguistics). The other labs are smaller and have between one and four computers. These are generally used by one student at a time. The faculty involved in the linguistics B.A./B.S. all have offices in Diffenbaugh.

D. Describe additional classroom, teaching laboratory, research laboratory, office, and other space needed to implement and/or maintain the proposed program through Year 5. Include any projected Instruction and Research (I&R) costs of additional space in Table 3 in Appendix A. Do not include costs for new construction because that information should be provided in response to X (E) below.
While the space described above is generally adequate and sufficient for delivering our current curriculum with our current student headcount, it is worth pointing out that the external reviewers in our most recent QER decried the physical condition of this space and suggested that the space be improved to enhance student experience and research. Specifically, many of the laboratory rooms are located in areas with a heavy student traffic and, in some cases, have mold growth.

This new program will increase the number of students needing access to high quality laboratory space and increase the number of courses that will rely on this space to provide hands-on training to our students. Linguistics students will need this laboratory space in the same way that specialized laboratory space is required for the curriculum of biology, physics, or even psychology students, and the current configuration, quality, and amount of space available for these courses is not sufficient for the expected size of our program. The labs are critical for the curriculum as they will be used for assignments both in our core courses (Introduction to Linguistics, Sounds of the World’s languages, Psycholinguistics of Bilingualism, and Sociolinguistics) and in our elective courses (Child Language Acquisition, Introduction to Hispanic Linguistics, Second Language Acquisition, Research Methods, Computational Linguistics) and Special Topic courses (e.g., Spanish in the U.S, Spanish Sociolinguistics). As part of these courses, students will be required to record and analyze speech, participate in or run small experiments, and analyze data sets. Furthermore, some undergraduate students will do research in the labs for an honors thesis or Undergraduate Research Opportunity Program (UROP) project.

First, since (psycho-)linguistic and phonetic analysis of speech is very sensitive to outside noise, which influences the recordings, we intend to add a soundproof chamber to DIF 005 to enhance the quality of the audio recordings that the students will make as a part of their coursework, and to provide them with state-of-the-art training that will directly transfer to marketable job skills. Second, to reduce noise in the long term ideally we want to co-locate space for the four laboratory classrooms in the same part of the Diffenbaugh building. In addition, this space would ideally include a waiting room where study participants can wait prior to their experimental session.

E. If a new capital expenditure for instructional or research space is required, indicate where this item appears on the university's fixed capital outlay priority list. Table 3 in Appendix A includes only Instruction and Research (I&R) costs. If non-I&R costs, such as indirect costs affecting libraries and student services, are expected to increase as a result of the program, describe and estimate those expenses in narrative form below. It is expected that high enrollment programs in particular would necessitate increased costs in non-I&R activities.

N/A

F. Describe specialized equipment that is currently available to implement the proposed program through Year 5. Focus primarily on instructional and research requirements.

Linguistics is a "laboratory science" in the sense that students will be expected to use specific equipment to make audio recordings under prescribed conditions, to use specific tools to analyze non-verbal components of speech and attention, and to use standardized statistical and computational tools to analyze those data. We have incorporated some of this into our existing linguistics courses that satisfy the requirements for the linguistics minor. Specifically, the Language Acquisition laboratory has approximately 20 desktop computers, 20 button boxes, and a SuperLab license (5 full versions, allowing to program and run experiments, and 25 run only, allowing to run experiments but not to program them). The Language Processing and Eye-tracking laboratory has three desktop computers, two eye-tracking systems (a desktop system and a mobile system) (with two desktop computers), two audio recorders and one button box. The Psycholinguistics laboratory has two computers, and the Phonetics laboratory has two computers, one digital recorder, one microphone, two headphones and one SuperLab license. The computers in the laboratories are old and need to be replaced (except for the two computers that were purchased with the eye-tracking systems in 2019). Currently, the labs are used for different purposes. First, the Language Acquisition laboratory is used five times per semester for Acoustic analysis and Corpus analysis in SPN4700 'Introduction to Hispanic Linguistics'. It is
also used for experimental programming in the Research Methods class (LIN4XXX). This course is currently offered at the graduate level and a few undergraduates enroll; it will be formally offered as an undergraduate course in the new bachelor's program. The lab is also used for assignments in other courses and by UROP and honors students conducting their research. Second, the Language Processing and Eye-tracking laboratory and the Psycholinguistics laboratory have been used by UROP students to create and run experiments. Finally, the Phonetics laboratory has been used by undergrads doing specific DIS courses in phonetics. UROP students involved in phonetics research projects and for honors students working on phonetics-based projects. This lab has been mostly used to record audio data for projects, to collect audio data from speakers, and to analyze it acoustically.

G. Describe additional specialized equipment that will be needed to implement and/or sustain the proposed program through Year 5. Include projected costs of additional equipment in Table 3 in Appendix A.

In several of our courses, students will be required to record and analyze speech, participate in or run small experiments, and analyze data sets. For instance, in the courses LIN 4201 ‘Sounds of the World’s Languages’, LIN 3041 / 3042 ‘Introduction to Linguistics I and II’, and SPN 4700 ‘Introduction to Hispanic Linguistics’, students will be required to record their own or someone else’s speech and to conduct an acoustic analysis of that recording. In LIN 4600 ‘Sociolinguistics’, students will be required to record speech for further analysis in the lab or outside the lab using a digital recorder, and in the LIN 4623 ‘Psycholinguistics of Bilingualism’ and LIN 4716 ‘Child Language Acquisition’ classes, students will be required to participate in psycholinguistic experiments. Moreover, in LIN 4XXX ‘Research Methods’ and research/honors thesis work, students will be trained in different state-of-the-art data collection techniques (including eye-tracking and pupillometry), as well as statistical analysis using SPSS.

Undergraduate research opportunities are important for students. The Department of Modern Languages and Linguistics has undergraduate research courses (DIS, UROP, Honors). Although these are not required, students will be strongly encouraged to take them and it is something that many students will do. We currently get several requests per semester for research opportunities from students, even outside DIS, UROP and Honors.

To implement the program, we need to upgrade our labs with soundproofing and tables and chairs. Costs for the specific items are listed below, where the numbered items correspond roughly to the row number in Appendix A, Table Equipment:

1. sound proofing of teaching labs and a sound-treated booth (Whisper-Room, $30,225) to improve the quality of recording. This is needed to improve the quality of recordings for instance for acoustic analysis and recordings of experimental stimuli. Students in several courses (e.g., Sounds of the World’s Languages, Introduction to Linguistics, Introduction to Hispanic Linguistics, Psycholinguistics of Bilingualism, Child Language Acquisition, Sociolinguistics and Research Methods) will use the soundproof booth. Moreover, students doing an honors thesis or Undergraduate Research Opportunity Program (UROP) project will use this. The soundproofing and sound-treated booth are needed to fulfill our SLO on Acoustic Analysis. The booth would be placed in Diffenbaugh 005.

2. Tables and adjustable chairs (6 pair) ($820.56 and $437.94, respectively). Some of the labs need new tables and adjustable chairs, which are important for many experiments (especially Psycholinguistic experiments) since factors such as seating height and distance from the computer screen are crucial.

H. Describe any additional special categories of resources needed to implement the program through Year 5 (access to proprietary research facilities, specialized services, extended travel, etc.). Include projected costs of special resources in Table 3 in Appendix A.

Other than the resources described above, there are no additional special categories of resources needed to implement the program.
I. Describe fellowships, scholarships, and graduate assistantships to be allocated to the proposed program through Year 5. Include the projected costs in Table 3 in Appendix A.

We will need a research assistant/lab coordinator to help in the labs with scheduling, technical support, data storage, etc. We expect this to be an hourly position for an undergraduate student with training in linguistics or psychology (10-15 hours a week). This request is for the courses that include data collection and/or analysis, e.g., Sounds of the World’s Languages, Introduction to Linguistics, Introduction to Hispanic Linguistics, Psycholinguistics of Bilingualism, Child Language Acquisition, Sociolinguistics and Research Methods.

J. Describe currently available sites for internship and practicum experiences, if appropriate to the program. Describe plans to seek additional sites in Years 1 through 5.

Completion of an Internship or practicum is not required for completion of the major or for accreditation. However, such training is invaluable in exposing students to linguistics research, which will help them when considering their career options. The faculty and graduate students in our department offer internship/research experiences in our laboratories: for instance, as part of their undergraduate research experience, psychology and linguistics students assisted our linguistics faculty and graduate students with creating and running psycholinguistic experiments. We have frequently worked with Undergraduate Research Opportunity Program (UROP) students. The B.A. and B.S. in linguistics give us an opportunity to train students both inside and outside class, as the bachelor’s in linguistics would include a Research Methods class. Students will be able to obtain experience in using eye-tracking and other techniques. In addition, as the program grows, students might pursue internships in a K12 classroom setting with non-English learners, or even do supervised research abroad. We also foresee more practicum opportunities in the units of Psychology, Education, the Innovation Hub, Neuroscience, and Scientific Computing and Computer Science.
APPENDIX B

Please include the signature of the Equal Opportunity Officer and the Library Director.

______________________________
Signature of Equal Opportunity Officer

______________________________
Signature of Library Director

Date

Date

This appendix was created to facilitate the collection of signatures in support of the proposal. Signatures in this section illustrate that the Equal Opportunity Officer has reviewed section II.E of the proposal and the Library Director has reviewed sections X.A and X.B.
CONSENT ITEM K
TO: President John E. Thrasher
FROM: Provost Sally McRorie
DATE: June 4, 2021
SUBJECT: 2022-23 Academic Calendar
Request for Approval

Board of Governors Regulation 8.001 requires each university to adopt an academic calendar. Each calendar must include the appropriate number of days of classroom instruction, the common entry periods, pre-established dates for issuing certificates, diplomas or degrees, and a summer program.

The University Calendar Committee met and approved a 2022-23 calendar which meets these requirements and also aligns with the academic calendars of both Florida A&M University and Tallahassee Community College. This request is to approve the attached academic calendar with the ability to adjust as appropriate for special programs or circumstances.
FLORIDA STATE UNIVERSITY
APPROVED ACADEMIC CALENDAR,
2022 – 2023

Calendar adjustments include, counting .5 instructional days for Saturdays, counting Homecoming a .5 instructional day, and canceling classes Wednesday before Thanksgiving.

Fall 2022

Beginning Date: August 22       Monday
Ending Date: December 9       Friday
Law Beginning Date: August 22   Monday
Law Ending Date: December 9    Friday
Medicine (NA)

Month
August—N/A
September—Labor Day—September 5
October—half day, Homecoming
November—Holidays—November 11, 23, 24, 25
December—N/A

Total
Ten (10) working days between the end of Fall and start of Winter Break: Monday, Dec. 26 – Monday, Jan. 2

Spring 2023

Beginning Date: January 9       Monday
Ending Date: May 5             Friday
Law Beginning Date: January 9   Monday
Law Ending Date: May 5          Friday
Medicine (NA)

Month
January—MLK Day – January 16
February—N/A
March—Spring Break – March 13–17#
April—N/A
May

Five (5) working days between semesters
#Aligns with Leon County School System
Summer 2023

Beginning Date: May 15 Monday
Ending Date: Aug. 4 Friday
Law Begin date: May 8 Monday
Law End date: June 30 Friday

Month

May — Memorial Day – May 29
June — N/A
July — Independence Day, July 4
August — N/A

Breakdown for Summer Semester

<table>
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<th>Sessions</th>
<th>Begin Date</th>
<th>End Date</th>
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<td>May 15</td>
<td>August 4</td>
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<tr>
<td>6 Week (A)</td>
<td>May 15</td>
<td>June 23</td>
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<td>June 26</td>
<td>August 4</td>
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<td>8 Week (F)</td>
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<td>July 7</td>
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<tr>
<td>8 Week (Law)</td>
<td>May 8</td>
<td>June 30</td>
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CONSENT ITEM L & M
To: John Thrasher, President  
From: Dr. Amy Hecht, Vice President for Student Affairs  
CC: Angela Chong, Associate Vice President for Student Affairs and Dean of Students  
Date: June 1, 2021  
Subject: Approval of Proposed Emergency Conduct Regulations to Comply with HB 233 (effective July 1, 2021) [Emergency Regulations effective for 90 days]

1. Requesting Approval of Emergency Regulation to update FSU-3.004 Student Conduct Code [Adopt FSU-ER21-1 Student Conduct Code]


These Emergency Regulations are necessary as these changes need to be effective July 1, 2021 to comply with the basic changes mandated in HB 233 (2021). There is insufficient time to completely revise the Student Conduct and Organization Codes and to provide the necessary 30-day public notice before bringing those changes to the Board. Thus, we need to enact Emergency Regulations which may be approved without prior notice but are only valid for 90 days. These proposed revisions with any further needed refinement will be submitted to the Board under normal procedure after proper 30 days' notice at their meeting on September 24, 2021.

Attached are the Emergency Regulations showing the proposed changes from the text of the current Codes.

1. Student Conduct Code [FSU-ER21-1]

Summary

The following are significant changes to the Student Conduct Code:

-- changes definition of “Advisors” to allow proposing questions in disciplinary proceedings and clarifies definition of “disciplinary” hearings

-- clarifies definition substantive offense of “invasion of privacy” to exclude legal recording as allowed by s. 1004.097, F.S.

-- clarifies definition of substantive offense of “Disruption and Obstruction” to include submission of false or misleading information.
-- expands definitions of “advisor” to include “advocate or legal representative” and provides for
university referral to available advisors but not provision of same except in non-Title IX cases.

-- specifically requires university disclose of all witnesses, evidence to be used and any inculpatory or
exculpatory evidence in its possession

-- changes timing of notice of hearing and disclosure of rights, information and charges

-- clarifies participation and questioning by advisor at hearing

-- clarifies hearing record and right to party review

2. Student Organization Conduct [FSU-ER21-2]

Except for those changes specific to individual students, any changes in the Student Organization
Conduct Code Emergency Regulation are parallel to those in the Student Conduct Code
Emergency Regulation.

Approved for Agenda

____________________________
President
Effective July 1, 2021 (for 90 Days)
FSU-ER21-1 Student Conduct Code [Emergency Regulation]
[Note: Emergency Regulation showing changes from current FSU-3.004 Student Conduct Code]

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I. Introduction

The Student Conduct Code (further referred to as “Code”) emphasizes Florida State University’s (further referred to as “University”) 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 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.

The Student Conduct Authority at the 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 develops 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 associated with the University. “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” (General Bulletin, Florida State University, 2016).

The University fully recognizes and values the right of all students and individuals to seek knowledge, debate ideas, form opinions, and freely express views in accordance with the expectations set forth in this Code. This right must be exercised in a manner which will not interfere with the same rights and freedoms of others in their enjoyment of the benefits of the programs offered by this University, or their lawful use of University facilities, including ingress and egress (for more information, see the University’s Freedom of Expression Rights and Responsibilities regulation). Additional expectations for student organizations are outlined in the Student Organization Conduct Code and other University rules, regulations, and/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 modification of or restriction upon that privilege.

II. Definitions

Terms specific to conduct prohibited by the Sex Discrimination and Sexual Misconduct Policy (FSU Policy 2-2 supplemented by 2-2a relating to Title IX specific requirements, also referenced as Title IX Compliance Policy) are defined in Appendix D of 2-2: Definitions and accessible at https://regulations.fsu.edu/policies/office-president

A. Advisor. The term “advisor” means any one person chosen by a respondent, complainant, or witness to provide guidance throughout the student conduct process, and may ask questions of a complainant, respondent, or witness during a disciplinary proceeding. Individuals are highly encouraged to select an advisor with reasonable availability.

B. Alternative Resolution. If deemed appropriate by the University, complainants and respondents may agree to forego a student conduct process in favor of reaching a mutually agreed upon resolution. The University adopts the resolution of the Alternative Resolution process in lieu of adjudicating the case, and failure to adhere to the agreed-upon resolution by any individual may result in further student conduct action.
C. Day. The term “day” refers to any weekday Monday through Friday in which the University is in operation. This includes days when the University is in operation but classes are not in session.

D. Hearing. The term “hearing” means an informal or formal disciplinary proceeding, conducted by a hearing body in accordance with the Code, following which determinations of “responsible” or “not responsible” are made with regard to alleged Code violations and outcomes are assigned as appropriate. Alternative dispute resolution proceedings, information sessions, investigation meetings, or other meetings conducted by the University are not considered to be a disciplinary proceeding.

E. Hearing Body. The term “hearing body” means any person or persons authorized by the Code to conduct hearings, to make a finding of whether a student has violated the Code, and recommend or assign outcomes as appropriate.

F. 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 the definition of “University” below.

G. Policy. The term “policy” means the written statements 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, policies adopted by the President or Vice Presidents, the Student Conduct Code, the Undergraduate General Bulletin, the Graduate General Bulletin, the Student Policy Handbook, the Registration Guide, the University Housing Guide to Residence Living, the Sex Discrimination and Sexual Misconduct policy and other written requirements of departments, organizations, and clubs.

H. Preponderance of the Information. “Preponderance of the information” is the standard of evidence upon which a determination of “responsible” or “not responsible” is made, and is used in adjudicating all student conduct cases under this Code. It means that the information, as a whole, demonstrates it is more likely than not that the fact sought to be proved is true.

I. Complainant. The term “complainant” refers to any individual who is alleged to be the victim of conduct that could constitute one or more violation(s) of the Code. The complainant is the individual who is affected and files a report or formal complaint or on whose behalf a report or formal complaint is filed.

J. Respondent. The term “respondent” refers to a student who has been reported to be the perpetrator of conduct that could constitute one or more violation(s) of the Code.

K. Report. The term “report” refers to information submitted to a Student Conduct Authority alleging conduct that could constitute one or more violation(s) of the Code.

L. Formal Complaint. The term “formal complaint” refers to information from a complainant or a University official alleging conduct that could constitute one or more violation(s) of the Code by a respondent.

K. Student. The term “student” applies to any individual meeting one or more of the criteria below. The term applies to all campuses, sites, locations and delivery methods of credit-bearing course offerings.

1. Admitted. Any person, regardless of academic career, who is admitted to the University and is present on campus for the purpose of participating in any University program, course, or activity leading toward enrollment, including but not limited to orientation, graduate student orientation, teaching assistant orientation, or workshops.

2. Enrolled. Enrolled in any credit-bearing course or program offered by Florida State University at the time any alleged violation(s) occurred.
3 Active students. Any person who has been enrolled at the University and continues to be associated with the University in order to complete the course or program in which the student was enrolled. “Active” status is determined by academic policy and is enforced by the Registrar’s Office. This can include periods of non-enrollment during which the student is still eligible to enroll in classes. The term also includes any student who has been issued an Interim Health and Safety Action (IHSA) pending the outcome of a student conduct proceeding.

4. Dual enrollment. Any student enrolled in a credit-bearing course on a dual-enrollment basis. Jurisdiction over a dual-enrollment student’s conduct will be determined in consultation with appropriate officials at the student’s home institution.

L. Student Conduct Authority. The term “Student Conduct Authority” refers to an individual or administrative unit whose administrative duties include the administration of the student conduct process, including alternative resolutions or formal or informal action. Please see the section on “Authority” for more information. This definition includes, but is not limited to, the Office of the Vice President for Student Affairs, the Office of Student Conduct and Community Standards, University Housing, and International Programs or their successors.

M. University. The term “University” means Florida State University, each of the programs and activities under its control, and all property owned, leased, used, or controlled by the University, including all branch campuses, study centers, facilities, and University International Programs’ locations and property.

N. 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.

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

P. 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 Conduct and Community Standards to adjudicate student conduct cases as a hearing body excluding cases of alleged violations of the Sex Discrimination and Sexual Misconduct policy and cases that may result in a respondent’s separation from the University.

Q. Administrative Hearing Panel. The term “Administrative Hearing Panel” refers to a group of Student Conduct Board members in addition to faculty or staff selected and trained by the Office of Student Conduct and Community Standards who serve as a hearing body with responsibility for adjudicating student conduct cases. Panels are composed of two (2) faculty or staff members, both designated by the Director of Student Conduct and Community Standards, and three (3) Student Conduct Board members.

R. Single Hearing Administrator. Any faculty or professional staff member at the University designated and trained by the Office of Student Conduct and Community Standards to facilitate meetings or information sessions and administer alternative resolutions, or to serve as the hearing body for informal or formal hearings.

S. Residential Conduct Board. The term “residential conduct board” refers to a group of currently enrolled students in good conduct standing who each reside in University Housing and are selected and trained by University Housing to adjudicate student conduct cases for students residing in University Housing, excluding cases of alleged violations of the sex discrimination or sexual misconduct and cases that may result in a respondent’s separation from the University.
T. Consent. As related to alleged violations of the Code not involving sex discrimination or sexual misconduct, consent is the voluntary, informed, and freely given agreement, through words and/or actions, to participate in mutually agreed-upon behavior or activity.

U. Student Organization. The term “student organization” refers to an organization that has been approved by the Student Activities, as designee of the Vice President for Student Affairs, to function at the University. Further stipulations regarding recognition are outlined in FSU-3.0015 Student Organizations and Activities. For purposes of the Code, the term “student organization” also refers to a student group which is defined as 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, student organizations that are no longer recognized by the University and/or (inter)national organization.

V. Law Enforcement Affidavit. The term “law enforcement affidavit” means a sworn statement or report by a duly authorized law enforcement officer that may be relied upon by a hearing body in a student conduct proceeding with the exception of a formal hearing in a Title IX process. In those cases, only, information may only be relied upon as described in the Title IX Compliance Policy.

W. University Official Report. The term “university official report” means a narrative or document prepared by a University employee in the course of their employment that provides information about an incident. Examples include, but are not limited to, Title IX Office investigation reports and University Housing Incident Reports. In the case of a Title IX formal hearing, information may only be relied upon as described in the Title IX Compliance Policy.

X. Witness Statement. The term “witness statement” means a narrative or document that is not part of a law enforcement affidavit or university official report and that is prepared and submitted as a part of the reporting of an incident or in lieu of a witness’s live appearance at a conduct proceeding, which provides the information that the witness has regarding an alleged violation of the Code. In the case of a Title IX formal hearing, a witness statement may only be relied upon as described in the Title IX Compliance Policy.

Y. Informal Resolution. The term “informal resolution” means the process by which a student may accept responsibility and outcomes for an alleged violation of the Student Conduct Code. This resolution is noted as a finding of responsibility and results in a student conduct record for the respondent.

Z. Notice. Notice is considered given to a student when it is sent to the student’s official University email address, is hand-delivered to the student or current residence, or upon the University’s receipt of a certified mail return receipt when communication is sent 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.

AA. University Program or Activity. The term “University program or activity” includes locations, events, or circumstances over which the University exercised substantial control over both the respondent and the context in which the conduct occurs, and also includes any building owned or controlled by a student organization that is recognized by the University. A program or activity may include events, programs, and circumstances that occur in person, on a virtual platform, or via electronic communication or publication including but not limited to phone, email, text, or social media.
III. Authority

A. Authority for student conduct 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. Under the direction of the Dean of Students and the Executive Director of University Housing, the Associate Dean(s) of Students/Director of the Office of Student Conduct and Community Standards, the Assistant Dean(s) of Students, 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 bodies.

B. The President, Vice President, 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 when it is determined by the immediate circumstances that taking direct jurisdiction is in the best interest of the University.

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

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

E. The initial decision or recommendation of a hearing body is considered a hearing decision. If a hearing decision is not appealed as provided within the Code, the hearing decision becomes final agency action.

F. The authority of appellate officers is further enumerated in the Code section on "Appeal Procedures." Appellate decisions are considered recommendations to the Vice President or designee and become final agency action upon approval by the Vice President or designee.

G. Any reference in the Code to the role or responsibilities of a specific University official may be delegated by the University official to an appropriate designee.

IV. Scope

Florida State University may address the alleged misconduct of any student as specified in Section VII., "Violations," of this Code pursuant to the following:

A. In any proceeding to determine whether a student has violated the Code, the University will apply the substantive Code provisions defining conduct violations that are in effect on the date the alleged conduct occurred. The University will apply the procedural standards, outlined in section VIII. "Procedural Standards", that are in effect at the time the student is provided notice of the specific allegation(s) of code, regulation, or other policy violations, regardless of the date of the alleged violation.

B. The Code will apply to student conduct that occurs on University premises, at University-sponsored activities and off-campus as determined by the Student Conduct Authority. Factors that will be considered when determining whether to address off campus conduct include, but are not limited to, whether the incident is documented by a verifiable source,
adversely affects the University community, occurs at a University program or activity, or endangers the health or safety of a student or others.

C. The Code applies to the University as defined in this Code. Non-substantive procedural modifications that reflect the particular circumstances of each campus or international program are permitted as approved by the Student Conduct Authority.

D. The Code includes procedural standards that apply specifically to the resolution of violations of the Student Conduct Code that are not encompassed under Sexual Harassment as defined in, or that fall outside of the jurisdiction of the Title IX Compliance Policy. The University reserves the authority to determine what level of procedural standards will apply to a report or formal complaint and whether application of the appropriate procedural standards should change based on new or evolving information regarding a specific case. The University may, in its discretion, address conduct that has been dismissed during or as a result of the Title IX investigation process if the conduct or circumstances fall outside of the jurisdiction of the Title IX Compliance Policy but would fall within the other jurisdictions and provisions of the Code.

E. Student conduct proceedings may be initiated for alleged conduct that potentially violates both law and University policy without regard to the pendency of civil or criminal litigation in court or criminal arrest and prosecution. Proceedings under these procedural standards may be carried out prior to, concurrently with, or following civil or criminal proceedings at the discretion of the Student Conduct Authority. Determinations made or outcomes imposed will not be subject to change because criminal charges or civil complaints arising out of the same facts giving rise to violation of University policy were dismissed, reduced, or resolved in favor of the respondent.

F. The University may adopt the finding of fact in a criminal or civil proceeding with a similar or higher standard of proof and conduct an outcomes-only proceeding if appropriate.

G. The University has up to 180 calendar days to resolve an alleged violation(s) of the Code with a respondent upon receipt of a report of a possible violation that includes enough substantive information to conduct an investigation by the Student Conduct Authority or upon receipt of an investigation report from the Title IX Office. However, the University has discretion to extend this time period if deemed necessary to perform a thorough investigation, preserve fundamental due process, or due to other extraordinary circumstances.

H. The University may restrict a student’s contact with specified individuals when determined appropriate based on the facts or information and circumstances of each unique incident. The Student Conduct Authority can administratively issue such a restriction to any individuals involved in a conflict or incident, regardless of whether a determination of alleged violations has been made. Such restrictions are valid and enforceable only with respect to individuals who are students at the University.

I. The University may 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 Student Conduct Authority.

V. Amnesty.

A. An element of promoting safety is providing clear, responsible methods of reporting and addressing incidents of misconduct. Therefore, in order to remove potential barriers to reporting, the Student Conduct Authority, may in its discretion, not charge a complainant
with a violation for conduct originating from the same incident if reported by that student in good faith to a University official, or otherwise discovered in investigation.

B. The University's highest priority is the physical and mental health and safety of students and members of the University community. Therefore, no student seeking assistance for themselves or others as a result of a hazing incident, intoxication, or medical emergency from alcohol or other drugs will be charged with violation of the alcohol, controlled substances, and illegal drug or hazing provisions of the Code if:
1. The student calls local or University law enforcement or medical assistance;
2. The student cooperates fully with University, law enforcement, and medical personnel as applicable; and
3. The student remains at the scene with the person in need until assistance has arrived.

C. The University recognizes that during times of a public health emergency as declared by local, state, or national authorities the priority of gathering information regarding contact and exposure to contagion may be greater than resolution of a violation of the Student Conduct Code. Therefore, the University has discretion over whether a student will be charged with a violation of the Student Conduct Code if information is a result of providing important contact tracing information to University or public health officials.

VI. Amendments

This Code will be reviewed in its entirety every two years. Any substantive changes will be reviewed by the Vice President for Student Affairs and presented to the Board of Trustees for approval. Any amendments can be proposed by University community members for review by submitting to the Vice President for Student Affairs.

VII. Violations

Each student is expected to abide by these rules of conduct and to be accountable for their behavior. Lack of familiarity with the Code is not a justification for violating any provision 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 for violating any provision of this Code. These rules of conduct should be read broadly and are not designed to define prohibited acts in exhaustive terms. See section VIII. For Title IX Compliance Policy violations.

A. Sex Discrimination and Sexual Misconduct

1. Sex/Gender-based Discrimination.
   a. Conduct toward a person based on sex, gender, sexual orientation, gender identity, or gender expression which adversely impacts academic, employment, or other decisions related to University programs and activities; or
   b. Maintaining seemingly neutral policies, practices, or requirements that have a disparate impact on academic or employment opportunities without a valid academic or business reason.

2. Sex/Gender-based Harassment. Conduct toward a person based on sex, gender, sexual orientation, gender identity, or gender expression that is so severe, pervasive, and objectively offensive that it creates a hostile work or educational environment for the person; and
a. Unreasonably denies, interferes with, or limits an individual's ability to participate in or benefit from University programs, opportunities, or activities; or
b. Alters the terms, conditions, or privileges of the person’s University employment.

The totality of the circumstances will be considered in determining whether conduct is harassment, including frequency of the conduct, its severity, whether it is physically threatening or humiliating, or merely offensive. These circumstances are considered from both subjective and objective viewpoints, considering not only the effect the conduct actually had on the person, but also the impact it likely would have had on a reasonable person in the same situation. Repeated incidents, where each would not, on its own, constitute harassment, may collectively constitute harassment. Harassment may also be found in a single severe incident, as well as a pattern of behavior.

3. Sexual Harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature when:
   a. Submission to such conduct is made an explicit or implicit term or condition of employment, academic status, receipt of University services, or participation in University programs or activities, or submission to or rejection of such conduct is used as a factor in, or the basis for, an academic or employment decision; or
   b. The conduct is so severe, pervasive, and objectively offensive that it creates a hostile work or educational environment for the person; and
      i. Unreasonably denies, interferes with, or limits an individual's ability to participate in or benefit from University programs, opportunities, or activities; or
      ii. Alters the terms, conditions, or privileges of the person's University employment.

The totality of the circumstances will be considered in determining whether conduct is harassment, including frequency of the conduct, its severity, whether it is physically threatening or humiliating, or merely offensive. These circumstances are considered from both subjective and objective viewpoints, considering not only the effect the conduct actually had on the person, but also the impact it likely would have had on a reasonable person in the same situation. Repeated incidents, where each would not, on its own, constitute sexual harassment, may collectively constitute sexual harassment.

c. Sexual Harassment may also be found in a single severe incident, as well as a pattern of behavior. Examples of behavior that could constitute sexual harassment when it meets the standard set forth above include, but are not limited to:
   i. Verbal Conduct: sexual teasing, sexual jokes, sexual innuendoes, sexual remarks about a person’s body or sexual attractiveness, unwelcome demands for sexual favors, continuing unwelcome sexual advances or flirting, and sexual whistling (cat-calling).
   ii. Non-Verbal Conduct: staring at someone's sexual body parts (breasts, buttocks, groin), sexual gestures, and inappropriate display of sexual graffiti, posters, pictures, cartoons, drawings, emails, texts, body parts, or objects.
   iii. Physical Conduct: unwelcome touching of another's body, not otherwise defined by Non-Consensual Sexual Intercourse or Non-Consensual Sexual Contact, such as massaging, petting, hugging, rubbing, etc.

4. Non-Consensual Sexual Contact. Any unwelcome, intentional contact with a person’s breasts, buttocks, groin, genitals, mouth, or other intimate parts; touching another with
any of these body parts or making another touch you, or themselves, or another with any of these body parts; or any other intentional bodily contact in a sexual manner. Touching may be over or under clothing.

5. Non-Consensual Sexual Intercourse. Any vaginal or anal penetration by a penis, tongue, finger, or object, or any mouth to genital contact, no matter how slight the penetration or contact, without consent or by force.

6. Relationship Abuse. A single severe incident or pattern of behaviors used by an individual to maintain power and control over another individual with whom they are currently, or were previously, involved in an intimate interaction or relationship. Relationship Abuse includes, but is not limited to, behaviors that physically harm, arouse fear, prevent an individual from doing what they wish, or force them to behave in ways they do not want. It can include the use of physical and/or sexual violence, threats, intimidation, property damage, emotional abuse, verbal abuse, or economic deprivation.

7. Stalking. A course of conduct (i.e. more than one act) directed at a specific individual which would cause a reasonable person (under similar circumstances and with similar identities to the Affected Individual), to experience substantial emotional distress, or to fear for their safety or the safety of another. Acts that together constitute stalking may be direct actions or may be communicated by a third party, and can include, but are not limited to, threats of harm to self, another, or property; pursuing or following; non-consensual communication by any means; unwanted gifts; trespassing; and surveillance or other related types of observation. Stalking also includes cyber-stalking through electronic means including electronic mail, social media, cell phones, text messages, other communication applications, or the internet.

8. Sexual Exploitation. Any act where one person violates the sexual privacy of another or takes unjust or abusive sexual advantage of another without their consent for their own benefit or for the benefit of anyone other than the person being exploited, and that conduct does not otherwise constitute sexual misconduct under this Policy. Sexual exploitation may include:

a. Sexual voyeurism, such as watching a person undressing, using the bathroom or engaging in sexual acts without the consent of the person being observed;
b. Invasion of sexual privacy, including sharing information about an individual’s sexual orientation, history, or preferences;
c. Recording, photographing, transmitting, showing, viewing, streaming, or distributing intimate, nude, or sexual images or audio recordings when there is a reasonable expectation of privacy during the activity, without the consent of all involved in the activity; or exceeding the boundaries of consent (such as allowing another person to hide in a closet and observe sexual activity, or disseminating sexual pictures without the photographed person’s consent), including the making or posting of revenge pornography;
d. Prostituting another or engaging in sex trafficking;
e. Soliciting a minor; creation, possession, transmission, or distribution of child pornography;
f. Administering alcohol or drugs (such as “date rape” drugs) to another person without their knowledge or consent (assuming the act is not completed); or
g. Exposing one’s genitals in non-consensual circumstances (not including streaking, which may be disruptive conduct under this Code), including unwelcome sexting.
9. Retaliation. Any creation of a hostile environment or adverse action threatened or taken against an individual because they: make a report pursuant to this Policy; assist another person in making a report; participate in the investigation or resolution of such a report; or in good faith and in a reasonable manner opposes conduct that they believe constitutes a violation of this Code.

10. Complicity. Engaging in any action or behavior with the intent of aiding, facilitating, promoting, or encouraging the commission of an act of sex discrimination or sexual misconduct.

B. Endangerment

1. Use of physical violence or unwelcome force against a person or the property of any person or group.

2. Action(s) that imminently endanger the health, or safety of another person or group.

3. Interference with the freedom of another person to move about in a lawful manner by force, threat, intimidation, or other means without consent.

4. Action(s) that endanger the health, safety, or well-being of an animal. 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. This provision does not prohibit any activity conducted as part of an approved academic or research program within the University.

C. Harassment and Bullying Behavior

1. Conduct, not of a sexual nature, including any gesture, written, verbal or physical act, or any electronic communication (includes text messages and postings on web-sites or social media), that places a person in reasonable fear of harm to their person or damage to their property, infringes upon rights of personal privacy, has the effect of substantially interfering with a reasonable person’s academic performance or ability to participate in opportunities or benefits provided by the University, or has the effect of substantially interfering with the orderly operation of the University.

2. Stalking, not of a sexual nature, defined as a course of conduct (i.e. more than one act) directed at a specific individual which would cause a reasonable person to experience substantial emotional distress, or to fear for their safety or the safety of another.

D. Invasion of Privacy

1. Unauthorized intrusion upon a person’s private property or communications.

2. Unauthorized appropriation and/or use of someone’s identifying or personal data or documents.

3. 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. This section is not intended to restrict recordings of those expressive activities protected under s.1004.097, F.S. or other specific provisions of law.

4. Using electronic or other means to make an oral record of any person where there is a reasonable expectation of privacy without the person’s consent. Such oral communications include, but are not limited to, recordings made using any device and any wire, oral, or electronic communication.
E. Hazing

1. Any individual action or situation, which occurs on or off University property, that intentionally, recklessly, or negligently endangers the mental or physical health or safety of a student for purposes including, but not limited to, initiation or admission into or affiliation with any University student organization or other group whether or not officially recognized by the University, or the perpetuation or furtherance of a tradition or ritual of any such student organization or group. Hazing includes, but is not limited to:
   a. brutality of a physical nature, such as whipping, beating, branding, exposure to the elements, forced consumption of food, liquor, drug, or other substance;
   b. subjecting a person to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct that could result in extreme embarrassment, or other forced activity that could adversely affect the mental health or dignity of a reasonable person;
   c. pressuring or coercing a person into violating local, state, federal law and/or University policy;
   d. interfering with or impeding a person’s academic pursuits, employment, religious observances, or affiliation with other individuals, groups, or activities; or
   e. otherwise infringing upon a person’s personal or property rights or substantially interfering with a reasonable person’s ability to participate in or benefit from the services, activities, or privileges provided by the University.

A student may commit an act of hazing whether the student is a prospective, current, or former member of the organization or group. The actions of active, associate, new and/or prospective members, former members, or alumni of a student organization or group may be considered hazing under this Code. The following circumstances are not a defense to a violation of this provision: express or implied consent of a victim, the conduct or activity was not part of any official organizational event or otherwise sanctioned or approved by the student organization, or the conduct or activity was not a condition of membership into a student organization.

2. Soliciting another or aiding or assisting another to engage in any act of hazing as defined in this Code, or active involvement in the planning of such action.

3. Observing or participating in any conduct defined as hazing pursuant to the Code by a member of the student organization or group who is not themselves a complainant, without reporting the incident to a University official.

Florida State University Hazing Policy, BOG 6.021, and Section 1006.63, Florida Statutes are considered part of this Code and incorporated as applicable.

F. Weapons and Dangerous Substances

1. On-campus possession or use of firearms, destructive devices, or other 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 dangerous chemical or biological agent. This section shall not apply to:
   a. 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
   b. any student whose possession of a weapon as described above is approved by the FSU Police Department for a bona fide educational purpose; or
c. a concealed firearm or other weapon 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 firearm or other weapon must be kept securely encased; or otherwise not readily accessible for use, consistent with section 790.25(5), Florida Statutes; or
d. 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.

2. 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 are prohibited and 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-canès, ornamental daggers, and swords.

3. 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.

4. 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.

G. Fire and Safety

1. Inappropriate activation of any emergency warning equipment or the false reporting of any emergency.
2. Unauthorized possession, or removal of, damage to, or tampering with fire, safety, or other emergency warning equipment.
3. Failure to evacuate a University building or facility within a reasonable amount of time after a fire alarm is sounded.
4. Setting or attempting to set any unauthorized fire or creating a safety hazard.
5. Obstructing the egress of an emergency exit or leaving exit, fire, and/or smoke doors propped open, or entering or exiting buildings through emergency-only doors or egresses during non-emergencies.
6. Presence on the roofs of University buildings, fire escapes, ledges, service elevators, balconies, and other areas that are designated as closed or where access is prohibited.
7. Unauthorized on-campus use of any remote-controlled aircraft or vehicle (i.e., drones) or failure to comply with established guidelines for authorized use of remote-controlled aircraft on or off-campus.

H. Alcohol, Controlled Substances, and Illegal Drugs

1. Unlawful possession, purchase or attempted purchase, misuse, or misappropriation of controlled substances, including prescription medication.
2. Possession, purchase or attempted purchase, or use of illegal drugs.
3. Actual or intended distribution, delivery, manufacture, or sale of illegal drugs or controlled substances.
4. Possession or use of drug paraphernalia.
5. Students must comply with all federal, state, and local laws pertaining to alcohol. No person under the legal drinking age may possess, purchase, attempt to purchase, consume, be under the influence of, distribute, sell, provide, or be provided alcoholic beverages.
6. Control or operation of a wheeled conveyance while under the influence of alcohol or any controlled substances or illegal drugs.
7. Disrupting the campus or off-campus community or engaging in any law or policy violation while under the influence of alcohol, controlled substances, or illegal drug.
8. Hosting by owners, residents, or others in control of the event or property where the underage consumption of alcohol, illegal use of controlled substances, or illegal drug use occurs, including in a residence hall room, residence hall common area, or off-campus personal residence or any space that is occupied by, under the control of, or reserved for the use of a student or student organization.
9. Any other violation of the University Alcohol Policy, FSU Regulation FSU-6.012.

I. Disruption and Obstruction
1. Failure to comply with the lawful order or reasonable request of an identified University official, any non-University law enforcement official, any non-University emergency responder, or any protective order.
2. Providing false or misleading information to a University official, law enforcement official, paramedics, or other medical staff. This may include allowing an advisor, advocate, or legal representative to submit false or misleading information on behalf of the student.
3. Commercial solicitation on campus without prior written approval from appropriate University officials.
4. Acts that disrupt the University student conduct process or other University investigation, adjudication, or resolution process. Examples may include, but are 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; avoiding or impeding communication in regard to a conduct proceeding; or actively disrupting a meeting or proceeding.
5. Urination or defecation in a public space.
6. The unauthorized sale or attempted sale of University-issued student tickets.
7. Any disruption of normal University operations caused by a student’s guest or animal.
8. Behavior which disrupts or obstructs student learning, instruction, research, administrative or other University operations or previously scheduled or reserved on-campus activities.
9. Obstruction of free flow of pedestrian or vehicular traffic.
10. Unreasonable disruption of peace, academic study, or sleep of others on or off campus.
11. Retaliation against another for making a report of conduct that may be in violation of this Code or other University policy, or for participating in an investigation, process, or hearing. Making a report that is not made in good faith may be considered retaliation. See the Sex Discrimination and Sexual Misconduct policy for prohibited conduct defined as retaliation in that policy.

J. Falsification and Misrepresentation
1. Permitting another person to use any form of the student’s identification.
2. Inappropriate use of any form of another person’s identification.
3. Impersonating or misrepresenting the authority to act on behalf of another individual, organization, group, or the University.
4. Forgery, alteration, unauthorized duplication, or misuse of identification, documents, communications, event tickets, records, keys, or access codes.
5. Falsifying, or being party to the falsification of, any official identification card, record (including oral or written communication), or document. This includes providing false information in report, investigation, or University conduct resolution meeting or proceeding.
7. Possession, ownership, or use of false identification.

K. Property
1. Malicious or negligent defacement, damage, or destruction of public or private property.
2. Theft, defined as removing or using the property or services of another person, off-campus entity, or of the University, with the intent to permanently deprive the person, off-campus entity, or University of the property or services.
3. Misappropriation, defined as temporarily removing or using the property or services of another person, off-campus entity, or the University, but without the intent to permanently deprive the person, off-campus entity, or the University of the Property or services.
4. Receipt, possession, sale, or purchase of property or services that are known or reasonably should have been known to have been stolen or obtained through unlawful means.
5. Entering or using the property or facilities of the University, off-campus entity, or another person without the proper consent or authorization.

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

M. Gambling
1. Engaging in or offering games of chance for money or other gain in violation of Florida law.

N. Other Violations
1. Violation of federal or state law, local ordinance, or laws of other national jurisdictions.
2. Violation of any Florida Board of Governors Regulation.
3. Aiding, abetting, furthering, conspiring, soliciting, inciting, or attempting to commit any other violation of University policy, federal law, state law, local ordinance, or laws of other national jurisdictions.
4. Violation of any other University regulation or policy as defined in section II. Definitions, G. Policy in this Code.
5. 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.

6. Title IX Compliance Policy Violations
Title IX Compliance Policy violations are resolved through specific procedural standards outlined in the Title IX Compliance Policy as well as applicable standards in the Student Conduct Code not in conflict with specific Title IX Compliance Policy provisions. Alleged conduct will be resolved under the jurisdiction of the Title IX Compliance Policy and
applicable procedural standards if: i) the alleged conduct may meet one or more of the defined violations below, and ii) the conduct occurred within the context of a University program or activity within the United States.

Each student is expected to abide by these rules of conduct and to be accountable for their behavior. Lack of familiarity with the Title IX Compliance Policy is not a justification for violating any provision 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 for violating any provision of this Code. These terms should be read broadly and are not designed to define prohibited acts in exhaustive terms.

**Sexual Harassment.** Conduct on the basis of sex that satisfies one or more of the following:

1. A student employee of the University conditioning the provision of aid, benefit, or service of the University on an individual’s participation in unwelcome sexual conduct;

2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the University’s education program or activity (may include sexual exploitation that also meets this definition); or

3. Sexual Assault: an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation:
   a. Forcible Sex Offense (Rape): Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the complainant, or the touching of private body parts of another person for the purpose of sexual gratification, forcibly or against that person’s will, or not forcibly or against the person’s will in instances where the complainant is incapable of giving consent because of temporary or permanent mental or physical incapacity; or
   b. Nonforcible Sex Offense:
      i. Incest: Nonforcible sexual intercourse between persons who are related to each other within degrees wherein marriage is prohibited by state law; or
      ii. Statutory Rape: Nonforcible sexual intercourse with a person who is under the statutory age of consent; or

4. Dating Violence: violence, not limited to sexual or physical abuse or the threat of sexual or physical abuse, committed by a person who is or has been in a social relationship of a romantic or intimate nature with the complainant; and where the existence of such a relationship shall be determined based on a consideration of the following factors: i) the length of the relationship, ii) the type of relationship, and iii) the frequency of interaction between the persons involved in the relationship; or

5. Domestic Violence: includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the complainant, by a person with whom the complainant shares a child in common, by a person who is cohabitating with or has cohabitated with the complainant as a spouse or intimate partner, by a person similarly situated to a spouse of the complainant under the domestic or family violence laws of the jurisdiction, or by any other person against an adult or youth complainant who is protected from that person’s acts under the domestic or family violence laws of their jurisdiction; or
6. Stalking: engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others; or suffer substantial emotional distress.

VIII. Procedural Standards

A. Advisors

1. An advisor, advocate, or legal representative may not participate directly in any disciplinary proceedings or speak on behalf of the respondent, complainant, or witness. In Title IX hearings only, the advisor must conduct the questioning as described in the Title IX Compliance Policy.

2. Consultation with an advisor, advocate, or legal representative during a meeting, proceeding or hearing must take place in a manner that is not disruptive.

3. Identity of an advisor, advocate, or legal representative is required to be reported to the Student Conduct Authority at least three business days prior to a meeting, proceeding, or hearing.

4. Advisors, advocates, or legal representatives may not be individuals who serve other roles in the process as outlined in this Code (i.e. hearing administrator, witness, etc.), or if service in an advisory capacity would unreasonably conflict with the fair administration of the student conduct process as determined by the appropriate Student Conduct Authority.

5. The University is not responsible for selecting or compensating an advisor, advocate, or legal representative for any student navigating the student conduct process. If a student does not have access to an advisor for purposes of student conduct procedural standards, a list of trained University community members is available upon request for the student to utilize if desired. In a Title IX case, if a student does not have access to an advisor for purposes of the student conduct procedural standards, the University will provide a University representative to serve as an advisor.

6. The availability of an advisor, advocate, or legal representative to attend a student conduct meeting, proceeding, or hearing will not unreasonably interfere with or delay the student conduct process. For Title IX hearing proceedings, if a student’s advisor does not appear the University will assign an advisor or delay proceedings as outlined in the Title IX Compliance Policy.

7. Once a meeting, proceeding, or hearing has been scheduled it will rarely be rescheduled due to later unavailability of an advisor, advocate, or legal representative.

8. A representative from the University’s Office of the General Counsel may also be present at any meeting, proceeding, or hearing.

B. Reports

1. Anyone may file a report with the University alleging that a student has violated the Code. Any report should be submitted as soon as possible after the incident takes place, preferably within 60 calendar days. When there is significant delay, the Student Conduct Authority’s ability to resolve an incident may be difficult due to access to reliable information and witnesses. Therefore, the Student Conduct Authority has discretion whether or not to pursue resolution of a report and will only pursue a significantly delayed report when the conduct or respondent are deemed to pose a potential threat.
to the health or safety of an individual or the University community or other exceptional circumstances.

2. The Office of Student Conduct and Community Standards may receive reports or information on the disposition of criminal cases from the FSU Police Department, Tallahassee Police Department, Leon County Sheriff’s Office, Division of Alcoholic Beverages and Tobacco, other law enforcement agency, or any municipal, state, or federal court.

3. Reports may be accepted through alternate reporting mechanisms at the discretion of the Student Conduct Authority including but not limited to written or verbal communication, published information, or referral from another University department.

4. For reports alleging sex discrimination or sexual misconduct, the reporting process can be found in the Sex Discrimination and Sexual Misconduct Policy and/or the Title IX Compliance Policy. If a report alleges sexual misconduct and is reported via report.fsu.edu, the Student Conduct Authority will report the matter to the appropriate Title IX Office authority, in accordance with the University’s Sex Discrimination and Sexual Misconduct Policy and/or Title IX Compliance Policy. The Title IX office will evaluate the report pursuant to the policy before it will be referred to the Office of Student Conduct and Community Standards to review for possible violations of the Code.

C. Review and Investigation

1. All reported information will be reviewed by an appropriate Student Conduct Authority to determine appropriate next steps.

2. Interim Health or Safety Actions may be issued pursuant to section F. Outcomes, 1. Interim Health and Safety Action herein.

3. Investigation
   a. Upon receipt of a report, except for reports that are referred to the Title IX Office, a prompt, thorough, and impartial investigation may be conducted by the Office of Student Conduct and Community Standards, other designated staff, or FSUPD if further information is required to determine appropriate resolution by the Student Conduct Authority.
   b. Investigations will include a review of the submitted report, and other additional information, such as that gathered from investigation meetings with involved individuals or groups. Any involved individuals or groups will be interviewed and asked to share information they have regarding the incident including documents (text messages, emails, photos, etc.) and identification of any additional witnesses who may provide direct information regarding the incident.
   c. Students may be accompanied by an advisor of their choice. Individuals are highly encouraged to participate in the process in order to allow for as thorough an investigation as possible; however, an individual may decline to participate in the investigation process.
   d. At the conclusion of an investigation, the investigating office or designated staff will produce an investigation report and forward to the Student Conduct Authority for determination for next steps including, but not limited to, no action, issuance of an admonishment, referral to another department or governing body, or an information session to determine resolution of the allegation of misconduct.

D. Notice of Alleged Violations
1. Absent exigent circumstances, the Student Conduct Authority will notify a respondent of any alleged Code violation(s) a minimum of within seven-five business days before a disciplinary proceeding.

2. Written notice given to any complainant(s) or respondent(s) will include:
   a. Sufficient detail to allow the student to prepare a response (including source of information, description of the alleged behavior(s), and specific alleged Code violation(s)); and
   b. The date, time, and location of an information session, during which the complainant or respondent may view all known inculpatory or exculpatory information related to the allegation, a listing of all witnesses who have or will provide information in a proceeding, receive instruction regarding the student conduct process and the student's rights, and discuss the type of resolution process to be utilized.
   c. Notice that a student may waive the information session and advance directly to a formal hearing process by submitting notification in writing within two business days after the sending of the notice of alleged violation(s). If the information session is waived, not less than five days before any disciplinary proceeding on the charge, a student will receive a statement of available processes and rights, an opportunity to view all known inculpatory or exculpatory information related to the allegation, and a listing of all known witnesses who have or will provide information a minimum of five days prior to any disciplinary proceeding.
   d. A separate notice including the date, time, and location of the disciplinary proceeding (if applicable) will be provided a minimum of seven days before any such proceeding.

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

E. Information Session

1. During the information session the complainant or respondent may view all materials related to the case, review procedural standards, and discuss options for resolution, which include alternative resolution, no-contest resolution, informal hearing, formal hearing, or an outcomes-only hearing. Options for resolution will be scheduled no sooner than five days after the information session.

2. The Student Conduct Authority will determine what resolution process is appropriate after considering the expressed preferences of any complainants and respondents, and the totality of the circumstances.
   a. An alternative resolution process will only be considered if both a complainant and respondent mutually agree. An alternative resolution process may be considered in cases falling under the jurisdiction of the Title IX Compliance Policy.
   b. If a respondent elects either a no-contest resolution or informal hearing and the Student Conduct Authority deems appropriate, the administrator conducting the information session may immediately facilitate a no-contest resolution process or conduct the informal hearing as the hearing administrator, or schedule the informal hearing or no-contest resolution process to take place within a reasonable time. In cases involving a complainant, the administrator will gather the necessary information and conclude the no-contest resolution or informal hearing within a reasonable time. A no-contest resolution or informal hearing for resolution of a case falling under the jurisdiction of the Title IX Compliance Policy is not permitted.
   c. A formal hearing process will be utilized if elected by the respondent or if determined by the Student Conduct Authority to be the appropriate resolution process based on the totality of the circumstances of the case. If selected, a single hearing
administrator is the only option for a formal hearing if the incident alleges violations of the Sex Discrimination and Sexual Misconduct policy.

d. An outcomes-only hearing may be utilized when a student has been found guilty or at fault in a criminal or civil court with a preponderance of the evidence or higher standard at the discretion of the Student Conduct Authority.

3. When a respondent has two or more outstanding incidents, those incidents may be heard as a single case at the discretion of the Student Conduct Authority.

F. Resolutions

1. Alternative Resolution

a. Alternative resolution is a voluntary process that allows the respondent to accept responsibility for their behavior. The alternative resolution process is designed to eliminate the behavior, prevent its recurrence, and remedy its effects in a manner that meets the needs of the complainant while maintaining the safety of the campus community. The alternative resolution process will only be used with the agreement of both the complainant and respondent and under the direction of the Student Conduct Authority, who may elect to cease the resolution process at any time and revert to an investigation, hearing, or other resolution. The complainant may be a University Official, or a University Official representing a University department.

b. The alternative resolution options available under this Code recognize:

i. Participation in this process is voluntary and either the complainant or respondent can choose to end the process at any time prior to signing a resolution agreement.

ii. Both the complainant and respondent must participate in individual information sessions with appropriate staff to learn more about the resolution process prior to participating.

iii. The process is only intended to be used once by a respondent, and may not be considered if a respondent has previously been alleged to have violated the Code. Further, the resolution process will not be considered for any incident that alleges any of the following: violence against a member of a vulnerable population, such as a minor or individual with a developmental disability; the use of a weapon; significant physical injury; that there are multiple alleged perpetrators of violence; or that the respondent has engaged in violence against multiple individuals.

iv. If the complainant and respondent mutually agree to participate in an alternative resolution process, they must agree to follow a timeline to be established in the information session for meeting schedules and response deadlines. An agreement resolution must be reached within 30 calendar days from agreement to proceed with the alternative resolution process. The University reserves the right to adjust established timelines if necessary to accommodate for limited staffing resources or other unforeseen circumstances.

v. The complainant and respondent must agree to all terms established upon agreeing to engage in alternative resolution, or the case will be resolved through an investigation or other resolution process pursuant to the Code.

vi. The respondent may be charged with a violation of the Code for failure to adhere to the requirements laid out in the resolution agreement.

vii. Resolution agreements that are finalized through the alternative resolution process are not categorized as a student conduct record at the University, but
can be referred to as an aggravating factor in assigning outcomes in the event of any future violations.

viii. Resolution agreements must be signed by both the complainant and respondent as well as the Student Conduct Authority, Assistant Dean of Investigations or Executive Director of Housing. If an agreement is unable to be reached, the matter will be referred to the Student Conduct Authority for further action or adjudication.

ix. Resolution agreements reached at the conclusion of the resolution process are final and not subject to any other review or appeal. Individuals participating in the resolution process and mutually agree with the final resolution are waiving the ability to utilize a formal investigation and hearing process through the Student Conduct Authority.

c. Both the complainant and respondent may be accompanied by an advisor at any meeting during the alternative resolution process.

2. No-Contest Resolution

a. A respondent may elect to resolve an outstanding violation(s) through a no-contest resolution in lieu of a hearing if deemed appropriate by the Student Conduct Authority and if the student accepts both responsibility for the alleged violation(s) and assigned outcomes.

b. In a no-contest resolution, because the student accepts responsibility, the proceeding will be focused on potential appropriate outcomes.

c. No-contest resolutions may take place during the information session or scheduled within a reasonable time thereafter.

d. No-contest resolutions are noted as a finding of responsibility for violation(s) of the Code and are considered a student conduct record.

e. No-contest resolutions are not permitted for cases falling under the jurisdiction of the Title IX Compliance Policy.

3. Informal Hearing

a. A respondent may elect to resolve an outstanding violation(s) through an informal hearing if deemed appropriate by the Student Conduct Authority. Informal hearings are typically utilized when there is not conflicting, complex, or additional information that would be best examined through a formal hearing setting.

b. Informal hearings may take place as an element of the information session or scheduled within a reasonable time.

c. The respondent may provide information including reports, witness statements, communications, or other documentation in the hearing.

d. A hearing administrator may temporarily adjourn the informal hearing if the administrator determines that further review of clarification is necessary including, but not limited to interviewing the complainant or witnesses.

e. A hearing administrator may utilize information gathered from information sessions, investigation meetings, or other proceedings involving students from the same incident in making a determination on responsibility. If such information is under consideration, a respondent will be informed of the information and have an opportunity to respond.

f. Informal hearings are not permitted for cases falling under the jurisdiction of the Title IX Compliance Policy.

4. Formal Hearing
a. A formal hearing may be heard by a single hearing administrator, Administrative Hearing Panel, or Residential Conduct Board. For cases that include allegations of sex discrimination or sexual misconduct either under the Student Conduct Code or the Title IX Compliance Policy, if a formal hearing is selected, the hearing will be conducted by a single administrator.

b. Notice of a formal hearing, including the identity of the hearing administrator or body, will occur at least five business days prior to the hearing. Any objection regarding selected hearing administrator or hearing body must be submitted three business days prior to the start of a hearing.

c. Formal Hearing Guidelines

i. Private hearing. A formal hearing is conducted in private. The complainant(s) (if applicable), respondent(s), and advisor(s) are allowed to attend the entire portion of the hearing at which information is presented. Admission of any other individual to the hearing is at the discretion of the Student Conduct Authority.

ii. Scheduling. Formal hearings are scheduled based on the availability of the complainant(s) (if applicable), respondent(s), person providing information on behalf of the University, and the hearing body. Student availability is determined based on academic class schedules and requirements. Absent exigent circumstances, lack of availability based upon personal matters, employment schedules, or the availability of an advisor, advocate, or legal representative are not considered in scheduling a formal hearing. A student should select as an advisor a person whose schedule reasonably allows attendance at the scheduled date and time for the hearing.

iii. Witnesses. In a formal hearing, appropriate witnesses identified by the Student Conduct Authority, complainant(s), or respondent(s) may be invited to the hearing to provide information in support of, or challenging responsibility of the alleged violation(s). Absent extraordinary circumstances, any witnesses must be identified at the information session or by the date otherwise given in a notice of allegations or other communication from the Student Conduct Authority. Witnesses will be invited by the Student Conduct Authority. Formal hearings will be scheduled within a timeframe to allow witnesses reasonable notice to participate, but a proceeding will not be unreasonably delayed or disrupted based on the availability of witnesses. In the case of a formal hearing, the University will make reasonable efforts to secure in-person testimony from law enforcement officers in cases where a student conduct charge results from an incident that was reported to law enforcement, and any University personnel who were involved in investigating a matter. However, sworn affidavits of law enforcement officers and official university reports may be considered by a hearing body in the absence of in-person testimony of the law enforcement officer or appropriate University employee(s), provided that the hearing body reasonably finds that the affidavit or report is otherwise reliable and the respondent has an adequate opportunity to respond to all facts alleged in the affidavit. Other written witness statements will be accepted for review in a formal hearing if the witness does not attend at the discretion of the hearing administrator or body. However, such statements will not be considered as having equal weight as witness information presented in a hearing, and cannot be used as the sole information supporting a finding of responsibility. In formal
hearings of cases falling under the jurisdiction of the Title IX Compliance Policy, witness statements may be relied upon for determination of responsibility if subject to cross examination as described in the Title IX Compliance Policy.

iv. Questions. The hearing administrator or body may pose questions directly to any individual providing information in the hearing. The complainant(s) (if applicable), respondent(s), and/or advisors, advocates, or legal representatives may propose questions to be answered by any individual providing information during a disciplinary proceeding. The hearing administrator or chair will retain the responsibility to determine whether questions or potential information are appropriate for review as part of the formal hearing at their discretion. In formal cases falling under the jurisdiction of the Title IX Compliance Policy, questioning of participants in the hearing and determinations of relevancy will be made as described in the Title IX Compliance Policy.

v. Information.

a. Additional information, including, but not limited to, reports, witness statements, communications, or other documentation may also be reviewed in a hearing. Any such documentation that was reasonably available during a University investigation, but which was not provided during the course of the investigation by individuals afforded an opportunity to do so, will not be considered. Any additional information must be submitted to the Student Conduct Authority immediately upon discovery of such information. In cases falling under the jurisdiction of the Title IX Compliance Policy, information will be relied upon for determination of responsibility if subject to cross examination as described in the Title IX Compliance Policy.

b. Individuals may decline to provide information or answer questions posed in a hearing. However, the hearing body will make a decision on responsibility after considering the information that is shared as a part of the formal hearing.

c. Past behavior of the respondent(s) or complainant(s) will be excluded from the hearing unless deemed relevant by the administrator or chair of the hearing body.

d. Past behavior of a respondent may be reviewed as an aggravating or mitigating factor for consideration in assigning appropriate outcomes if the respondent is found responsible for a violation.

e. Complainants and respondents may submit an impact statement to the appropriate Student Conduct Authority three business days prior to the formal hearing. Impact statements are considered an element of the hearing record and accessible for review by a complainant and respondent in the event there is a finding of responsibility. If applicable, the complainant and respondent may review the impact statement and provide a response within a reasonable time and by such method as determined by the Student Conduct Authority.

f. Consideration of information for a determination regarding responsibility is limited to that information presented in the formal hearing. Information that is discovered in a separate hearing or proceeding originating from the same reported incident may be introduced in a formal hearing.
5. Outcomes-Only Hearing
   a. The Student Conduct Authority may determine that an outcomes-only hearing is appropriate to resolve a case where a student is found guilty or at fault in a criminal or civil court based on a preponderance of the evidence or higher standard.
   b. Outcome-only hearings may take place as an element of the information session, be scheduled within a reasonable time, or be conducted in writing with the consent of the student. If a student does not participate in the hearing, the Student Conduct Authority will issue the appropriate outcomes based on the information available.
   c. The respondent may provide information, including an impact statement, for consideration.
   d. An outcomes-only hearing is not permitted for violations charged under the jurisdiction of the Title IX Compliance Policy.

6. General Guidelines
   a. Basis for decision(s). The basis for any decision of responsibility in an informal or formal hearing will be whether upon a preponderance of the information, it is more likely than not that a violation or violations of the Code occurred. The burden to demonstrate that this standard has been met rests with the University, and all respondents are considered to be not responsible for a violation until and unless a hearing body makes a finding of responsibility.
   b. Informal procedural standards. Formal rules of process, procedure, and/or technical rules of evidence such as are applied in criminal or civil court are not used in student conduct proceedings.
   c. Personal health and safety accommodations. The Student Conduct Authority may accommodate individuals with concerns for their personal health or safety during a proceeding or hearing by providing separate facilities or physical dividers, and/or by permitting participation by video conference or other viable means as determined by the Student Conduct Authority as appropriate and do not infringe upon fundamental due process.
   d. Accommodations for qualified individuals with a disability. Any student with a qualified disabling condition may work with the Office of Accessibility Services (OAS) to request a reasonable accommodation in order to equally participate in the student conduct process. All requests for reasonable accommodations must be made either through the Office of Student Conduct and Community Standards or the OAS. All accommodation requests must be made in a timely manner and coordinated with the student's appropriate disability specialist within the SDRC. Non-students may make a reasonable request for accommodation with the Student Conduct Authority.
   e. Decision in absentia. If a complainant, respondent, or witness does not appear for a proceeding or hearing after notice, the Student Conduct Authority or hearing body may postpone the proceeding or review any information in support of or challenging the violations in the individual's absence and determine a finding regarding responsibility and any related outcomes based upon the available information.
   f. Status pending conduct proceedings.
      An individual who leaves the University before a conduct matter or assigned outcomes are resolved or completed may be prohibited from future enrollment.
or obtaining University records until the matter is resolved. Degrees, credentials, transcripts, enrollment certifications, diplomas, or other academic records may be withheld until the matter is resolved including completion of any assigned outcomes or suspension period. Final determination in a case that occurs after the awarding of an academic degree or credential with a result of expulsion may result in revocation of the academic degree or credential.
g. Any question of application of or objection to procedural standards, authority, scope or other provisions of the Code must be referred to the Director of Student Conduct and Community Standards at least three days prior to a conduct hearing.
h. A hearing body or the Student Conduct Authority may impose other reasonable procedural requirements for the orderly administration of student conduct proceedings, provided that such requirements are not inconsistent with this Code and do not infringe upon a student’s procedural due process rights.
i. Joint hearing. In cases involving more than one respondent, whether a formal or informal hearing, the hearing body may permit the hearing concerning each student to be conducted either separately or jointly.
j. Hearing audio record. There will be a single record, such as a digital audio recording of all disciplinary proceedings. Deliberations will not be recorded. This recording will be the property of the University but will be made available for the complainant(s) or respondent(s) to review upon request. Any recordings of the hearing without the acknowledgement and permission of involved individuals is prohibited.

G. Outcomes
Outcomes are interim action(s) or final status or education assignments that alone or in any combination are assigned to a student as an interim health or safety measure or as a final outcome at the conclusion of a resolution process.

1. Interim Health and Safety Actions. Interim actions may be initiated to protect the health or safety of individuals involved in an incident or investigation or in circumstances when a student is alleged to have engaged in conduct that poses a substantial risk to the University community or operations. IHSA’s may be issued in conjunction with, or pending the outcome of, an investigative or adjudicative process of the Student Conduct Code, Student Organization Conduct Code, Sex Discrimination and Sexual Misconduct policy, or Title IX Compliance Policy. For cases falling under the jurisdiction of the Title IX Compliance Policy, an interim health and safety action temporarily separating a student from the University or precluding participation in a course or courses must only be assigned when there is an immediate threat to physical health or safety of an individual that arises out of a report or formal complaint, or other aspect of the procedures described in the Title IX Compliance Policy. Other supportive measures and remedies may be instituted as described in the Title IX Compliance Policy.
   a. Interim action(s) will be communicated in writing consistent with the notice provisions of this Code.
   b. Interim action(s) are temporary measures applied through the duration of an investigation and/or resolution process and do not replace a resolution process as outlined in this Code.
c. A student may request a review of an interim action in writing to the Dean of Students. The scope of the request is limited to whether the interim action(s) should remain in place, based on the information available. The respondent in an IHSA is afforded an opportunity to respond to the allegations or information presented by the University as the basis for the IHSA. The Dean of Students will schedule a review meeting with the requesting student within three business days of receiving the written request. The requesting student may provide information including reports, witness statements, communications, or other documentation in the meeting. When applicable, a complainant may provide information to the Dean of Students for purposes of this review. Interim actions may be affirmed, modified, or lifted as a result of a requested review. The Dean of Students or designee will communicate the final decision in writing within one business day of the review meeting.

d. Interim Action(s) may include any actions deemed appropriate to mitigate the threat to health, safety, or welfare of the University community or individuals involved in an incident, ranging from interim suspension to restrictions on participation in university-sponsored programs or activities or presence on campus.

2. Status Outcomes

The outcomes listed below are not intended to serve as an exhaustive list of all outcomes the University may be able to utilize regarding a given student conduct concern.

a. Reprimand. A notice in writing to the student that the student is violating or has violated University expectations for behavior and that further violations may result in more severe disciplinary action.

b. Housing Probation. This status is assigned to a student for a specified period of time. While on this status, any further violation(s) may result in termination or reassignment of housing. In addition, this status constitutes a disciplinary record that will remain on file with the Student Conduct Authority in a manner consistent with University records retention policies.

c. Termination or reassignment of housing. Removal or reassignment of an individual in University housing after a specific date and for a specified period of time. If removed, the student may be restricted from entering all University residence halls. This status constitutes a disciplinary record that will remain on file with the Student Conduct Authority in a manner consistent with University records retention policies.

d. Disciplinary Probation. This status is assigned to a student for a specified period of time. While on this status, any further violations may result in suspension or expulsion from the University. Other restrictions that may be placed upon a student on disciplinary probation 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 facilities or campus areas, or contact with any specified individual(s). In addition, this status constitutes a disciplinary record that will remain on file with the Office of Rights and Responsibilities in a manner consistent with University records retention policies.

e. Suspension. Separation from the University after a specific date and for a specified period. Through the duration of the suspension period the individual may be restricted from University property and may be required to provide prior
notice and receive approval from the Student Conduct Authority for the purpose of conducting University business. Before a student may be readmitted to the University after a designated period of time, that person must meet with the Dean of Students to show satisfactory completion of any assigned directives or to discuss stipulated conditions set for their return to the University. In addition, this status constitutes a disciplinary record that will remain on file with the Office of Student Conduct and Community Standards indefinitely. The University will withdraw the student from any current courses and cancel any future enrollment. Whether an individual is eligible for a refund upon withdrawal or cancellation is dependent upon the University’s refund schedule. Depending on the length of the suspension, a suspended student may be subject to University policies and requirements regarding readmission. If a student is required to apply for readmission, readmission is not guaranteed after a period of suspension is served; and the student is responsible for communicating with the Office of Admissions to identify appropriate process (es) for re-entry at the expiration of the suspension period and when any terms of suspension or other outcomes are satisfied.

f. Expulsion. Separation from the University without the possibility of readmission. The University will withdraw the student from any current courses and cancel any future enrollment. Whether an individual is eligible for a refund upon withdrawal or cancellation is dependent upon the University’s refund schedule. In addition, the individual may be restricted from University property. This status will be noted on the individual’s academic transcript and will constitute a disciplinary record that will remain on file with the Office of Student Conduct and Community Standards indefinitely.

g. Degree Withdrawal or Revocation. A degree may be withdrawn or revoked when a student has graduated and an incident occurred before graduation in the following circumstances:

i. The student has a pending conduct hearing that was scheduled before or as the student graduated; or

ii. At any time after the student has graduated or received a degree, the University becomes aware of an incident involving an alleged violation of this Code that took place before the student graduated or received a degree from the University.

The student will receive the degree once the matter is resolved and any outcomes (when applicable) are completed unless the outcome is expulsion, in which case the degree may be revoked.

3. Education Outcomes
   a. Service Hours. Completion of service under the supervision of a University department or outside agency.
   b. Discretionary outcomes. Work assignments, essays, presentations, research projects, conduct contracts, or other discretionary assignments.
   c. Master Education Plan. Develop a master education plan with the aid of the Student Conduct Authority and assigned mentor with continuous evaluation and support for a specified period of time.
   d. Counseling Assessment. Referral for assessment at University Counseling Center for alcohol/drug concerns, general mental health, or other wellness concerns.

4. Administrative Directive Outcomes

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a. Restitution. Compensation for loss, damage, or injury to University property. This may take the form of appropriate service, monetary, or material replacement.

b. No contact directive/extension of existing no contact directive. A no contact directive is an official University directive that serves as notice to an individual that they must not have physical contact with or proximity to, or direct verbal, electronic, written, and/or indirect communication intentionally made through another individual for a specified period of time. This may be a new directive, extension of an existing directive, or include altered or additional parameters or instructions to an existing directive. No contact directives may only be removed prior to the specified period of time at the discretion of the Student Conduct Authority and at the written request of all involved individuals.

d. Loss of privilege. Denial of any specified privilege for a specified period of time. Examples include, but are not limited to: guest privileges, restriction from a University event or program, or restriction from an area or building.

e. Parental notification. Notification may be sent to parents or guardians of a student who is under 18 years of age, or financially dependent on their parents or guardians, depending on the circumstances surrounding the incident. Parents or guardians may also be notified of alcohol and other Drug incidents for students under 21 years of age, regardless of financial dependency or resulting outcome.

f. Behavioral Plan. This is a directive to the student from the Student Conduct Authority and/or in consultation with another appropriate office (including, but not limited to Housing, Title IX, etc.) which outlines expected behaviors to aid in a student’s success.

5. Alternative Resolution Agreement Outcomes

   a. Any individual or combination of outcomes listed in the education outcomes section of this policy.

   b. Administrative directive outcomes including, but limited to restitution, no contact directive or extension of existing no contact directive, loss of privilege and behavior plan as defined in the administrative directives outcomes section of this policy.

   c. Voluntary time away from the University for a specified period of time.

H. Appeal Procedures

1. Student appeal. Both a complainant (if applicable) and a respondent are afforded a single opportunity to appeal decisions and/or any outcomes issued by a hearing body within five business days of the date of the written decision and outcomes. Only complainants who are students are eligible to submit an appeal request with the exception of cases of sex discrimination or sexual misconduct or Title IX Compliance Policy violations in which a complainant may submit an appeal regardless of student status. Any interim actions will remain in effect at the discretion of the Student Conduct Authority, however any outcome(s) resulting from the original hearing decision will be held in abeyance pending the conclusion of the Florida State University appeal process. A complainant (when applicable) and a respondent will be notified of an appeal submission by the other individual, given the opportunity to review the submitted appeal request, and given the opportunity to submit a response.
2. Required Format. All appeal requests must be in writing using the appropriate form, identify the basis or bases for appeal, and include any supporting documentation the appealing individual or student wishes to be considered.

3. Scope of Review. Deference is given to the original hearing body’s findings of fact and decision on responsibility and/or any outcomes; therefore, the burden is on the individual filing an appeal request to sufficiently demonstrate cause to alter the decision of the hearing body or any outcomes. An appeal review will generally be limited to a review of the record of the hearing and supporting documents for one or more of the bases of appeal listed below, provided however, that under extraordinary circumstances the appeal administrator may request additional information or clarification from the University, investigator(s), hearing body, Student Conduct Authority, complainant, respondent, or witnesses for purposes of this review.

4. Appellate Administrator(s). The Vice President for Student Affairs designates University administrators to facilitate policies and procedural standards as outlined in this Code, including appellate review. All intermediate appellate reviews are considered recommendations for review and action for the Vice President for Student Affairs’ final agency action on behalf of Florida State University:
   a. Decisions of the Administrative Hearing Panel, Student Conduct Board, or hearing administrators appointed by the Office of Student Conduct and Community Standards may be appealed to the Dean of Students.
   b. Decisions of the Residential Conduct Board or administrators appointed by University Housing may be appealed to the Executive Director of University Housing.
   c. Decisions of the Dean of Students may be appealed to the Vice President.

5. Bases for Appeal. Appeal reviews are not a “re-hearing” of a student conduct matter, rather, a review of process and submitted information to ensure stated procedural standards were followed. Appeal considerations are limited to one or more of the following bases:
   a. Process Review. That the proceeding was not conducted in accordance with established procedural standards. Such procedural errors must have substantially affected the outcome of the hearing.
   b. Bias Review. That the proceedings were not conducted without bias or prejudice on the part of the hearing body. May include but is not limited to demonstration of a conflict of interest, or failure to objectively evaluate all relevant information.
   c. Information Review. That the information presented in a proceeding does not support the finding of the hearing body that a violation of Code exists.
   d. Outcome Review. That the outcomes are extraordinarily disproportionate given the nature of the violations and any aggravating or mitigating circumstances presented.
   e. New Information. That new information exists that was not known to the individual appealing and could not reasonably have been known or discovered at the time of the original proceeding, and which would have substantially affected the outcome of the proceeding. This does not include statements from a complainant or respondent who did not appear for a proceeding or hearing.

6. Appeal Decision. An appeal administrator reviewing an appeal request may make one of the following recommendations:
a. Affirm. The administrator may affirm the decision and/or outcomes of the original hearing body.
b. Alter outcome. The administrator may alter the outcome(s) issued by the original hearing body. Alteration in the outcome may include reducing or increasing the severity of outcome(s) or requirements.
c. New hearing. The administrator may determine a new hearing by a different hearing body is warranted to correct procedural irregularity or to consider new information. A student may appeal any decision by a hearing body assigned to adjudicate a new hearing.
d. Remand. The administrator may direct the original hearing body to review their original decision subject to any instructions from the appeal administrator. The hearing body may affirm its original decision or render a new decision consistent with those instructions. A student may appeal a decision made on remand; however if a hearing body affirms its original decision, a student may not appeal the decision on the same grounds as in the previous appeal.

7. Final Agency Action. The appeal administrator will forward findings and recommendations to the Vice President for Student Affairs for review. The Vice President’s review and decision is considered the final decision of the University and will be communicated in writing within fifteen business days to the respondent and if applicable, simultaneously to the complainant. This timeline may be extended if necessary in consideration of the record on appeal. Final agency action decisions are only appealable by writ of certiorari to the Second Judicial Circuit in and for Leon County, Florida.

I. Record Keeping Practices.

1. File maintenance. A student who participates in a student conduct process as a complainant, respondent or witness has a file created and maintained by the Office of Student Conduct and Community Standards or University Housing respectively. Files are maintained in a manner consistent with University record retention policy and in compliance with Florida Public Record Law. Files regarding cases resulting in a respondent’s suspension or expulsion are maintained indefinitely.

2. Access to and Copies of Records. Students are permitted access and review of their records pursuant to FERPA for the purpose of reviewing information that is subject to consideration as part of a student conduct proceeding.

3. Transcriptions of hearings. Any student desiring a transcript of a recorded hearing that is a part of their education record 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.

4. Petition for clearing a disciplinary record. Student conduct records may be cleared upon review and approval by the Dean of Students. When a record is cleared, the information it contains is no longer considered a disciplinary record. However, the University may be required to produce the record regardless of its status in order to comply with a subpoena or other information request consistent with federal or
state law. The University is required by law and policy to retain student education records for specified periods of time, and for certain purposes. Clearing a record affects only information maintained by the Office of Student Conduct and Community Standards and University Housing, respectively. Copies of letters distributed by or to other University departments, incident reports, police reports, and the results of previous background checks reported outside of the Office of Student Conduct and Community Standards are not affected by this process. Petitions for clearing a record may be made no sooner than one year after the date of the respondent’s last finding of responsibility from the student conduct process or one calendar year prior to their anticipated graduation, whichever is later. The request must be made in writing to the Dean of Students and will not be granted for conduct that resulted in suspension or expulsion from the University. A petition may also be denied for any records related to conduct that posed a threat to a member of the University community or serious damage to University property.

Law implemented 1011.48 FS History-New 9-30-75, Formerly FSU-3.04, New, Effective July 1, 2021 (for 90 Days)
Effective July 1, 2021 (for 90 Days)
FSU-ER21-2 Student Organization Conduct Code [Emergency Regulation]

[Note: Emergency Regulation showing changes from current FSU-3.0041 Student Organization Conduct Code]

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I. Introduction

The Student Organization Conduct Code (further referred to as “Code”) emphasizes Florida State University’s (further referred to as “University”) 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 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.

The University is proud of the plethora of student organizations thriving on campus. Student organizations play a key role in the campus culture at the University and are valuable in upholding the
values of the University. Student organizations are the backbone of student engagement at the University. Students can select academic, social, service, honorery, sports clubs, political, religious and many other organizations to connect with during their time at the University. Student organizations at the University are actively involved in leading, supporting, and serving the University community. Student organizations foster interpersonal relationships, explore educational opportunities, develop professional skills, and enhance academic experiences. Student organizations provide students spaces to develop skills for life after graduation as active citizens.

The Student Conduct Authority at the 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. The Student Code of Conduct and Student Organization Code of Conduct reemphasize the dignity and worth of each person and substantiates the need for an inclusive environment to support the betterment of all persons associated with the University. “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” (General Bulletin, Florida State University, 2016).

The University fully recognizes and values the right of all students and individuals to seek knowledge, debate ideas, form opinions, and freely express views in accordance with the expectations set forth in this Code. This right must be exercised in a manner which will not interfere with the same rights and freedoms of others in their enjoyment of the benefits of the programs offered by this University, or their lawful use of University facilities, including ingress and egress (for more information, see the University’s Freedom of Expression Rights and Responsibilities regulation). Additional expectations for student organizations are outlined in University rules, regulations, and/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 organization’s conduct warrants modification of or restriction upon that privilege.

II. Definitions
Terms specific to conduct prohibited by the Sex Discrimination and Sexual Misconduct policy (FSU Policy 2-2 supplemented by 2-2a relating to Title IX specific requirements, also referenced as Title IX Compliance Policy) are defined in Appendix D of 2-2; Definitions and accessible at https://regulations.fsu.edu/policies/office-president

A. Advisor. The term “advisor” means any one person chosen by a complainant, student organization representative, or witness to provide guidance throughout the student organization conduct process. Individuals are highly encouraged to select an advisor with reasonable availability.

B. Alternative Resolution. If deemed appropriate by the University, complainants, and the responding student organization may agree to forego a student organization conduct process in favor of reaching a mutually agreed upon resolution. The University adopts the resolution of the Alternative Resolution process in lieu of adjudicating the case, and failure to adhere to the agreed-upon resolution by any individual or the student organization may result in further student organization conduct action.

C. Day. The term “day” refers to any weekday Monday through Friday in which the University is in operation. This includes days when the University is in operation but classes are not in session.

D. Hearing. The term “hearing” means an informal or formal disciplinary proceeding, conducted by a hearing body in accordance with the Code, following which determinations of “responsible” or “not
responsible" are made with regard to alleged Code violations and outcomes are assigned as appropriate. Alternative dispute resolution proceedings, information sessions, investigation meetings, or other meetings conducted by the University are not considered to be a disciplinary proceeding.

E. **Hearing Body.** The term "hearing body" means any person or persons authorized in the Code to conduct hearings, make a finding of whether a Student Organization has violated the Code, and recommend or assign outcomes as appropriate.

F. **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 the definition of "University" below.

G. **Organization Facility.** The location where organization events occur. This may include a live-in component for members.

H. **Organization Event.** An organization event is defined as any event consisting of prospective, new, active, recently active, and alumni members (or some combination thereof) that a reasonable observer would associate with the Student Organization, or was sponsored, financed, or endorsed by the Student Organization, or required advanced planning on behalf of the Student Organization.

I. **Policy.** The term "policy" means the written statements 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, policies adopted by the President or Vice Presidents, the Student Organization Conduct Code, the Undergraduate General Bulletin, the Graduate Bulletin, the Student Policy Handbook, the Registration Guide, the Guide to Residence Living, the Sex Discrimination and Sexual Misconduct policy, and other written requirements of departments and other written requirements of departments, organizations, and clubs.

J. **Preponderance of the Information.** "Preponderance of the information" is the standard of evidence upon which a determination of "responsible" or "not responsible" is made, and is used in adjudicating all student organization cases under this Code. It means that the information, as a whole, demonstrates it is more likely than not that the fact sought to be proved is true.

K. **Student Organization.** The term "student organization" refers to a Student Organization that has been approved by Student Activities, as designee of the Vice President for Student Affairs, to function at the University. Further stipulations regarding recognition are outlined in FSU-3.0015 Student Organizations and Activities. In this Code, the term "student organization" also refers to a student group which is defined as 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, student organizations that are no longer recognized by the University and/or (inter)national organization.

L. **Complainant.** The term "complainant" refers to any individual or student organization who is alleged to be the victim of conduct that could constitute one or more violation(s) of the Code. The complainant is the individual or student organization who is affected, and files a report or formal complaint, or on whose behalf a report or formal complaint is filed.

M. **Responding Student Organization.** The term "responding student organization" refers to a student organization that has been reported to be the perpetrator of conduct that could constitute one or more violation(s) of the Code.

N. **Report.** The term "report" refers to information submitted to a Student Conduct Authority alleging conduct that could constitute one or more violation(s) of the Code.

O. **Formal Complaint.** The term "formal complaint" refers to information from a complainant or a University official alleging conduct that could constitute one or more violation(s) of the Code by a responding student organization.
P. **Student.** The term “student” applies to any individual meeting one or more of the criteria below. The term applies to all campus, sites, locations and delivery methods of credit-bearing course offerings.

1. **Admitted.** Any person, regardless of academic career, who is admitted to the University and is present on campus for the purpose of participating in any University program, course, or activity leading toward to enrollment, including but not limited to orientation, graduate student orientation, teaching assistant orientation, or workshops.

2. **Enrolled.** Enrolled in any credit-bearing course or program offered by Florida State University at the time any alleged violation(s) occurred.

3. **Active student.** Any person who has been enrolled at the University and continues to be associated with the University in order to complete the course or program in which the student was enrolled. “Active” status is determined by academic policy and is enforced by the Registrar’s Office. This can include periods of non-enrollment during which the student is still eligible to enroll in classes. The term also includes any student who has been issued an Interim Health and Safety Action (IHS) pending the outcome of a student conduct proceeding.

4. **Dual enrollment.** Any student enrolled in a credit-bearing course on a dual-enrollment basis. Jurisdiction over a dual-enrollment student’s conduct will be determined in consultation with appropriate officials at the student’s home institution.

Q. **Student Conduct Authority.** The term “Student Conduct Authority” refers to an individual or administrative unit whose administrative duties include the administration of the student conduct process, including formal, informal action, or alternative resolution. See the section on “Authority” for more information.

R. **Student Organization Representative.** A student designated by a Student Organization to serve as its representative through any Student Organization conduct proceedings. Typically, this individual serves on the executive board of a Student Organization and may particularly serve in the role of president. In some cases, a representative of the (inter)national headquarters or leadership may be designated by a(n) (inter)national organization to represent the Student Organization, however this role is separate and apart from that of an advisor, including but limited to legal counsel. The Student Conduct Authority may choose to require a Student Organization to designate a non-student representative or designate a different student representative when deemed necessary.

S. **University.** The term “University” means Florida State University, each of the programs and activities under its control and all property owned, leased, used, or controlled by the University, including all branch campuses, facilities, and University International Programs’ locations and properties.

T. **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 student organizations and their members (active or inactive), officers, guests, contractors, and agents.

U. **University Official.** The term “University official” means any person assigned to engage in teaching, research, administrative, professional, or other responsibilities while acting within the scope of their employment or volunteer role with the University.

V. **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 Conduct and Community Standards to adjudicate student organization conduct cases as a hearing body excluding cases of alleged violations of the Sex Discrimination and Sexual Misconduct policy and cases that may result in a responding student organization’s suspension or loss of recognition.
W. **Administrative Hearing Panel.** The term “Administrative Hearing Panel” refers to a group of Student Conduct Board members in addition to faculty or staff selected and trained by the Office of Student Conduct and Community Standards who serve as a formal hearing body with responsibility for adjudicating Student Organization conduct cases. Panels are composed of two (2) faculty or staff members, both designated by the Director of Student Conduct and Community Standards, and three (3) Student Conduct Board members.

X. **Single Hearing Administrator.** Any faculty or professional staff member at the University designated and trained by the Office of Student Conduct and Community Standards to facilitate meetings or information sessions and administer alternative resolutions, or to serve as the hearing body for informal or formal hearings.

Y. **Consent.** As related to alleged violations of the Code not involving sex discrimination or sexual misconduct, consent is the voluntary, informed, and freely given agreement, through words and/or actions, to participate in mutually agreed-upon behavior or activity.

Z. **Law Enforcement Affidavit.** The term “law enforcement affidavit” means a sworn statement or report by a duly authorized law enforcement officer that may be relied upon by a hearing body in a student conduct proceeding with the exception of a formal hearing in a Title IX process. In those cases, only, information may only be relied upon as described in the Title IX Compliance Policy.

AA. **University Official Report.** The term “university official report” means a narrative or document prepared by a University employee in the course of their employment that provides information about an incident. Examples include, but are not limited to, Title IX Office investigation reports and University Housing Incident Reports. In the case of a Title IX formal hearing, information may only be relied upon as described in the Title IX Compliance Policy.

BB. **Witness Statement.** The term “witness statement” means a narrative or document that is not part of a law enforcement affidavit or university official report and that is prepared and submitted as a part of the reporting of an incident or in lieu of a witness’s live appearance at a conduct proceeding, which provides the information that the witness has regarding an alleged violation of the Code. In the case of a Title IX formal hearing, a witness statement may only be relied upon as described in the Title IX Compliance Policy.

CC. **Student Organization Member.** A University student currently enrolled in classes who participates in a Student Organization. Student Organization participation may include, but is not limited to, paying dues, being listed on a roster, participating in activities or meetings, or receiving communication from the Student Organization.

DD. **Informal Resolution.** The term “informal resolution” means the process by which a student organization may accept responsibility and outcomes, or not contest responsibility for an alleged violation of the Student Organization Conduct Code. This resolution is noted as a finding of responsibility and results in a conduct record for the responding student organization.

EE. **Notice.** Notice is considered given to an organization when it is sent to the student organization representative’s official University email address, is hand-delivered to the student organization representative or current residence, or upon the University’s receipt of a certified mail return receipt when communication is sent to the local address on file with the Office of the University Registrar, to the permanent address on file if a local address has not been provided, or to the address of the national organization when applicable.

FF. **University Program or Activity.** The term “University program or activity” includes locations, events, or circumstances over which the University exercised substantial control over both the respondent and the context in which the conduct occurs, and also includes any building owned or controlled by a student organization that is recognized by the University. A program or activity may include events, programs, and circumstances that occur in person, or a virtual platform, or via
III. Authority
A. Authority for student organization conduct 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 the Director of the Office of Student Conduct and Community Standards.
B. The President, Vice President, and Dean of Students have the authority to designate individuals internal and external to the University as hearing or appellate officers when appropriate.
C. All hearing bodies have the authority to consult with other appropriate University officials in order to effectively resolve a Student Organization conduct case.
D. The hearing decision or recommendation of a hearing body is considered a hearing decision. If a hearing decision is not appealed as provided within the Code, the hearing decision becomes final agency action.
E. The authority of appellate officers is further enumerated in the Code section on “Appeal Procedures.” Appellate decisions are considered recommendations to the Vice and become final agency action upon approval by the Vice President.
F. Any reference in the Code to the role or responsibilities of a specific University official may be delegated by the University official to an appropriate designee.

IV. Scope
Florida State University may address the alleged misconduct of any Student Organization as specified in Section VII. “Violations of Expectations” of this Code pursuant to the following:
A. In any proceeding to determine whether a student organization has violated the Code, the University will apply the substantive code provisions defining conduct violations that are in effect on the date the alleged conduct occurred. The University will apply the procedural standards outlined in section VI. “Procedural Standards”, that are in effect at the time the student organization is provided notice of the specific allegation(s) of code, regulation or other policy violations, regardless of the date of the alleged violation.
B. The Code will apply to student organization conduct that occurs on University premises, at University-sponsored activities and off-campus as determined by the Student Conduct Authority. Factors that will be considered when determining whether to address off campus conduct include, but are not limited to, whether the incident is documented by a verifiable source, adversely affects the University community, occurs at a University program or activity, or endangers the health or safety of a student or others.
C. The Code applies to the University as defined in this Code. Non-substantive procedural modifications that reflect the particular circumstances of each campus or international program are permitted as approved by the Student Conduct Authority.
D. The Code includes procedural standards that apply specifically to the resolution of violations of the Student Organization Conduct Code that are not encompassed under Sexual Harassment as defined in, or that fall outside of the jurisdiction of the Title IX Compliance Policy. The University reserves the authority to determine what level of procedural standards will apply to a report or formal complaint and whether application of the appropriate
procedural standards should change based on new or evolving information regarding a specific case. The University may, in its discretion, address conduct that has been dismissed during or as a result of the Title IX investigation process if the conduct or circumstances fall outside of the jurisdiction of the Title IX Compliance Policy but would fall within the other jurisdictions and provisions of the Code.

E. Student Organization conduct proceedings may be initiated for alleged conduct that potentially violates both law and University policy without regard to the pendency of civil or criminal litigation in court or criminal arrest and prosecution. Proceedings under these procedural standards may be carried out prior to, concurrently with, or following civil or criminal proceedings at the discretion of the Student Conduct Authority. Determinations made or outcomes imposed will not be subject to change because criminal charges or civil complaints arising out of the same facts giving rise to violation(s) of University policy were dismissed, reduced, or resolved in favor of an individual or student organization.

F. The University may adopt the finding of fact in a criminal or civil proceeding with a similar or higher standard of proof and conduct an outcomes-only proceeding if appropriate.

G. The University has up to 180 calendar days to resolve an alleged violation(s) of the Code with a responding student organization upon receipt of a report of a possible violation that includes enough substantive information to conduct an investigation by the Student Conduct Authority or upon receipt of an investigation report from the Title IX Office. However, the University has discretion to extend this time period if deemed necessary to perform a thorough investigation, preserve fundamental due process, or due to other extraordinary circumstances.

H. Student Organization decisions and outcomes may be published by the University.

I. The University may restrict a student's or student members of a student organization's contact with specified individuals when determined appropriate based on the facts or information and circumstances of each unique incident. The Student Conduct Authority can administratively issue such restrictions to any individuals involved in a conflict or incident, regardless of whether a determination of alleged violations has been made. Such restrictions are valid and enforceable only with respect to individuals who are students at the University.

J. The University may determine what University personnel have an educational need-to-know regarding the status and/or outcome of student organization conduct processes and to provide notice to relevant University personnel as determined by the Student Conduct Authority.

V. Amnesty.

A. An element of promoting safety is providing clear, responsible methods of reporting and addressing incidents of misconduct. Therefore, in order to remove potential barriers to reporting, the Student Conduct Authority may in its discretion, not charge a complainant with a violation for conduct originating from the same incident if reported by that student in good faith to a University official, or otherwise discovered in investigation.

B. The University's highest priority is the physical and mental health and safety of students and members of the University community. Therefore, no student seeking assistance for themselves or others as a result of a hazing incident, intoxication, or medical emergency from alcohol or other drugs will be charged with violation of the alcohol, controlled substances, and illegal drug or hazing provisions of this Code if:

1. That student calls local or University law enforcement or medical assistance;
2. That student cooperates fully with University, law enforcement, and medical personnel, as applicable; and
3. That student remains at the scene with the person in need until assistance has arrived.

C. Amnesty provisions may extend beyond individual students to a student organization at the discretion of the Student Conduct Authority.

D. The University recognizes that during times of a public health emergency as declared by local, state, or national authorities the priority of gathering information regarding contact and exposure to contagion may be greater than resolution of a violation of the Student Organization Conduct Code. Therefore, the University has discretion over whether a student organization will be charged with a violation of the Student Organization Conduct Code if information is a result of providing important contact tracing information to the University or public health officials.

VI. Amendments
This Code will be reviewed in its entirety every two years. Any substantive changes will be reviewed by the Vice President and presented to the Board of Trustees for approval. Any amendments can be proposed by University community members for review by submitting to the Vice President for Student Affairs.

VII. Student Organization Responsibility
A Student Organization may be held responsible for the actions of those affiliated with the organization, including but not limited to: one or more of its members (active or inactive), new members, former members, alumni, guests, contractors, and agents if action on behalf of, in the interest of, or as affiliates of the student organization. Every Student Organization 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 Student Organization. Each Student Organization is expected to educate its members regarding their risk management policy and all applicable University policies and state laws.

A. In determining whether a Student Organization 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 members who must be involved in an incident to determine group responsibility. A Student Organization may be subject review under the provisions of this Code for activities not sponsored by the Student Organization where persons present or responsible for the activity are members or guests of members of the Student Organization.

B. Misconduct on the part of the Student Organization may be addressed when factors including, but not limited to the following are found:

1. Members of the Student Organization (active or inactive), new members, alumni, former members, agents, contractors, or guests act together to violate the Student Conduct Code or Student Organization Conduct Code; or

2. Officers or members of a Student Organization are present at a student organization-sponsored, financed, or otherwise supported activity or event; or

3. Student Organization leadership had knowledge or should have had knowledge of the event, or planned unlawful conduct and/or conduct in violation of the Student Conduct Code or the Student Organization Conduct Code before it occurred and failed to take preventative or corrective action or failed to stop unlawful behavior as it occurred at such event; or
4. An event or conduct in violation of the Student Conduct Code or the Student Organization Conduct Code occurred on premises and/or transportation owned, operated, controlled, or rented by the Student Organization; or
5. A pattern of individual violation(s) occurred and/or continues to occur without adequate control, response, or discipline on the part of the Student Organization or its leaders; or
6. The Student Organization or members interfere with the investigation or conduct proceedings of any individuals who are members (active or inactive), new members, alumni, former members, agents, contractors, guests, of the Student Organization.

C. Other Student Organization Privileges and Expectations
   1. There are many privileges and expectations associated with being a Recognized Student Organization (RSO) at Florida State University. Refer to Student Activities regarding the privileges afforded RSO’s on campus and refer to the RSO Handbook for expectations of an RSO.

VIII. Violations
Each Student Organization is expected to abide by these rules of conduct and to be accountable for the behavior of student organization members. Lack of familiarity with University policy is not a justification for violating any provision 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 for violating any provision of this Code. These rules of conduct should be read broadly and are not designed to define prohibited acts in exhaustive terms. See section IX. for Title IX Compliance Policy violations.

A. Sex Discrimination and Sexual Misconduct
   The Student Organization will not participate in, tolerate, or condone any actions defined as “prohibited conduct” in the Sex Discrimination and Sexual Misconduct policy.

B. Title IX Compliance Policy Violations
   The Student Organization will not participate in, tolerate, or condone any actions defined under “sexual harassment” in the Title IX Compliance Policy. Title IX Compliance Policy violations are resolved through specific procedural standards outlined in the Title IX Compliance Policy as well as applicable standards in the Student Organization Conduct Code not in conflict with specific Title IX Compliance Policy provisions. Alleged conduct will be resolved under the jurisdiction of the Title IX Compliance Policy and applicable procedural standards if: i) the alleged conduct may meet one or more of the violations defined as sexual harassment in the Title IX Compliance Policy, and ii) the conduct occurred within the context of a University program or activity within the United States.

C. Endangerment
   1. The Student Organization will not participate in, tolerate, or condone any of the following actions:
      a. Physical violence or unwelcome force against a person or the property of any person or group.
b. Action(s) that imminently endanger the health, or safety of another person or group.

c. Interference with the freedom of another person to move about in a lawful manner by force, threat, intimidation, or other means without consent.

d. Action(s) that endanger the health, safety, or well-being of an animal. 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. This provision does not prohibit any activity conducted as part of an approved academic or research program within the University.

D. Harassment and Bullying Behavior

1. The Student Organization will not participate in, tolerate, or condone any of the following actions:

   a. Conduct, not of a sexual nature, including any gesture, written, verbal or physical act, or any electronic communication (includes text messages and postings on web-sites or social media), that places a person in reasonable fear of harm to their person or damage to their property, infringes upon rights of personal privacy or property, has the effect of substantially interfering with a reasonable person's academic performance or ability to participate in opportunities or benefits provided by the University, or has the effect of substantially interfering with the orderly operation of the University.

   b. Stalking, not of a sexual nature, defined as a course of conduct (i.e. more than one act) directed at a specific individual which would cause a reasonable person to experience substantial emotional distress, or to fear for their safety or the safety of another.

E. Invasion of Privacy

1. The Student Organization will not participate in, tolerate, or condone any of the following actions:

   a. Unauthorized intrusion upon a person's private property or communications.

   b. Unauthorized appropriation and/or use of someone's identifying or personal data or documents.

   c. 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. This section is not intended to restrict recordings of those expressive activities protected under s.1004.097, F.S. or other specific provisions of law.
d. Using electronic or other means to make an oral record of any person where there is a reasonable expectation of privacy without the person’s consent. Such oral communications include, but are not limited to, recordings made using any device and any wire, oral, or electronic communication.

F. Hazing

The Student Organization will not participate in, tolerate, or condone any Student Organization or individual action or situation, which occurs on or off University property, that intentionally, recklessly, or negligently endangers the mental or physical health or safety of a student for purposes including, but not limited to, initiation or admission into or affiliation with any University student organization or other group whether or not officially recognized by the University, or the perpetuation or furtherance of a tradition or ritual of any such student organization or group.

1. Hazing includes, but is not limited to:
   a. Brutality of a physical nature, such as whipping, beating, branding, exposure to the elements, forced consumption of food, liquor, drug, or other substance;
   b. Subjecting a person to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct that could result in extreme embarrassment, or other forced activity that could adversely affect the mental health or dignity of a reasonable person;
   c. Pressuring or coercing a person into violating state or federal/national law and/or University policy;
   d. Interfering with or impeding a person’s academic pursuits, employment, religious observances, or affiliation with other individuals, groups, or activities; or
   e. Otherwise infringing upon a person’s personal or property rights or substantially interfering with a reasonable person’s ability to participate in or benefit from the services, activities, or privileges provided by the University.

A student may commit an act of hazing whether the student is a prospective, current, or former member of the organization or group. The actions of active, associate, new and/or prospective members, former members, or alumni of a student organization or group may be considered hazing under this Code. The following circumstances are not a defense to a violation of this provision: express or implied consent of a victim, the conduct or activity was not part of any official organizational event or otherwise sanctioned or approved by the student organization, or the conduct or activity was not a condition of membership into a student organization.

2. Soliciting another or aiding or assisting another to engage in any act of hazing as defined in this Code, or active involvement in the planning of such action.

3. Observing or participating in any conduct defined as hazing pursuant to the Code by a member of the Student Organization or group who are not themselves a complainant, without reporting the incident to a University official.
G. Alcohol, Controlled Substances, and Illegal Drugs

1. The Student Organization, members, and guests must comply with all federal, state, and local laws pertaining to alcohol. No person under the legal drinking age may possess, consume, provide, or be provided alcoholic beverages.

2. The Student Organization, members, and guests must follow federal, state, and local laws regarding illegal drugs, controlled substances and drug paraphernalia. No person may possess, use, purchase, provide, distribute, sell, and/or manufacture illegal drugs, other controlled substances, or drug paraphernalia while on the premises of or premises under the control of the Student Organization, while attending an organization event, or engaging in Student Organization activities or business, or acting within the scope of membership. The Student Organization may be held responsible for the distribution of illegal drugs and controlled substances in or adjacent to any organization facility or any facility operating as the organization’s facility or in the control of the organization.

3. Alcoholic beverages must either be
   a. Provided and sold on a per-drink basis by a licensed and insured third-party vendor (e.g., restaurant, bar, caterer, etc.); or
   b. Brought by individual members and guests through a bring your own beverage ("BYOB") system. The presence of alcohol products above 15% by volume ("ABV") is prohibited at any organization event, except when served by a licensed and insured third-party vendor.

4. Common sources of alcohol, including bulk quantities, which are not being served by a licensed an insured third-party vendor, are prohibited (i.e., amounts of alcohol greater than what a reasonable person should consume over the duration of an event).

5. Alcoholic beverages must not be purchased with student organization funds or funds pooled by members or guests (e.g., admission fees, cover fees, collecting funds through digital apps, etc.)

6. A Student Organization must not co-host or co-sponsor an organization event with a bar, event promoter or alcohol distributor; however, a student organization may rent a bar, restaurant, or other licensed and insured third-party vendor to host an organization event.

7. Attendance by non-members at any event where alcohol is present must be by invitation only, and the student organizations must utilize a guest list and identification/banding system. Attendance at events with alcohol is limited to a reasonable guest-to-member ratio and must not exceed local fire or building code capacity of the student organization facility or host venue.

8. The Student Organization, members, and guests must not permit, encourage, coerce, or participate in any activities involving the rapid consumption of alcohol, including, but not limited to, drinking games and rapid consumption.

9. Any organization event or activity related to the new member joining process (e.g. recruitment, intake, rush) must be substance free. No alcohol, illegal drugs, or controlled substances may be present if the organization event or activity is related to new member activities, meetings, or initiation into the Student Organization,
including, but not limited, to "bid night," "Big/Little" events or activities, "family" events or activities, and any ritual or ceremony.

10. Hosting by owners, residents, student organization members, or others in control of the organization event where the underage consumption of alcohol, illegal use of controlled substances, or illegal drug use occurs, including in a residence hall room, residence hall common area, or off-campus personal residence or any space that is occupied by, under the control of, or reserved for the use of a Student Organization.

11. Failure of a Student Organization to take all necessary steps to ensure no person under the legal drinking age possesses alcoholic beverages at organization events or within any property or transportation it owns, operates, occupies, and/or rents, or is in control of is a violation of this policy.

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

H. Disruption and Obstruction

1. Student Organizations and student organization members must comply with the lawful order or reasonable request of an identified University official, any non-University law enforcement official, any non-University emergency responder, or any protective order.

2. The Student Organization will not engage in, tolerate, or condone:
   a. Providing false or misleading information by members of the Student Organization, or on behalf of the Student Organization to a University official, law enforcement official, paramedics, or other medical staff. This may include allowing an advisor, advocate, or legal representative to submit false or misleading information on behalf of the student organization.
   b. Providing false or misleading information in a University and/or law enforcement investigation or hearing process.
   c. Acts that disrupt the University student organization or student conduct process or other University investigation, adjudication, or resolution process. Examples may include, but are not limited to: attempting to coerce or influence a person regarding the reporting of a student or Student Organization conduct violation, or a person's participation in any conduct proceeding; avoiding or impeding communication in regard to a conduct proceeding; or actively disrupting a meeting or proceeding.
   d. Informed participation in an event with another student organization and failing to take necessary actions to determine whether a Student Organization is currently on disciplinary probation, recognition is suspended with restrictive conditions, or the student organization has lost recognition.
   e. Unreasonable disruption of peace, academic study, or sleep on or off campus.
   f. Behavior which disrupts or obstructs student learning, instruction, research, administrative, or other University operations or previously scheduled or reserved on-campus activities.
   g. Retaliation against another for making a report of conduct that may be in violation of this Code or other University policy, or participating in an investigation, process, or hearing. Making a report that is not made in good faith may be considered retaliation. See the Sex Discrimination and Sexual
Misconduct policy for prohibited conduct defined as retaliation in that policy.

I. Property

1. The Student Organization will not engage in, tolerate, or condone:
   a. Malicious or negligent defacement, damage, or destruction of public or private property.
   b. Theft, defined as removing or using the property or services of another person, off-campus entity, or of the University, with the intent to permanently deprive the person, off-campus entity, or University of the property or services.
   c. Misappropriation, defined as temporarily removing or using the property or services of another person, off-campus entity, or the University, but without the intent to permanently deprive the person, off-campus entity, or the University of the property or services.
   d. Receipt, possession, sale, or purchase of property or services that are known or reasonably should have been known to have been stolen or obtained through unlawful means.
   e. Entering or using the property or facilities of the University, off-campus entity, or another person without the proper consent or authorization.

J. Other Violations

1. Student Organizations will not engage in, tolerate, or condone the violation of; or the aiding, abetting, furthering, conspiring, soliciting, inciting, or attempting to commit any of the following:
   a. Violation of Federal or State law, local ordinance, or laws of other national jurisdictions.
   b. Violation of any Florida Board of Governors Regulation.
   c. Violation of any other University regulation or policy as defined in section II. Definitions, J. Policy in this Code.
   d. 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.
   e. Violation of policy of local or (inter)national governing entities including but not limited to member councils and (inter)national organizations.

IX. Procedural Standards

A. Advisors

1. An advisor, advocate, or legal representative may be present to advise a student organization, complainant, or witness and may participate in all aspects of any disciplinary proceedings, but shall not testify on behalf of the student organization. In Title IX hearings only, an advisor must conduct the questioning as described in the Title IX Compliance Policy.

2. Consultation with an advisor, advocate, or legal representative during a meeting, proceeding or hearing must take place in a manner that is not disruptive.

3. Identity of an advisor, advocate, or legal representative is required to be reported to the Student Conduct Authority at least three business days prior to a meeting, proceeding, or hearing.

4. Advisors, advocates, or legal representatives may not be individuals who serve other roles in the process as outlined in this Code (i.e. hearing administrator,
witness, etc.), or if service in an advisory capacity would unreasonably conflict with the fair administration of the student conduct process as determined by the appropriate Student Conduct Authority.

5. The University is not responsible for selecting or compensating an advisor, advocate, or legal representative for any student organization navigating the student conduct process. If a student organization does not have access to an advisor for purposes of student organization conduct procedural standards, a list of trained University community members is available upon request for the student organization to utilize if desired.

6. The availability of an advisor, advocate, or legal representative to attend a student conduct meeting, proceeding, or hearing will not unreasonably interfere with or delay the student organization conduct process. For Title IX hearing proceedings, if a student organization's advisor does not appear the University will assign an advisor or delay proceedings as outlined in the Title IX Compliance Policy.

7. Once a meeting, proceeding, or hearing has been scheduled it will rarely be rescheduled due to later unavailability of an advisor, advocate, or legal representative.

8. A representative from the University's Office of the General Counsel may also be present at any meeting, proceeding, or hearing.

B. Reports

1. Anyone may file a report with the University alleging that a student organization has violated the Code. Any report should be submitted as soon as possible after the incident takes place, preferably within 60 calendar days. When there is significant delay, the Student Conduct Authority's ability to resolve an incident may be difficult due to access to reliable information and witnesses. Therefore, the Student Conduct Authority has discretion whether or not to pursue resolution of a report and will only pursue a significantly delayed report when the conduct or responding student organization are deemed to pose a potential threat to the health or safety of an individual or the University community, or other exceptional circumstances.

2. The Office of Student Conduct and Community Standards also may receive reports or information on the disposition of criminal cases from the FSU Police Department, Tallahassee Police Department, Leon County Sheriff's Office, Division of Alcoholic Beverages and Tobacco, other law enforcement agency, or any municipal, state, or federal court.

3. Reports may be accepted through alternate reporting mechanisms at the discretion of the Student Conduct Authority including but not limited to written or verbal communication, published information, or referral from another University department.

4. For reports alleging sex discrimination or sexual misconduct, the reporting process can be found in the Sex Discrimination and Sexual Misconduct policy and/or Title IX Compliance Policy. If a report alleges sexual misconduct and is reported via report.fsu.edu, the Student Conduct Authority will report the matter to the appropriate Title IX Office authority, in accordance with the University's Sex Discrimination and Sexual Misconduct Policy and/or Title IX Compliance Policy. The Title IX office will evaluate the report pursuant to the policy before it will be referred to the Office of Student Conduct and Community Standards to review for possible violations of this Code.

C. Review and Investigation
1. All reported information will be reviewed by an appropriate Student Conduct Authority to determine appropriate next steps.
2. Interim Health or Safety Actions may be issued pursuant to section “F. Outcomes, 1. Interim Health and Safety Action” herein.
3. Investigation
   a. Upon receipt of a report, except for reports that are referred to the Title IX Office, a prompt, thorough, and impartial investigation may be conducted by the Office of Investigations and Assessment or FSUPD if further information is required to determine appropriate resolution by the Student Conduct Authority.
   b. Investigations will include a review of the submitted report, and other additional information, such as that gathered from investigation meetings with involved individuals or groups. Any involved individuals or groups will be interviewed and asked to share information they have regarding the incident including documents (text messages, emails, photos, etc.) and identification of any additional witnesses who may provide direct information regarding the incident.
   c. Students and student organization representatives may be accompanied by an advisor of their choice. Individuals are highly encouraged to participate in the process in order to allow for as thorough an investigation as possible; however, an individual may decline to participate in the investigation process.
   d. At the conclusion of an investigation, the Office of Investigations and Assessment will produce an investigation report and forward to the Student Conduct Authority for determination for next steps including, but not limited to, no action, issuance of an admonishment, referral to another department, governing body, or national organization, or an information session to determine resolution of the allegation of misconduct.

D. Notice of Alleged Violations
1. Absent exigent circumstances, the Student Conduct Authority will notify a responding student organization of any alleged Code violation(s) within seven business days before a disciplinary proceeding.
2. Written notice given to any reporting individual(s) or responding student organizations will include:
   a. Sufficient detail to allow a student organization representative to prepare a response (including source of information, description of the alleged behavior(s), and specific alleged Code violation(s)); and
   b. The date, time, and location of an information session, during which the complainant or responding student organization may view all known inculpatory or exculpatory information related to the allegation, a listing of all witnesses who have or will provide information in a proceeding, receive instruction regarding the student organization conduct process and the student organization’s rights, and discuss the type of resolution process to be utilized.
   c. Notice that a student organization representative may waive the information session and advance directly to a formal hearing process by submitting notification in writing within two business days after the sending of the notice of alleged violation(s). If the information session is waived, not less than five days before any disciplinary proceeding on the charge, a student organization representative will receive a statement of available processes and rights, an opportunity to view all known inculpatory or exculpatory information related to
the allegation and a listing of all known witnesses who have or will provide information a minimum of five days prior to any disciplinary proceeding.

d. A separate notice including the date, time, and location of the disciplinary proceeding (if applicable) will be provided a minimum of seven days before any such proceeding.

E. Information Session

1. During the information session the complainant or responding student organization representative may view all materials related to the case, review procedural standards, and discuss options for resolution, which include alternative resolution, no-contest resolution, informal hearing, formal hearing, or an outcomes-only hearing. Options for resolution will be scheduled no sooner than five days after the information session.

2. The Student Conduct Authority will determine what resolution process is appropriate after considering the expressed preferences of any complainant(s) (if applicable) and responding student organization representative(s), and the totality of the circumstances.

   a. An alternative resolution process will only be considered if both a complainant (if applicable) and responding student mutually agree. An alternative resolution process may be considered in cases falling under the jurisdiction of the Title IX Compliance Policy.

   b. If a responding student organization representative elects either a no-contest resolution or informal hearing and the Student Conduct Authority deems appropriate, the administrator conducting the information session may immediately facilitate a no-contest resolution process or conduct the informal hearing as the hearing administrator, or schedule the informal hearing or no-contest resolution process to take place within a reasonable time. In cases involving a complainant, the hearing administrator will gather the necessary information and conclude the no-contest resolution or hearing within a reasonable time. A no-contest resolution or informal hearing for resolution of a case falling under the jurisdiction of the Title IX Compliance Policy is not permitted.

   c. A formal hearing process will be utilized if elected by the responding student organization representative or if determined by the Student Conduct Authority to be the appropriate resolution process based on the totality of the circumstances of the case. If selected, a single hearing administrator is the only option for a formal hearing if the incident alleges violations of the Sex Discrimination and Sexual Misconduct policy.

   d. An outcomes-only hearing may be utilized when a student organization has been found at fault in civil court with a preponderance of the evidence or higher standard at the discretion of the Student Conduct Authority.

3. When a responding student organization has two or more outstanding incidents, those incidents may be heard as a single case at the discretion of the Student Conduct Authority.

F. Resolutions

a. Alternative Resolution

   i. Alternative resolution is a voluntary process that allows the responding student organization to accept responsibility for a violation of expectations. The alternative resolution process is designed to eliminate the behavior,
prevent its recurrence, and remedy its effects in a manner that meets the needs of the complainant or entity while maintaining the safety of the campus community. The alternative resolution process will only be used with the agreement of both the complainant or entity and responding student organization and under the direction of the Student Conduct Authority, who may elect to cease the resolution process at any time and revert to an investigation, hearing, or other resolution. Please note that the complainant or entity may be a University Official, or a University Official representing a University department.

ii. The alternative resolution options available under this Code recognize:

i. Participation in this process is voluntary and either the complainant or responding student organization representative can choose to end the process at any time prior to signing a resolution agreement.

ii. Both the complainant and responding student organization representative must participate in individual information sessions with appropriate staff to learn more about the resolution process prior to participating.

iii. The process is only intended to be used once by a responding student organization, and may not be considered if a responding student organization has previously been alleged to have violated the Code within a three-year period. Further, the resolution process will not be considered for any incident that alleges any of the following: violence against a member of a vulnerable population, such as a minor or individual with a developmental disability; the use of a weapon; significant physical injury; that there are multiple alleged perpetrators of violence; or that there has been alleged violence against multiple individuals.

iv. If the complainant and responding student organization representative mutually agree to participate in an alternative resolution process, they must agree to follow a timeline to be established in the information session for meeting schedules and response deadlines. An agreement resolution must be reached within 30 calendar days from agreement to proceed with the alternative resolution process. The University reserves the right to adjust established timelines if necessary to accommodate for limited staffing resources or other unforeseen circumstances.

v. The complainant and responding student organization representative must agree to all terms established upon agreeing to engage in alternative resolution, or the case will be resolved through an investigation or other resolution process pursuant to the Code.

vi. The responding student organization may be charged with a violation of the Code for failure to adhere to the requirements laid out in the resolution agreement.

vii. Resolution agreements that are finalized through the alternative resolution process are not categorized as a student organization conduct record at the University, but can be referred to as an
agravating factor in assigning outcomes in the event of any future violations.

viii. Resolution agreements must be signed by both the complainant and responding student organization representative as well as the Student Conduct Authority or Office of Investigations and Assessment. If an agreement is unable to be reached, the matter will be referred to the Student Conduct Authority for further action and adjudication.

ix. Resolution agreements reached at the conclusion of the resolution process are final and not subject to any other review or appeal. Individuals participating in the resolution process and mutually agree with the final resolution are waiving the ability to utilize a formal investigation and hearing process through the Student Conduct Authority.

iii. Both the complainant and responding student organization representative may be accompanied by an advisor at any meeting during the alternative resolution process.

b. No-Contest Resolution

i. A responding Student Organization may elect to resolve an outstanding violation(s) through a no-contact resolution in lieu of a hearing if deemed appropriate by the Student Conduct Authority and if the student organization representative accepts both responsibility or does not contest responsibility for the alleged violation(s) and assigned outcomes.

ii. In a no-contest resolution, because the student organization accepts responsibility, the proceeding will be focused on potential appropriate outcomes.

iii. No-contest resolutions may take place during the information session or scheduled within a reasonable time thereafter.

iv. No-contest resolutions are noted as a finding of responsibility for violation(s) of the Code and are considered a student organization conduct record.

v. No-contest resolutions are not permitted for cases falling under the jurisdiction of the Title IX Compliance Policy.

c. Informal Hearing

i. A responding Student Organization may elect to resolve an outstanding violation(s) through an informal hearing if deemed appropriate by the Student Conduct Authority. Informal hearings are typically utilized when there is not conflicting, complex, or additional information that would be best examined through a formal hearing setting.

ii. Informal hearings may take place as an element of the information session or scheduled within a reasonable time.

iii. The responding student organization representative may provide information including reports, witness statements, communications, or other documentation in the hearing.

iv. A hearing administrator may temporarily adjourn the informal hearing if the administrator determines that further review of clarification is necessary including, but not limited to interviewing the complainant or witnesses.
v. A hearing administrator may utilize information gathered from information sessions, investigation meetings, or other proceedings involving individuals associated with the incident in making a determination on responsibility. If such information is under consideration, a responding student organization representative will be informed of the information and have an opportunity to respond.

vi. Informal hearings are not permitted for cases falling under the jurisdiction of the Title IX Compliance Policy.

d. Formal Hearing

   i. A formal hearing may be heard by a single hearing administrator or Administrative Hearing Panel. For cases that include allegations of sex discrimination or sexual misconduct either under the Sex Discrimination and Sexual Misconduct Policy or the Title IX Compliance Policy, if a formal hearing is selected, the hearing will be conducted by a single administrator.

   ii. Notice of a formal hearing, including the identity of the hearing administrator or body, will occur at least five business days prior to the hearing. Any objection regarding selected hearing administrator or hearing body must be submitted three business days prior to the start of a hearing.

   iii. Formal Hearing Guidelines

   1. Private hearing. A formal hearing is conducted in private. The complainant(s) (if applicable), responding student organization representative, and advisor(s) are allowed to attend the entire portion of the hearing at which information is presented. Admission of any other individual to the hearing is at the discretion of the Student Conduct Authority.

   2. Scheduling. Formal hearings are scheduled at the earliest availability of the complainant(s) (if applicable), responding student organization representative, person providing information on behalf of the University, and the hearing body. Student availability is determined based on academic class schedules and requirements. Absent exigent circumstances, lack of availability based upon personal matters, employment schedules, or the availability of an advisor, advocate, or legal representative are not considered in scheduling a formal hearing. A student or student organization should select as an advisor a person whose schedule reasonably allows attendance at the scheduled date and time for the hearing.

   3. Witnesses. In a formal hearing, appropriate witnesses identified by the Student Conduct Authority, reporting individual(s), or the responding student organization representative may be invited to the hearing to provide information in support of, or challenging responsibility of the alleged violation(s). Absent extraordinary circumstances, any witnesses must be identified at the information session or by the date otherwise given in a notice of allegations or other communication from the Student Conduct Authority. Witnesses will be invited by the Student Conduct Authority. Formal hearings will be scheduled within a timeframe to allow witnesses reasonable notice to participate, but a proceeding will not be unreasonably delayed or disrupted based on the availability of
witnesses. In the case of a formal hearing, the University will make reasonable efforts to secure in-person testimony from law enforcement officers in cases where a student conduct charge results from an incident that was reported to law enforcement, and any University personnel who were involved in investigating a matter. However, sworn affidavits of law enforcement officers and official university reports may be considered by a hearing body in the absence of in-person testimony of the law enforcement officer or appropriate University employee(s), provided that the hearing body reasonably finds that the affidavit or report is otherwise reliable and the responding student has an adequate opportunity to respond to all facts alleged in the affidavit. Other written witness statements will be accepted for review in a formal hearing if the witness does not attend at the discretion of the hearing administrator or body. However, such statements will not be considered as having equal weight as witness information presented in a hearing, and cannot be used as the sole information supporting a finding of responsibility. In formal hearings of cases falling under the jurisdiction of the Title IX Compliance Policy, witness statements may be relied upon for determination of responsibility if subject to questioning as described in the Title IX Compliance Policy.

4. Questions. The hearing administrator or body may pose questions directly to any individual providing information in the hearing. The complainant(s) (if applicable), responding student organization representative, and/or advisors, advocates, or legal representatives may propose questions to be answered by any individual providing information during a disciplinary proceeding. The hearing administrator or chair will retain the responsibility to determine whether questions or potential information are appropriate for review as part of the formal hearing at their discretion. In formal hearings falling under the jurisdiction of the Title IX Compliance Policy, questioning of participants in the hearing and determinations of relevancy will be made as described in the Title IX Compliance Policy.

5. Information.

   a. Additional information, including, but not limited to, reports, witness statements, communications, or other documentation may also be reviewed in a hearing. Any such documentation that was reasonably available during a University investigation, but which was not provided during the course of the investigation by the student organization representative or other individuals afforded an opportunity to do so, will not be considered. Any additional information must be submitted to the Student Conduct Authority immediately upon discovery of such information. In cases falling under the jurisdiction of the Title IX Compliance Policy, information will be relied upon for determination of
responsibility if subject to questioning as described in the Title IX Compliance Policy.

b. Individuals may decline to provide information or answer questions posed in a hearing. However, the hearing body will make a decision on responsibility after considering the information that is shared as a part of the formal hearing.

c. Past violations of the responding student organizations, witnesses, or reporting individual(s) will be excluded from the hearing unless deemed relevant by the administrator or chair of the hearing body.

d. Past behavior of a responding student organization may be reviewed as an aggravating or mitigating factor for consideration in assigning appropriate outcomes if the responding student organization is found responsible for a violation.

e. Complainants and responding student organization representatives may submit an impact statement to the appropriate Student Conduct Authority three business days prior to the formal hearing. Impact statements are considered an element of the hearing record and accessible for review by a complainant and responding student organization in the event there is a finding of responsibility. If applicable, the complainant and responding student organization representative may review the impact statement and provide a response within a reasonable time and by such method as determined by the Student Conduct Authority.

f. Consideration of information for a determination regarding responsibility is limited to that information presented in the formal hearing. Information that is discovered in a separate hearing or proceeding originating from the same reported incident may be introduced in a formal hearing.

e. Outcomes-Only Hearing

i. The Student Conduct Authority may determine that an outcomes-only hearing is appropriate to resolve a case where a student organization is found at fault in civil court based on a preponderance of the evidence or higher standard.

ii. Outcome-only hearings may take place as an element of the information session, be scheduled within a reasonable time, or be conducted in writing with the consent of the student organization representative. If a student organization representative does not participate in the hearing, the Student Conduct Authority will issue the appropriate outcomes based on the information available.

iii. The responding student organization representative may provide information, including an impact statement, for consideration.

iv. An outcomes-only hearing is not permitted for violations charged under the jurisdiction of the Title IX Compliance Policy.

f. General Guidelines
i. Basis for decision(s). The basis for any decision of responsibility in an informal or formal hearing will be whether upon a preponderance of the information, it is more likely than not that a violation or violations of the Code occurred. The burden to demonstrate that this standard has been met rests with the University, and all responding student organizations are considered to be not responsible for a violation until and unless a hearing body makes a finding of responsibility.

ii. Informal procedural standards. Formal rules of process, procedure, and/or technical rules of evidence such as are applied in criminal or civil court are not used in student organization conduct proceedings.

iii. Personal Health and Safety Accommodations. The Student Conduct Authority may accommodate individuals with concerns for their personal health or safety during a proceeding or hearing by providing separate facilities or physical dividers, and/or by permitting participation by video conference or other viable means as determined by the Student Conduct Authority as appropriate and do not infringe upon fundamental due process.

iv. Accommodations for qualified individuals with a disability. Any student with a qualified disabling condition may work with the Office of Accessibility Services (OAS) to request a reasonable accommodation in order to equally participate in the student or student organization conduct process. All requests for reasonable accommodations must be made either through the Office of Student Conduct and Community Standards or the OAS. All accommodation requests must be made in a timely manner and coordinated with the student’s appropriate disability specialist within the OAS. Non-students may make a reasonable request for accommodation with the Student Conduct Authority.

v. Decision in absentia. If a complainant, responding student organization representative, or witness does not appear for a proceeding or hearing after notice, the Student Conduct Authority or hearing body may postpone the proceeding or review any information in support of or challenging the violations in the individual’s absence and determine a finding regarding responsibility and any related outcomes based upon the available information.

vi. Holds. The Student Conduct Authority may place a hold on the privileges of recognition of any student organization who fails to resolve allegations of a violation(s) of the Code in a timely manner.

vii. Any question of application of or objection to procedural standards, authority, scope or other provisions of the Code must be referred to the Student Conduct Authority at least 3 days prior to a conduct hearing.

viii. A hearing body or the Student Conduct Authority may impose other reasonable procedural requirements for the orderly administration of student conduct proceedings, provided that such requirements are not inconsistent with this Code and do not infringe upon a student organization’s procedural due process rights.

ix. Joint hearing. In cases involving more than one responding student organization, whether in a formal or informal hearing, the hearing body may
permit the hearing concerning each student organization to be conducted either separately or jointly.

x. Hearing record. There will be a single record, such as a digital audio recording of all disciplinary proceedings. Deliberations will not be recorded. This recording will be the property of the University but will be made available for the complainant(s) or responding student organization representatives to review upon request. Any recordings of the hearing without the acknowledgement and permission of involved individuals is prohibited.

G. Outcomes. Outcomes are interim action(s) or final status or education assignments that alone or in any combination are assigned to a student organization as an interim health or safety measure or as a final outcome at the conclusion of a resolution process.

1. Interim Health and Safety Actions. Interim actions may be initiated to protect the health or safety of individuals involved in an incident or investigation or in circumstances when an organization is alleged to have engaged in conduct that poses a substantial risk to the operation of the University. IHSA may be issued in conjunction with, or pending the outcome of, an investigative or adjudicative process of the Student Conduct Code, Student Organization Conduct Code, Sex Discrimination and Sexual Misconduct policy, or Title IX Compliance policy.

   a. Interim action(s) will be communicated in writing consistent with the notice provisions of this Code.

   b. Interim action(s) are temporary measures applied through the duration of an investigation and/or resolution process and do not replace a resolution process as outlined in this Code.

   c. A student organization may request a review of an interim action in writing to the Dean of Students. The scope of the request is limited to whether the interim action(s) should remain in place, based on the information available. The responding student organization in an IHSA is afforded an opportunity to respond to the allegations or information presented by the University as the basis for the IHSA. The Dean of Students will schedule a review meeting with the requesting student organization representative within three business days of receiving the written request. The requesting student organization may provide information including reports, witness statements, communications, or other documentation in the meeting. When applicable, a complainant may provide information to the Dean of Students for purposes of this review. Interim actions may be affirmed, modified, or lifted as a result of a requested review. The Dean of Students will communicate the final decision in writing within one business day of the review meeting.

   d. Interim Action(s) may include any actions deemed appropriate to mitigate the threat to health, safety, or welfare of the University community or individuals involved in an incident, ranging from interim suspension to restrictions on participation in university-sponsored programs or activities or presence on campus.

2. Status Outcomes

   The outcomes listed below are not intended to serve as an exhaustive list of all outcomes the University may be able to utilize regarding a given Student Organization conduct concern.
a. Reprimand. A notice in writing to the student organization that the group is violating or has violated University expectations for behavior and that further violations may result in more severe disciplinary action.

b. Disciplinary Probation. This status is assigned to a student organization for a specified period of time. While on this status, any further violations may result in suspension or loss of recognition from the University. Other restrictions that may be placed upon a student organization on disciplinary probation may include, but are not limited to the following:
   i. Participation in University or student activities,
   ii. Representation of the University in leadership positions or eligibility for awards or honors,
   iii. Use or entrance into University facilities or campus areas,
   iv. Contact with any specified individual(s), and/or
   v. Student Organization events under the auspices of the Student Organization such as organization social events and tailgates.

c. Suspension of recognition. Suspension of recognition with the University after a specific date and for a specified period. Through the duration of the suspension period the student organization will be prohibited from utilizing the support and services afforded a recognized student organization and will be restricted from the following:
   vi. Participation in University or student activities,
   vii. Representation of the University in leadership positions or eligibility for awards or honors,
   viii. Use or entrance into University facilities or campus areas,
   ix. Student organization events under the auspices of the student organization such as organization social events, and tailgates.

   To regain recognition at the conclusion of the suspension period, a student organization must demonstrate compliance with any terms of the suspension, and meet requirements of any applicable recognition processes(es) through Student Activities and Fraternity and sorority life governing councils (if applicable).

d. Loss of recognition. Loss of recognition from the University after a specific date and for an indefinite period of time. During which time, the student organization will be prohibited from utilizing the support and services afforded a recognized student organization and privileges as outlined under the “suspension of recognition” section. The University may set a designated timeframe during which the organization will not be eligible to apply for re-recognition. This timeframe may be extended if there are further violations of University policy by the student organization or student organization members.

3. Education Outcomes
   a. Service Hours. Completion of service under the supervision of a University department or outside agency.
   b. Discretionary outcomes. Work assignments, essays, presentations, research projects, conduct contracts, or other discretionary assignments.

4. Administrative Directive Outcomes
   a. Restitution. Compensation for loss, damage, or injury to University property. This may take the form of appropriate service, monetary, or material replacement.
b. No contact directive/extension of existing no contact directive. A no contact directive is an official University directive that serves as notice to an individual or individual(s) that they must not have physical contact with or proximity to, or direct verbal, electronic, written, and/or indirect communication intentionally made through another individual with an identified individual for a specified period of time. This may be a new directive, extension of an existing directive, or include altered or additional parameters or instructions to an existing directive. No contact directives may only be removed prior to the specified period of time at the discretion of the Student Conduct Authority and at the written request of all involved individuals.

c. Loss of privilege. Denial of any specified privilege for a specified period of time.

d. Behavioral Plan. This is a directive to the student organization from the Office of Student Conduct and Community Standards and/or in consultation with another appropriate office (including, but not limited to Student Activities, Fraternity and Sorority Life, Housing, Title IX, etc.) which outlines expected behaviors.

5. Alternative Resolution Agreement Outcomes

a. Any individual or combination of outcomes listed in the education outcomes section of this policy.

b. Administrative directive outcomes including, but limited to restitution, no contact directive or extension of existing no contact directive, loss of privilege and behavior plan as defined in the administrative directives outcomes section of this policy.

c. Voluntary membership reviews or cease and desist of student organization activities to determine a strategic plan for the future of the student organization.

H. Appeal Procedures

1. Both a complainant (if applicable) and a responding student organization are afforded a single opportunity to appeal decisions and/or any outcomes issued by a hearing body within five business days of the date of the written decision and outcomes. Only complainants who meet the definition of a student are eligible to submit an appeal request with the exception of cases of sex discrimination or sexual misconduct in which a complainant may submit an appeal regardless of student status. Any interim actions will remain in effect at the discretion of the Student Conduct Authority, however any outcome(s) resulting from the original hearing decision will be held in abeyance pending the conclusion of the Florida State University appeal process. A complainant (when applicable) and a responding student organization will be notified of an appeal submission by the other, given the opportunity to review the submitted appeal request, and given the opportunity to submit a response.

2. Required Format. All appeal requests must be in writing, identify the basis or bases for appeal, and include any supporting documentation the appealing individual or student organization wishes to be considered.

3. Scope of Review. Deference is given to the original hearing body’s findings of fact and decision on responsibility and/or any outcomes; therefore, the burden is on the individual or Student Organization filing an appeal request to sufficiently demonstrate cause to alter the decision of the hearing body or any outcomes. An appeal review will generally be limited to a review of the record of the hearing and supporting documents for one or more of the bases of appeal listed below, provided however, that under extraordinary circumstances the appeal administrator may request additional information or clarification from the University, investigator(s), hearing body, Student
Conduct Authority, reporting individual, responding student organization, or witnesses for purposes of this review.

4. Appellate Administrator(s). The Vice President designates University administrators to facilitate policies and procedural standards as outlined in this Code, including appellate review. All intermediate appellate reviews are considered recommendations for review and action for the Vice President for Student Affairs’ final agency action on behalf of Florida State University.
   a. Decisions of the Administrative Hearing Panel, Student Conduct Board, or hearing administrators appointed by the Office of Student Conduct and Community Standards may be appealed to the Dean of Students.
   b. Decisions of the Dean of Students may be appealed to the Vice President.

5. Bases for Appeal. Appeal reviews are not a “re-hearing” of a student organization conduct matter, rather a review of process and submitted information to ensure stated procedural standards were followed. Appeal considerations are limited to one or more of the following bases:
   a. Process Review. That the proceeding was not conducted in accordance with established procedural standards. Such procedural errors must have substantially affected the outcome of the hearing.
   b. Bias Review. That the proceedings were not conducted without bias or prejudice on the part of the hearing body. May include but is not limited to demonstration of a conflict of interest, or failure to objectively evaluate all relevant information.
   b. Information Review. That the information presented in a proceeding does not support the finding of the hearing body that a violation of Code occurred.
   c. Outcome Review. That the outcomes are extraordinarily disproportionate given the nature of the violations and any aggravating or mitigating circumstances presented.
   d. New Information. That new information exists that was not known to the individual or student organization appealing and could not reasonably have been know or discovered at the time of the original proceeding, and which would have substantially affected the outcome of the proceeding. This does not include statements from a complainant or responding student organization representative who did not appear for a proceeding or hearing.

6. Appeal Decision. An appeal administrator reviewing an appeal request may make one of the following recommendations for final agency action:
   a. Affirm. The administrator may affirm the decision and/or outcomes of the original hearing body.
   b. Alter outcome. The administrator may alter the outcome(s) issued by the original hearing body. Alteration in the outcome may include reducing or increasing severity of outcome(s) or requirements.
   c. New hearing. The administrator may determine a new hearing by a different hearing body is warranted to correct procedural irregularity or to consider new information. An individual or student organization may appeal any decision by a hearing body assigned to adjudicate a new hearing.
   d. Remand. The administrator may direct the original hearing body to review their original decision subject to any instructions from the appeal administrator. The hearing body may affirm its original decision or render a new decision consistent with those instructions. An individual or student organization may appeal a
decision made on remand; however, if a hearing body affirms its original decision, an individual or student organization may not appeal the decision on the same grounds as in the previous appeal.

7. Final Agency Action. The appeal administrator will forward findings and recommendations to the Vice President for Student Affairs for review. The Vice President’s review and decision is considered the final decision of the University and will be communicated in writing within fifteen business days to the responding Student Organization and if applicable, simultaneously to the complainant. This timeline may be extended if necessary in consideration of the record on appeal. Final agency action decisions are only appealable by writ of certiorari to the Second Judicial Circuit in and for Leon County, Florida.

I. Record Keeping Practices.
   1. File Maintenance. Records of all Student Organization conduct cases will be maintained in the Office of Student Conduct and Community Standards indefinitely.
   2. Release of Records. The release of Student Organization conduct records will be governed by applicable federal and state laws regarding the privacy of education records. General information regarding the outcome of Student Organization conduct proceedings (without identifying information) may be released to the public.
   3. Access to and Copies of Records. A student organization representative is permitted access and review of information in the conduct file for the purpose of reviewing information that is subject to consideration as part of a student organization conduct proceeding.
   4. Transcriptions of hearings. Any student organization representative or a student desiring a transcript of a recorded hearing that is a part of their education record 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.

Law implemented 1011.48 FS History-New Effective July 1, 2021 (for 90 Days)
CONSENT ITEM N
MEMORANDUM

TO: John Thrasher, President
FROM: Kyle Clark, Vice President for Finance & Administration
DATE: June 17, 2021
SUBJECT: TIITF Land Exchange between University and 810 MLK, LLC
Request for Approval

Request for Approval.

Staff is requesting the Florida State University Board of Trustees to consider an exchange of land consisting of several properties (the “FSU Lots”) owned by the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida (“TIITF” i.e., the Governor and Cabinet) and leased to FSU under its campus master lease, in exchange for a downtown office building approximately 28,000 square feet and located at 200 W. College Avenue, Tallahassee, Florida (the “Exchange Land”). The exchange partner, 810 MLK, LLC, a Georgia limited liability company, has the Exchange Land under contract, and after closing, the Exchange Land would be placed under FSU’s campus master lease from TIITF.

Background.

TIITF acquired most of the FSU Lots between 1996 and 2003 using State appropriated land acquisition funds for the benefit of FSU. At the time, FSU was attempting an assemblage of property between main campus and Gaines Street. However, the assemblage stalled over the next decade during the economic downturn and then increased private investment in the Gaines Street corridor drove real estate values higher. These lots became mostly vacant isolated holdings used for parking.

810 MLK, LLC, is an affiliate of University Holdings, a small full-service student housing brokerage firm focusing on asset acquisitions, dispositions, development, and property management primarily in the Southeast, based out of its home city of Athens, Georgia.

The FSU Lots have a combined appraised value of $3,185,000. The Exchange Land is under contract at a purchase price of $2,900,000, but subject to a price adjustment based on its pending appraised value. To the extent the final appraised value of the Exchange Land is less than the FSU Lots, then 810 MLK, LLC will be required to pay that amount in boot to TIITF. Under no circumstance will any boot be paid to 810 MLK, LLC.

If approved, this exchange would: (i) eliminate FSU oversight and management of scattered, isolated parcels in an area we are no longer likely to develop; (ii) eliminate management inefficiencies and liability associated with these isolated holdings; and (iii) result in approximately 28,000 square feet of office space for FSU. In sum, these isolated parcels would give FSU enough scale to trade up into a landmark downtown office building strategically located in close proximity to FSU’s campus, City Hall, and the Florida State Capitol.
Approval of TIITF Land Exchange
June 17, 2021
Page 2

This proposed land exchange requires FSU Board of Trustees approval prior to advancing to the Florida Governor and Cabinet for their approval sitting as the TIITF.

Recommendation.

Staff recommends approval of this item.

KC/kg
MEMORANDUM

TO: John Thrasher, President

FROM: Kyle Clark, Vice President for Finance & Administration

DATE: June 17, 2021

SUBJECT: 2021-2022 Operating Budget Request for Approval

As required by Florida Statute 1011.40 Budgets for universities and BOG Regulation 9.007 State University Operating Budgets and Requests, each University Board of Trustees shall adopt an operating budget for the operation of the university as prescribed by law and the regulations 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 presented for your consideration:

1. Approve the University’s fiscal year 2021-2022 operating budget of $XXXXXXXXXXXX which includes $XXXXXXXXXXX for the Annual Capital Outlay Budget.

2. Approve the University’s fiscal year 2021-2022 Florida Medical Practice Plan operating budget of $XXXXXXXXXX.

3. Approve the University’s fiscal year 2021-2022 Direct Support Organizations operating budgets totaling $XXXXXXXXXXX.

4. Grant approval for the President to make subsequent changes to the budgets outlined in motions 1, 2, and 3, as needed during the fiscal year, within available resources and fund balances, and consistent with applicable laws and regulations.

5. Continue the existing Tuition and Fee Regulation at current rates for fiscal year 2021-2022 and approve an amendment of the current regulation to that effect.

I recommend approval of these motions.

KC/kp
MEMORANDUM

TO: John Thrasher, President
FROM: Kyle Clark, Vice President for Finance & Administration
DATE: June 17, 2021
SUBJECT: FY2022-2023 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 July 1, 2021.

The attached CIP-2 document identifies the recommended list of PECO eligible project requests. Projects have been categorized based upon guidelines issued by the Board of Governors this year which directed that previously funded projects appear first, followed by top priorities not to exceed two projects. Per these BOG guidelines, only projects that have received an Educational Plant Survey recommendation have been included on this year’s list.

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 on July 1, and any changes, where required, when the Board of Governors allows amendments to be made by August 9, 2021. The updated information will then be brought back to the Trustees for their final review and approval. Also included will be the list of requests that involve Capital Improvement Trust Fund (CITF) funding and Non-State Supplemental Funding.

I recommend approval of the draft FY2022-2023 Fixed Capital Outlay Budget Request.

KC/mb
<table>
<thead>
<tr>
<th>Building/Area</th>
<th>Project</th>
<th>Funding Category</th>
<th>Total Projected Cost</th>
<th>FY22 FCO Budget</th>
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<tr>
<td>Azela Hall</td>
<td>AZELA HALL CONVENIENCE STORE TO STARBUCKS</td>
<td>Non-Appropriated &lt;$1M</td>
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<td>Basketball Training</td>
<td>New seating in the Film Room</td>
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<td>Flooring refresh</td>
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<td>Security enhancements</td>
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<tr>
<td></td>
<td>Replace backboards, rims and stanchions</td>
<td>Subject to funding availability</td>
<td>$120,000</td>
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<tr>
<td></td>
<td>Improve Nutrition/Dining/Academic areas</td>
<td>Subject to funding availability</td>
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<td></td>
<td>Renovate interior spaces - offices, locker rooms, weight rooms, et</td>
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<td>Beach Volleyball</td>
<td>Install Weatherproof Speaker/PA/Sound System</td>
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<td>Permanent shade structure</td>
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<td>Install additional sand courts - enable hosting larger tournaments &amp; championships</td>
<td>Subject to funding availability</td>
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<td></td>
<td>Additional Storage</td>
<td>Subject to funding availability</td>
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<td></td>
<td>Install scoreboards</td>
<td>Subject to funding availability</td>
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<td>Bellamy</td>
<td>BELLAMY BLDG 0008 STE 557 RENO</td>
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<td>Roof - BioMed</td>
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<td>Broadcast Center</td>
<td>CF2100114 - WFSU-TV/FM, REPLACE STUDIO CAM</td>
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<td>BRYAN HALL - MECHANICAL UPDATES</td>
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<td>121,751</td>
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<td>C12100019 - HVAC REPAIRS</td>
<td>CF &lt; $2M</td>
<td>$250,000</td>
<td>46,560</td>
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<td>Switchgear And Relay Upgrade</td>
<td>Non-Appropriated &lt;$1M</td>
<td>$285,000</td>
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<td>Design For Utilities</td>
<td>Non-Appropriated &lt;$1M</td>
<td>$300,000</td>
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<td>Steam Meter Replacement</td>
<td>Non-Appropriated &lt;$1M</td>
<td>$300,000</td>
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<td>Renovations - ADA/Restrooms</td>
<td>CF &lt; $2M</td>
<td>$500,000</td>
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<td></td>
<td>15 Kv Cable Replacement - Circuits M15-11 &amp; 19</td>
<td>Non-Appropriated &lt;$1M</td>
<td>$650,000</td>
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<td>CM2080200 - Institutional Renovations</td>
<td>CF &lt; $2M</td>
<td>$992,423</td>
<td>992,423</td>
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<td>C12100029 - UPGRADE CIRCUITS</td>
<td>Non-Appropriated &lt;$1M</td>
<td>$999,172</td>
<td>285,478</td>
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<td>CM2005880 - PROVOST &amp; ACADEMIC AFFAIRS</td>
<td>CF &lt; $2M</td>
<td>$1,276,453</td>
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<td>Renovations - Campus Minor Projects</td>
<td>CF &lt; $2M</td>
<td>$1,500,000</td>
<td>1,500,000</td>
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<tr>
<td>Carnaghi Arts Bldg.</td>
<td>CM2100103 - CARNAGHI ARTS BLDG, ROOF REPL</td>
<td>CF &lt; $2M</td>
<td>$1,950,000</td>
<td>1,943,308</td>
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<td>Carraway</td>
<td>CARRAWAY AUDITORIUM DEMOLITION</td>
<td>CF &lt; $2M</td>
<td>$1,250,000</td>
<td>1,250,000</td>
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<td>Central Utilities</td>
<td>C12100035 - CUP Condensate Polisher</td>
<td>Non-Appropriated &lt;$1M</td>
<td>$182,742</td>
<td>182,742</td>
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<td>C12100030 - CUP, CHILLER REPLACEMENT</td>
<td>Non-Appropriated &lt;$1M</td>
<td>$186,442</td>
<td>186,442</td>
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<tr>
<td>Challenger</td>
<td>CM1900182 - CHALLENGER CTR, IMAX SEATING</td>
<td>Non-Appropriated &lt;$1M</td>
<td>$645,417</td>
<td>618,447</td>
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<td>Roof- Challenger Reroof</td>
<td>CF &lt; $2M</td>
<td>$1,550,000</td>
<td>1,085,000</td>
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<td>Chemistry</td>
<td>CF1900199 - CHEMISTRY BLDG ENVELOPE REP</td>
<td>CF &lt; $2M</td>
<td>$1,499,098</td>
<td>198,341</td>
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<td>Coburn</td>
<td>COBURN BLDG-STAIRWELL LIGHTING REPLACEMENT</td>
<td>Non-Appropriated &lt;$1M</td>
<td>$15,000</td>
<td>15,000</td>
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<td>COBURN BLDG-ADA DOOR INSTALLATION</td>
<td>Non-Appropriated &lt;$1M</td>
<td>$20,000</td>
<td>20,000</td>
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<td>COBURN BLDG-PLUMBING VALVE INSTALLATION</td>
<td>Non-Appropriated &lt;$1M</td>
<td>$75,000</td>
<td>75,000</td>
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<td>College of Engineering</td>
<td>CM2100104 - COE STORMWATER STUDY</td>
<td>CF &lt; $2M</td>
<td>$119,092</td>
<td>35,726</td>
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<td>CM1800404 - COLLEGE OF ENGINEERING RENOVAT</td>
<td>CF &lt; $2M</td>
<td>$179,730</td>
<td>34,930</td>
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<td>CM1800234 - FAMU-FSU COLL OF ENG, OS27 PH3</td>
<td>CF &lt; $2M</td>
<td>$1,454,343</td>
<td>296,512</td>
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<td>Engineering Building B - Window glazing</td>
<td>CF &lt; $2M</td>
<td>$750,000</td>
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<td>Degraff Hall East</td>
<td>CM2100159 - DEGRAFF HALL EAST, 4023, BOILE</td>
<td>Non-Appropriated &lt;$1M</td>
<td>$750,000</td>
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<tr>
<td>Project</td>
<td>Description</td>
<td>Funding Availability</td>
<td>Funding Amount</td>
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<tr>
<td><strong>Dick Howser Stadium</strong></td>
<td>Expansion Joint repairs</td>
<td>Subject to funding availability</td>
<td>$ 25,000</td>
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<td></td>
<td>Flooring refresh</td>
<td>Subject to funding availability</td>
<td>$ 30,000</td>
<td></td>
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<tr>
<td></td>
<td>Artificial Turf repair or replace</td>
<td>Subject to funding availability</td>
<td>$ 35,000</td>
<td></td>
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<tr>
<td></td>
<td>Grandstand Lighting</td>
<td>Subject to funding availability</td>
<td>$ 35,000</td>
<td></td>
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<tr>
<td></td>
<td>Security enhancements</td>
<td>Subject to funding availability</td>
<td>$ 50,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sod replacement</td>
<td>Subject to funding availability</td>
<td>$ 65,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Replace protective netting</td>
<td>Subject to funding availability</td>
<td>$ 80,000</td>
<td></td>
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<tr>
<td></td>
<td>Shower pan repair/replace</td>
<td>Subject to funding availability</td>
<td>$ 80,000</td>
<td></td>
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<tr>
<td></td>
<td>Wall pad replacement</td>
<td>Subject to funding availability</td>
<td>$ 125,000</td>
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<tr>
<td></td>
<td>Roof Repair</td>
<td>Subject to funding availability</td>
<td>$ 200,000</td>
<td></td>
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<td></td>
<td>Grandstand coating resurfacing</td>
<td>Subject to funding availability</td>
<td>$ 450,000</td>
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<td></td>
<td>Master plan phasing</td>
<td>Subject to funding availability</td>
<td>$ 1,000,000</td>
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<tr>
<td><strong>Diffenbaugh</strong></td>
<td>CM21000108 - DIFFENBAUGH NETWORK UPGRADE</td>
<td>Non-Appropriated &lt; $1M</td>
<td>$ 145,585</td>
<td>68,621</td>
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<tr>
<td><strong>Dittmer</strong></td>
<td>CF19000091 - DITTMER CHEM LAB, ELEC FS-278</td>
<td>CF &lt; $2M</td>
<td>$ 450,000</td>
<td>435,706</td>
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<td>CF1900075S - DITTMER CHEM LAB, AHU REP 289</td>
<td>CF &lt; $2M</td>
<td>$ 1,331,190</td>
<td>326,363</td>
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<td><strong>Doak Campbell Stadium</strong></td>
<td>New storage building</td>
<td>Subject to funding availability</td>
<td>$ 150,000</td>
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<tr>
<td></td>
<td>Painting of buildings and fascia</td>
<td>Subject to funding availability</td>
<td>$ 150,000</td>
<td></td>
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<tr>
<td></td>
<td>Renovation of Athletics Turf areas, shop and storage expansion</td>
<td>Subject to funding availability</td>
<td>$ 200,000</td>
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<tr>
<td></td>
<td>Security enhancements - walk thru metal detectors</td>
<td>Subject to funding availability</td>
<td>$ 300,000</td>
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<td></td>
<td>Field Renovation</td>
<td>Subject to funding availability</td>
<td>$ 1,200,000</td>
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<td></td>
<td>Structural repairs and coatings</td>
<td>Subject to funding availability</td>
<td>$ 1,500,000</td>
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<td></td>
<td>Bathroom upgrades</td>
<td>Subject to funding availability</td>
<td>$ 1,500,000</td>
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<tr>
<td><strong>Fine Arts</strong></td>
<td>CM20000073 - FINE ARTS BLDG, 0007, NORTH CO</td>
<td>CF &lt; $2M</td>
<td>$ 125,000</td>
<td>120,506</td>
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<tr>
<td><strong>Football Practice fields</strong></td>
<td>Resurface outdoor artificial turf</td>
<td>Subject to funding availability</td>
<td>$ 25,000</td>
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<tr>
<td></td>
<td>Sod replacement</td>
<td>Subject to funding availability</td>
<td>$ 65,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>New perimeter padding installed</td>
<td>Subject to funding availability</td>
<td>$ 100,000</td>
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<tr>
<td><strong>FSUS</strong></td>
<td>CM2100123 - FSUS CAMPUS ENVELOPE/ROOF IMP</td>
<td>CF &lt; $2M</td>
<td>$ 200,000</td>
<td>129,090</td>
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<td>CM2100151 - FSUS ADMIN BLDG., 2010,TRACK S</td>
<td>Non-Appropriated &lt; $5M</td>
<td>$ 400,000</td>
<td>285,222</td>
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<td><strong>Imombokalee</strong></td>
<td>CM2100122 - IMombokalee ENVELOPE/ROOF IMP</td>
<td>CF &lt; $2M</td>
<td>$ 1,100,000</td>
<td>760,134</td>
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<tr>
<td><strong>Indoor Football Facility</strong></td>
<td>Security enhancements</td>
<td>Subject to funding availability</td>
<td>$ 15,000</td>
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<td></td>
<td>Scoreboards</td>
<td>Subject to funding availability</td>
<td>$ 35,000</td>
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</tr>
<tr>
<td></td>
<td>New perimeter padding Installed</td>
<td>Subject to funding availability</td>
<td>$ 50,000</td>
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<tr>
<td></td>
<td>Retrofit with LED lights</td>
<td>Subject to funding availability</td>
<td>$ 700,000</td>
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<tr>
<td><strong>Indoor Tennis</strong></td>
<td>Court re-surfacing</td>
<td>Subject to funding availability</td>
<td>$ 40,000</td>
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<td></td>
<td>Court light LED retrofit</td>
<td>Subject to funding availability</td>
<td>$ 85,000</td>
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<tr>
<td><strong>Jennie Murphee Hall</strong></td>
<td>JENNIE MURPHEE HALL – AUHS</td>
<td>Non-Appropriated &lt; $5M</td>
<td>$ 700,000</td>
<td>700,000</td>
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<tr>
<td><strong>Kean</strong></td>
<td>CM21000138 - KEEN, 0041, RE-ROOF</td>
<td>CF &lt; $2M</td>
<td>$ 750,000</td>
<td>737,083</td>
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<tr>
<td><strong>Kellogg</strong></td>
<td>CM2100126 - KELLOGG, 0006, RE-ROOF</td>
<td>CF &lt; $2M</td>
<td>$ 1,750,000</td>
<td>1,747,265</td>
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<td><strong>Kuersteiner</strong></td>
<td>CM2100160 - KUESTEINER MUSIC BLDG., 0089,</td>
<td>Non-Appropriated &lt; $5M</td>
<td>$ 125,465</td>
<td>125,465</td>
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<td>Opperman Music Hall ADA Seating Project</td>
<td>Carry Forward (possible shift of)</td>
<td>$ 200,000</td>
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<tr>
<td><strong>Law School</strong></td>
<td>B.K. Roberts ADA Restrooms 0327C, 328 &amp; 33</td>
<td>Carry Forward (department)</td>
<td>$ 350,000</td>
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<tr>
<td><strong>Leach Center</strong></td>
<td>LEACH CENTER - FLOORING RENOVATION</td>
<td>Non-Appropriated &lt; $5M</td>
<td>$ 100,000</td>
<td>100,000</td>
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<td>LEACH CENTER - RACQUETBALL COURT CONVERSION</td>
<td>Non-Appropriated &lt; $5M</td>
<td>$ 250,000</td>
<td>250,000</td>
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<tr>
<td><strong>Longmire</strong></td>
<td>CM2000093 - LONGMIRE, WATERPROOFING, WIND</td>
<td>CF &lt; $2M</td>
<td>$ 1,950,000</td>
<td>1,932,408</td>
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<td><strong>Love</strong></td>
<td>C21000342 - LOVE BLDG, 0116, WINDOW TREATM</td>
<td>CF &lt; $2M</td>
<td>$ 13,159</td>
<td>13,159</td>
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<td>Love Building Fire Alarm Upgrades</td>
<td>CF &lt; $2M</td>
<td>$ 550,000</td>
<td>550,000</td>
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<td><strong>Mag Lab</strong></td>
<td>CM2000062 - MAGLAB PRIMARY ELECTRICAL SER</td>
<td>CF &lt; $2M</td>
<td>$ 100,000</td>
<td>23,864</td>
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<td>CF2000087 - MAG LAB, 0069,0269, EXTERIOR S</td>
<td>State Appropriated</td>
<td>$ 1,400,000</td>
<td>1,370,209</td>
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<td><strong>Marine Lab</strong></td>
<td>CM1900243 - MARINE LAB-ADMIN BLDG, NEW RD</td>
<td>Non-Appropriated &lt; $5M</td>
<td>$ 100,000</td>
<td>100,000</td>
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<td>CM1900235 - MARINE LAB, HATCHERY-SEA WATER</td>
<td>Non-Appropriated &lt; $5M</td>
<td>$ 1,700,000</td>
<td>396,012</td>
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<td><strong>Maryland Circle</strong></td>
<td>Maryland Circle - Florida Institute for Child Welfare Office Renovation</td>
<td>E&amp;G fund 110</td>
<td>$ 900,000</td>
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<td>Roof - Maryland Circle Reroof</td>
<td>CF &lt; $2M</td>
<td>$ 1,500,000</td>
<td>1,050,000</td>
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<tr>
<td><strong>Mike Long Track</strong></td>
<td>Replace Training Room flooring</td>
<td>Subject to funding availability</td>
<td>$ 10,000</td>
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<td></td>
<td>Security enhancements</td>
<td>Subject to funding availability</td>
<td>$ 25,000</td>
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<tr>
<td></td>
<td>infield safety netting</td>
<td>Subject to funding availability</td>
<td>$ 75,000</td>
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<tr>
<td></td>
<td>Renovate and expand north storage bldg</td>
<td>Subject to funding availability</td>
<td>$ 250,000</td>
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<tr>
<td><strong>Montgomery</strong></td>
<td>CF19001006 - MONTGOMERY,ROOF REPLACEMENT</td>
<td>CF &lt; $2M</td>
<td>$ 450,000</td>
<td>321,152</td>
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<td><strong>Moore Auditorium</strong></td>
<td>CM2100165 - MOORE AUDITORIUM RE-ROOF,</td>
<td>CF &lt; $2M</td>
<td>$ 450,000</td>
<td>450,000</td>
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<td><strong>Morcom Aquatics</strong></td>
<td>Security enhancements</td>
<td>Subject to funding availability</td>
<td>$ 25,000</td>
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<tr>
<td></td>
<td>Expand seating options for spectators</td>
<td>Subject to funding availability</td>
<td>$ 45,000</td>
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<tr>
<td></td>
<td>Repair existing concrete dive tower</td>
<td>Subject to funding availability</td>
<td>$ 150,000</td>
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<tr>
<td></td>
<td>Improve existing dryland training area</td>
<td>Subject to funding availability</td>
<td>$ 200,000</td>
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<tr>
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<td>Relocate and install new scoreboard</td>
<td>Subject to funding availability</td>
<td>$ 1,500,000</td>
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<tr>
<td><strong>Parking Garage #1</strong></td>
<td>Replace tunnel at bookstore</td>
<td>Non-Appropriated &lt; $5M</td>
<td>$ 675,000</td>
<td>675,000</td>
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<td><strong>Research Foundation A</strong></td>
<td>CM21000164-RESEARCH FOUNDATION BLDG A STE 341 RENO</td>
<td>Non-Appropriated &lt; $5M</td>
<td>$ 100,000</td>
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<tr>
<td>Project Description</td>
<td>Appropriation Type</td>
<td>Budget ($000)</td>
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<td>CM2100143 - RESEARCH FOUNDATION - BLDG. A.</td>
<td>Non- Appropriated &lt; $5M</td>
<td>130,000</td>
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<td>CF1900141 - RESEARCH BLDG, ROOF REPAIR 278</td>
<td>CF &lt; $2M</td>
<td>182,438</td>
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<td>CM2100150 - CAPS MEDIUM VOLTAGE LAB, 0827,</td>
<td>Non- Appropriated &lt; $5M</td>
<td>1,700,000</td>
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<tr>
<td>Ringling - Johnson-Blalock Education Center Exhaust Stacks</td>
<td>FEMA reimbursement into Auxilliary</td>
<td>101,000</td>
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<tr>
<td>CM2100120 - RINGLING CAMPUS, BANYON ROOF</td>
<td>CF &lt; $2M</td>
<td>150,000</td>
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<td>CM2100130 - RINGLING, CADIZAN, ROOF IMPRO</td>
<td>CF &lt; $2M</td>
<td>250,000</td>
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<td>CM2100131 - RINGLING - ART MUSEUM, ROOFING</td>
<td>CF &lt; $2M</td>
<td>250,000</td>
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<td>CM2100112 - RINGLING DINING IMPROVEMENTS</td>
<td>Non- Appropriated &lt; $5M</td>
<td>550,000</td>
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<tr>
<td>Ringling - Tibbals Education Center Greatest Show on Earth Gallery</td>
<td>FSUF Endowments</td>
<td>1,048,280</td>
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<td>CB1829980 - CIRCUS MUSEUM RENOVATION/EXPAN PH3</td>
<td>State Appropriated</td>
<td>1,536,723</td>
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<tr>
<td>Rogers</td>
<td>Carry Forward (provost)</td>
<td>1,500,000</td>
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</tr>
<tr>
<td>Rogers Basement - Simulation labs/classrooms</td>
<td>Carry Forward (provost)</td>
<td>1,500,000</td>
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<tr>
<td>Sanders</td>
<td>Carry Forward (provost)</td>
<td>1,500,000</td>
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<tr>
<td>C1200045 - SANDELS BLDG, TEXTILE LAB</td>
<td>CF &lt; $2M</td>
<td>18,055</td>
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<td>SANDELS BLDG CARPORT/CANOPY ADDITION</td>
<td>CF &lt; $2M</td>
<td>110,543</td>
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<td>Sliger</td>
<td>CF2100148 - SLIGER, 0804, FIRE ALARM REPLACE</td>
<td>CF &lt; $2M</td>
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<tr>
<td>Soccer Complex</td>
<td>Subject to funding availability</td>
<td>15,000</td>
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<td>Security enhancements</td>
<td>Subject to funding availability</td>
<td>15,000</td>
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<td>Correct planter issue on esplanade entry</td>
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<td>Replace exterior fencing</td>
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<td>HVAC upgrade</td>
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<td>Renovate and expand team bench area</td>
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<td>Replace existing scoreboard</td>
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<td>Softball Complex</td>
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<td>Install bullpen covering</td>
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<td>Sod replacement</td>
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<td>New outfield wall padding</td>
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<td>Replace outfield fence with brick wall</td>
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<td>Expand 2nd floor of hitting facility</td>
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<td>HVAC upgrade</td>
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<td>Expand pressbox and filming spaces</td>
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<td>Replace existing scoreboard</td>
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<td>Speicher Tennis</td>
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<td>Replace perimeter fencing</td>
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<td>Expand spectator seating shade</td>
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<td>Scoreboard replacement (South side)</td>
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<td>Replace Grimm Tubs - Soccer/Softball, Track, BTC, Tucker</td>
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<td>Auxiliary Hallway graphics</td>
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<td>Replace game court</td>
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<td>Replace Baze server with a Ross server for scoreboards</td>
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<td>New scorer's table</td>
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<td>University Center D</td>
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<td>Flooring refresh</td>
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<td>Repair/replace roof and repair window flashing</td>
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<td>Renovate Weight Room</td>
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### STATE UNIVERSITY SYSTEM
Five-Year Capital Improvement Plan (CIP-2) and Legislative Budget Request
Fiscal Years 2022-23 through 2026-27

**FLORIDA STATE UNIVERSITY**  
Contact Name: Kyle Clark  
Phone Number: (850) 644-4444  
Email: kyle@fsu.edu

<table>
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<tr>
<th>Priority No.</th>
<th>Project Title</th>
<th>2022-23</th>
<th>2023-24</th>
<th>2024-25</th>
<th>2025-26</th>
<th>2026-27</th>
<th>Academic or Other Programs to Benefit from Projects</th>
<th>NetAssignable Square Feet (NASF)</th>
<th>Gross Square Feet (GSF)</th>
<th>Project Cost (Proj. Cost/ GSF)</th>
<th>Educational Plant Survey Recommended Date/Rec No.</th>
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<td>Veterans Legacy Complex</td>
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<td>Provost Lab/Class/Office renovations</td>
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<td>Indoor Tennis</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Ringling</td>
<td>Ringling - Ca, d’, Zan (Reroof/envelope/basement)</td>
<td>CF $2M or &gt;</td>
<td>1,645,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td>Ringling - Art Museum Reroof/exhaust stack</td>
<td>CF $2M or &gt;</td>
<td>1,750,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Sliger</td>
<td>CM2100157 - REAL TIME CRIME CENTER at SLIGER</td>
<td>CF $2M or &gt;</td>
<td>1,788,178</td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td>CM2100124 - SLIGER DATA CENTER RENO</td>
<td>CF $2M or &gt;</td>
<td>2,611,676</td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Tucker Center</td>
<td>Phase II: Construct 2nd Floor Lounges &amp; meeting rooms above locker rooms</td>
<td>Subject to funding availability $ 4,500,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Expand Courtside Lounge</td>
<td>Subject to funding availability $ 3,500,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>University Center A</td>
<td>Roof - UCA Tower/Tile Reroof</td>
<td>CF $2M or &gt;</td>
<td>2,000,000</td>
<td>2,000,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>University Center D</td>
<td>Roof - UCD Reroof</td>
<td>CF $2M or &gt;</td>
<td>1,925,000</td>
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<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Renovate Hydrotherapy</td>
<td>Subject to funding availability $ 3,100,000</td>
<td></td>
<td></td>
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<td></td>
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<td></td>
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<td></td>
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</tr>
<tr>
<td></td>
<td>Figg Dining Expansion</td>
<td>Subject to funding availability $ 3,500,000</td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
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<td></td>
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</tr>
</tbody>
</table>
DRAFT COVER LETTER

July 1, 2021

Mr. Tim Jones
Vice Chancellor
Finance/Administration and CFO
Florida Board of Governors
State University System
325 West Gaines Street
Florida Education Center
Tallahassee, Florida 32399-0400

RE: FY2022-2023 Fixed Capital Outlay Budget Request

Dear Mr. Jones,

Please find enclosed two copies of Florida State University’s FY2022-2023 Fixed Capital Outlay Budget Request as requested in your April 2021 electronic memorandum.

This year’s Budget Request list of projects submitted differs from previous years to comply with the new directive to limit the number of projects in the first year to two and to only include those projects with Educational Plant Survey recommendations within the 5-year period. All project requests have been reviewed and updated, where necessary, to account for any changes in scope or cost that may have been incurred since last year.

Funding requests have been prioritized per the Board of Governor’s instructions included in your memo and each of the projects for which funding is requested are included in the University’s adopted Campus Master Plan and all of them were favorably considered during the most recent Educational Plant Survey.

Florida State is currently working on one P3 projects which is the proposed development of a hotel on our Main Campus. This project is in the beginning stage of development, but we will continue to seek all necessary reviews by the Board of Governors at the appropriate time.

At this time, we will not be requesting either the reversion or re-appropriation of any previous funding nor are there any other special legislative fixed capital outlay requests.

Included in this letter for preliminary approval by the University’s Board of Trustees, are lists of proposed projects for FY2021-2022 which will be funded from internal resources.
Last month, at their June 16th meeting, the Florida State University Board of Trustees discussed and approved our Five-Year Capital Improvement Plan. Details of that meeting can be found at this link: https://trustees.fsu.edu/meetings/ I am therefore requesting your assistance in helping Florida State fulfill its capital needs.

If you have any questions concerning our submittal, please let us know. The University’s primary point of contact is Mr. Kyle Clark, Vice President for Finance and Administration.

Sincerely,

Ed Burr
Chairman
Florida State University
Board of Trustees

EB/lep
Enclosures
Attachments

cc: President Thrasher
    Provost McRorie
    Vice President Clark
MEMORANDUM

TO: John Thrasher, President
FROM: Kyle Clark, Vice President for Finance & Administration
DATE: June 17, 2021
SUBJECT: Amendment to Regulation FSU-2.024, Tuition and Fees
Continuation of Existing Tuition and Fees; Clarification of Physician Assistant Tuition and Fees
Request for Approval

The proposed amendment continues existing Tuition and Fees at the current rate for the 2021-2022 Academic Year.

A technical change is requested to the Physician’s Assistant Tuition and Fees which are assessed as block fees per Semester. It would make them like the MD Degree program Fees. A student taking fewer than six hours in a semester would be assessed based on the actual credit hours taken and not the entire semester block fee calculated at 12 hours. This would result in a reduction in tuition and fees or any affected students and no increase for any student.

I recommend your approval of this amendment.

KC/aw
Attachment
FSU-2.024    Tuition and Fees.

The following tuition and fees shall be levied and collected in U.S. dollars for each student regularly enrolled, unless specifically provided otherwise, for Fall 2021 2020, Spring 2022 2021, Summer 2022 2021, Per Credit Hour in U.S. Dollars

[Note: Graduate references all graduate degree programs and areas other than as may be specifically provided such as Medicine, Law, Other Professional Programs effective date applies to all but Medicine]
<table>
<thead>
<tr>
<th>Main Campus</th>
<th>Undergraduate</th>
<th>Graduate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>105.07</td>
<td>403.51</td>
</tr>
<tr>
<td>Tuition Differential</td>
<td>49.59</td>
<td></td>
</tr>
<tr>
<td>Student Financial Aid Fee</td>
<td>5.25</td>
<td>20.17</td>
</tr>
<tr>
<td>Capital Improvement Trust Fund Fee</td>
<td>4.76</td>
<td>4.76</td>
</tr>
<tr>
<td>Athletics Fee</td>
<td>7.90</td>
<td>7.90</td>
</tr>
<tr>
<td>Activity &amp; Service Fee</td>
<td>12.86</td>
<td>12.86</td>
</tr>
<tr>
<td>Student Health Fee</td>
<td>13.97</td>
<td>13.97</td>
</tr>
<tr>
<td>Transportation Access Fee</td>
<td>8.90</td>
<td>8.90</td>
</tr>
<tr>
<td>Student Facility Use Fee [+ 20.00/semester]</td>
<td>2.00</td>
<td>2.00</td>
</tr>
<tr>
<td>Technology Fee</td>
<td>5.25</td>
<td>5.25</td>
</tr>
<tr>
<td>Total Per Credit Hour (PCH) Resident Rate</td>
<td>215.55</td>
<td>479.32</td>
</tr>
<tr>
<td>Student Facility Use Fee Per Semester</td>
<td>20.00</td>
<td>20.00</td>
</tr>
</tbody>
</table>

<p>| Out-of-State Fees             |               |           |
| Total PCH Resident Rate       | 215.55        | 479.32    |
| Out-of-State Fee              | 481.48        | 601.34    |
| Out-of-State Student Financial Aid Fee | 24.07  | 30.06     |
| Total PCH Out-of-State Rate   | 721.10        | 1,110.72  |
| Student Facility Use Fee Per Semester | 20.00   | 20.00    |</p>
<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>602.36</td>
</tr>
<tr>
<td>Student Financial Aid Fee</td>
<td>30.11</td>
</tr>
<tr>
<td>Capital Improvement Trust Fund Fee</td>
<td>4.76</td>
</tr>
<tr>
<td>Athletics Fee</td>
<td>7.90</td>
</tr>
<tr>
<td>Activity &amp; Service Fee</td>
<td>12.86</td>
</tr>
<tr>
<td>Student Health Fee</td>
<td>13.97</td>
</tr>
<tr>
<td>Transportation Access Fee</td>
<td>8.90</td>
</tr>
<tr>
<td>Student Facility Use Fee</td>
<td>2.00</td>
</tr>
<tr>
<td>Technology Fee</td>
<td>5.25</td>
</tr>
<tr>
<td>Total (PCH) Resident Rate</td>
<td>688.11</td>
</tr>
<tr>
<td>Student Facility Use Fee Per Semester</td>
<td>20.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Out-of-State Fees</td>
<td></td>
</tr>
<tr>
<td>Total PCH Resident Rate</td>
<td>688.11</td>
</tr>
<tr>
<td>Out-of-State Fee</td>
<td>635.31</td>
</tr>
<tr>
<td>Out-of-State Student Financial Aid Fee</td>
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</tr>
<tr>
<td>Total PCH Out-of-State Rate</td>
<td>1,355.18</td>
</tr>
<tr>
<td>Student Facility Use Fee Per Semester</td>
<td>20.00</td>
</tr>
<tr>
<td>Panama City Campus</td>
<td>Undergraduate</td>
</tr>
<tr>
<td>--------------------</td>
<td>---------------</td>
</tr>
<tr>
<td>Tuition</td>
<td>105.07</td>
</tr>
<tr>
<td>Tuition Differential</td>
<td>49.59</td>
</tr>
<tr>
<td>Student Financial Aid Fee</td>
<td>5.25</td>
</tr>
<tr>
<td>Capital Improvement Trust Fund Fee</td>
<td>4.76</td>
</tr>
<tr>
<td>Athletics Fee</td>
<td>0.69*</td>
</tr>
<tr>
<td>Activity &amp; Service Fee</td>
<td>9.88</td>
</tr>
<tr>
<td>Student Health Fee</td>
<td></td>
</tr>
<tr>
<td>Technology Fee</td>
<td>5.25</td>
</tr>
<tr>
<td>Total PCH Resident Rate</td>
<td>180.49</td>
</tr>
<tr>
<td>Out-of-State Fees</td>
<td></td>
</tr>
<tr>
<td>Total PCH Resident Rate</td>
<td>180.49</td>
</tr>
<tr>
<td>Out-of-State Fee</td>
<td>481.48</td>
</tr>
<tr>
<td>Out-of-State Student Financial Aid Fee</td>
<td>24.07</td>
</tr>
<tr>
<td>Total PCH Out-of-State Rate</td>
<td>686.04</td>
</tr>
</tbody>
</table>

*Panama City Students may opt to pay Main Campus rate in exchange for Main Campus Athletic Fee benefits*
<table>
<thead>
<tr>
<th>Fee</th>
<th>Undergraduate</th>
<th>Graduate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>105.07</td>
<td>403.51</td>
</tr>
<tr>
<td>Tuition Differential</td>
<td>49.59</td>
<td></td>
</tr>
<tr>
<td>Student Financial Aid Fee</td>
<td>5.25</td>
<td>20.17</td>
</tr>
<tr>
<td>Capital Improvement Trust Fund Fee</td>
<td>4.76</td>
<td>4.76</td>
</tr>
<tr>
<td>Athletics Fee</td>
<td>0.69</td>
<td>0.69</td>
</tr>
<tr>
<td>Activity &amp; Service Fee</td>
<td>11.69</td>
<td>11.69</td>
</tr>
<tr>
<td>Student Health Fee</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Technology Fee</td>
<td>5.25</td>
<td>5.25</td>
</tr>
<tr>
<td>Total PCH Resident Rate</td>
<td>182.30</td>
<td>446.07</td>
</tr>
<tr>
<td>Out-of-State Fees</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total PCH Resident Rate</td>
<td>182.30</td>
<td>446.07</td>
</tr>
<tr>
<td>Out-of-State Fee</td>
<td>481.48</td>
<td>601.34</td>
</tr>
<tr>
<td>Out-of-State Student Financial Aid Fee</td>
<td>24.07</td>
<td>30.06</td>
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<tr>
<td>Total PCH Out-of-State Rate</td>
<td>687.85</td>
<td>1,077.97</td>
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<tr>
<td><strong>In State Fees Assessed:</strong></td>
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<td></td>
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<tr>
<td>-----------------------------</td>
<td>-------</td>
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</tr>
<tr>
<td><strong>Following assessed per year</strong></td>
<td></td>
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</tr>
<tr>
<td><strong>Tuition</strong></td>
<td>22,408.12</td>
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<tr>
<td><strong>Student Financial Aid Fee</strong></td>
<td>1,120.41</td>
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<tr>
<td><strong>Capital Improvement Trust Fund Fee</strong></td>
<td>190.40</td>
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<tr>
<td><strong>Athletics Fee</strong></td>
<td>284.40</td>
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</tr>
<tr>
<td><strong>Activity &amp; Service Fee</strong></td>
<td>462.96</td>
<td></td>
</tr>
<tr>
<td><strong>Student Health Fee</strong></td>
<td>502.92</td>
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<tr>
<td><strong>Following assessed per credit hour</strong></td>
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<tr>
<td><strong>Technology Fee</strong></td>
<td>189.00</td>
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</tr>
<tr>
<td><strong>Transportation Access Fee</strong></td>
<td>320.40</td>
<td></td>
</tr>
<tr>
<td><strong>Student Facility Use Fee</strong></td>
<td>132.00</td>
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</table>

<table>
<thead>
<tr>
<th><strong>Out-of-State Fees (Per Year)</strong></th>
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</tr>
</thead>
<tbody>
<tr>
<td><strong>Out-of-State Fee</strong></td>
<td>32,905.90</td>
</tr>
<tr>
<td><strong>Out-of-State Student Financial Aid Fee</strong></td>
<td>1,645.29</td>
</tr>
</tbody>
</table>
College of Medicine Notes:

The academic year for the College of Medicine consists of Summer, Fall, and Spring Semesters.

The Student Facilities Use Fee is not assessed to 3rd & 4th Year College of Medicine students, as their studies are conducted off-campus.

A College of Medicine student taking six or more semester hours will pay the full rate as provided herein for tuition and fees. Any student approved to attend fewer than six semester hours will pay the tuition and fees at the Graduate Student Rate for the actual number of semester hours.
### Other Professional Programs

**Master of Science-Nurse Anesthesia (Panama City Campus)-per semester**

**Doctor of Nurse Anesthesia Practice (DNAP), (Panama City Campus)-per semester**

(remaining Summer 2021)

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Tuition</td>
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<tr>
<td>Student Financial Aid Fee</td>
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<tr>
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<td>51.12</td>
</tr>
<tr>
<td>Athletics Fee</td>
<td>8.26</td>
</tr>
<tr>
<td>Activity &amp; Service Fee</td>
<td>118.56</td>
</tr>
<tr>
<td>Technology Fee</td>
<td>423.75</td>
</tr>
</tbody>
</table>

**Physician Assistant**

Following assessed per year

[Local and other per-credit fees set at 36-hour year]

<table>
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<th>Item</th>
<th>Amount</th>
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<tbody>
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<td>Student Financial Aid Fee</td>
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<tr>
<td>Capital Improvement Trust Fund Fee</td>
<td>171.36</td>
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<tr>
<td>Athletics Fee</td>
<td>284.40</td>
</tr>
<tr>
<td>Activity &amp; Service Fee</td>
<td>462.96</td>
</tr>
<tr>
<td>Student Health Fee</td>
<td>502.92</td>
</tr>
<tr>
<td>Technology Fee</td>
<td>189.00</td>
</tr>
<tr>
<td>Transportation Access Fee</td>
<td>320.40</td>
</tr>
<tr>
<td>Student Facility Use Fee [20.00/semester + 2.00/credit hr.]</td>
<td>132.00</td>
</tr>
<tr>
<td>Total In-State Fee</td>
<td>31,463.04</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Out-of-State Fees (Per Year)</td>
<td></td>
</tr>
<tr>
<td>Out-of-State Fee</td>
<td>10,000.00</td>
</tr>
<tr>
<td>Out-of-State Student Financial Aid Fee</td>
<td>500.00</td>
</tr>
<tr>
<td>Total Out-of-State Fee</td>
<td>41,963.04</td>
</tr>
</tbody>
</table>

**Physician Assistant Tuition and Fee Note** A Physician Assistant (PA) student taking six or more semester hours will pay the full rate as provided herein for tuition and fees. Any PA student approved to attend fewer than six semester hours will pay the tuition and fees at the Graduate Student Rate for the actual number of semester hours.
<table>
<thead>
<tr>
<th>Distance Learning</th>
<th>Undergraduate</th>
<th>Graduate</th>
</tr>
</thead>
<tbody>
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<td>Tuition</td>
<td>105.07</td>
<td>403.51</td>
</tr>
<tr>
<td>Tuition Differential</td>
<td>49.59</td>
<td></td>
</tr>
<tr>
<td>Student Financial Aid Fee</td>
<td>5.25</td>
<td>20.17</td>
</tr>
<tr>
<td>Capital Improvement Trust Fund Fee</td>
<td>4.76</td>
<td>4.76</td>
</tr>
<tr>
<td>Athletics Fee</td>
<td>0.69</td>
<td>0.69</td>
</tr>
<tr>
<td>Activity &amp; Service Fee</td>
<td>9.88</td>
<td>9.88</td>
</tr>
<tr>
<td>Student Health Fee</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Transportation Access Fee</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Student Facility Use Fee [+ 20.00/semester]</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Technology Fee</td>
<td>5.25</td>
<td>5.25</td>
</tr>
<tr>
<td>Total Per Credit Hour (PCH) Resident Rate</td>
<td>180.49</td>
<td>444.26</td>
</tr>
<tr>
<td>Total PCH Resident Rate</td>
<td>180.49</td>
<td>444.26</td>
</tr>
<tr>
<td>------------------------</td>
<td>--------</td>
<td>--------</td>
</tr>
<tr>
<td>Out-of-State Fee</td>
<td>481.48</td>
<td>601.34</td>
</tr>
<tr>
<td>Out-of-State Student Financial Aid Fee</td>
<td>24.07</td>
<td>30.06</td>
</tr>
<tr>
<td>Total PCH Out-of-State Rate</td>
<td>686.04</td>
<td>1,075.66</td>
</tr>
</tbody>
</table>

**Student Facility Use Fee Per Semester**

**Definition:**

**Distance Learning Student:** A distance learning student is one who is coded as such in the Office of the University Registrar. Note that students are assessed distance learning rates when they are coded as a distance learner student based on policies established by the Registrar but that all students enrolled in online courses are not automatically deemed distance learners for tuition purposes.

**Tuition and Fees:** For the purposes of this regulation, tuition and fees refers to the standard charges assessed pursuant to State Statute, Board of Governors and Florida State University Regulation.