

Agenda
The Florida State University Board of Trustees
Conference Call
March 28, 2003
11:00 a.m. to 12:00 Noon

I. Call to Order and Roll Call

Dr. T.K. Wetherell, President

II. Approval of January 24, 2003 Board of Trustees Meeting Minutes

Chairman Thrasher and the Board

III. Chair's Remarks

Chairman Thrasher

IV. President's Report

Dr. T.K. Wetherell, President

V. Action Items:

1. Approval of a Procedure for Considering Consent Items
Dr. T.K. Wetherell, President
2. Rental Rates for Student Housing, Fall 2003
Dr. Mary Coburn, Vice President for Student Affairs
3. Federal Health Insurance Portability and Accountability Act (HIPAA) Compliance
Gregg Gleason, Associate General Counsel
4. Special Pay Plan
John Carnaghi, Senior Vice President for Finance and Administration
5. Executive Service— Movement of Certain Positions to Executive Service Classification
John Carnaghi, Senior Vice President for Finance and Administration
6. Creation of an M.S. in Management Information Systems in the College of Business
Dr. Lawrence G. Abele, Executive Vice President for Academic Affairs and Provost
7. Report on Tenure
Dr. Lawrence G. Abele, Executive Vice President for Academic Affairs and Provost
8. Report on Equity Accountability Program
Dr. Lawrence G. Abele, Executive Vice President for Academic Affairs and Provost

VI. Adjournment

**The Florida State University Board of Trustees
Conference Call
March 28, 2003
Issue Summary**

Board Action Items:

- Issue 1:** Procedure for Consent Items on the Agenda
Recommendation: Approval of Procedure for Consent Items on the Agenda
Responsible Staff: Dr. T.K. Wetherell, President
- Issue 2:** Rental Rates for Student Housing, Fall 2003
Recommendation: Approval of Rental Rates for Student Housing, Fall 2003
Responsible Staff: Dr. Mary Coburn, Vice President for Student Affairs
- Issue 3:** Federal Health Insurance Portability and Accountability Act (HIPAA) Compliance
Recommendation: Approval of Federal Health Insurance Portability and Accountability Act (HIPAA) Compliance
Responsible Staff: Gregg Gleason, Associate General Counsel
- Issue 4:** Special Pay Plan
Recommendation: Approval of Special Pay Plan
Responsible Staff: John Carnaghi, Senior Vice President for Finance & Administration
- Issue 5:** Executive Service—Movement of Certain Positions to Executive Service Classification
Recommendation: Approval of Executive Service— Movement of Certain Positions to Executive Service Classification
Responsible Staff: John Carnaghi, Senior Vice President for Finance & Administration
- Issue 6:** Creation of an M.S. in Management Information Systems in the College of Business
Recommendation: Approval of Creation of an M.S. in Management Information Systems in the College of Business
Responsible Staff: Dr. Lawrence G. Abele, Executive Vice President for Academic Affairs and Provost
- Issue 7:** Report on Tenure
Recommendation: Approval of Report on Tenure
Responsible Staff: Dr. Lawrence G. Abele, Executive Vice President for Academic Affairs and Provost
- Issue 8:** Report on Equity Accountability Program Report
Recommendation: Approval of Report on Equity Accountability Program Report
Responsible Staff: Dr. Lawrence G. Abele, Executive Vice President for Academic Affairs and Provost

BOARD OF TRUSTEES

March 20, 2003

SUBJECT: Procedure for Consent Items on the Agenda

PROPOSED BOARD ACTION

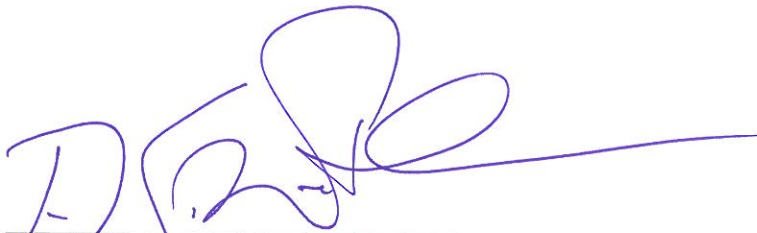
Approval of a procedure for consideration of consent items on Board of Trustees' meeting agendas.

PROPOSED PROCEDURE

Section 203 (e) 5. of the FSU Board of Trustees Operating Procedures provides for the consideration of consent items. The Board is asked to consider a procedure for rapidly considering administrative and ministerial issues on Board agendas. The procedure is to provide information on all consent items to Board members seven days in advance in accordance with Board Operating Procedures. If any member has an objection to a consent item it will be removed from the consent items and placed on the agenda for discussion. The Board will consider all consent items in one motion.

Responsible Staff: Laura Brock

Phone: 645-5096



Approved



UNIVERSITY HOUSING

133 South Wildwood
Tallahassee, Florida 32306-4174

MEMORANDUM

TO: President Wetherell
FROM: Mary B. Coburn *MBC*
DATE: March 12, 2003
RE: Rental Rates for Student Housing, Fall 2003
Proposed

The Auxiliary Service Board has reviewed and approved the proposed rental rates for Fall 2003. Essentially the proposed increases range from 2.94% to 5.13%. The rent increase will fund essential physical plant improvements and salary increases. The increase will allow us to continue the reserves set aside to fund renovation needs.

The materials prepared for the review of students and the Auxiliary Service Board are attached. Should you need additional information please let me know.

MBC/jbp

Attachment



Approved

FLORIDA STATE UNIVERSITY
 DIVISION OF STUDENT AFFAIRS
 UNIVERSITY HOUSING
 I. PROPOSED RENTAL RATES, FALL 2003

NAME AND DESCRIPTION OF RENTAL UNITS	CURRENT RENTAL RATE	PROPOSED RENTAL RATE	RENTAL RATE INCREASE	PERCENT RENTAL RATE INCREASE
RESIDENCE HALLS:				
SEMESTER RENTAL RATE PER RESIDENT FOR: DEGRAFF, DEVINEY, DORMAN, KELLUM, LANDIS AIR CONDITIONED, LOCAL TELEPHONE SERVICE AND REFRIGERATOR				
DOUBLE ROOM	1560	1640	80	5.13%
SINGLE ROOM	1800	1895	95	5.28%
TRIPLE ROOM	1485	1560	75	5.05%
QUAD ROOM	1455	1530	75	5.15%
SEMESTER RENTAL RATE PER RESIDENT FOR: SMITH: LOCAL TELEPHONE SERVICE AND REFRIGERATOR, AIR CONDITIONED				
DOUBLE ROOM	1455	1530	75	5.15%
SEMESTER RENTAL RATE PER RESIDENT FOR: MCCOLLUM; AIR-CONDITIONED APARTMENTS WITH LOCAL TELEPHONE SERVICE AND UTILITIES				
EFFICIENCY	2100	2215	115	5.48%
TOWNHOUSE	1645	1730	85	5.17%
SEMESTER RENTAL RATE PER RESIDENT FOR: JENNIE MURPHREE, REYNOLDS, BRYAN, BROWARD, CAWTHON, GILCHRIST; RENOVATED AIR-CONDITIONED SUITES, LOCAL TELEPHONE SERVICE AND REFRIGERATOR				
DOUBLE ROOM	1890	1985	95	5.03%
SINGLE ROOM	2125	2235	110	5.18%
TRIPLE ROOM	1805	1895	90	4.99%
QUAD WITH BATH	1890	1985	95	5.03%
TRIPLE WITH BATH	1890	1985	95	5.03%
DOUBLE WITH BATH	2125	2235	110	5.18%
SINGLE WITH BATH	2205	2320	115	5.22%
SEMESTER RENTAL RATE PER RESIDENT FOR: SALLEY; LOCAL TELEPHONE SERVICE AND REFRIGERATOR, AIR CONDITIONED SUITES				
DOUBLE ROOM	1755	1845	90	5.13%
SEMESTER RENTAL RATE PER RESIDENT FOR: NEW HALL; FOUR BEDROOM APARTMENTS FOR FOUR SINGLE STUDENTS, AIR CONDITIONED WITH LOCAL TELEPHONE SERVICE AND UTILITIES INCLUDED				
		2,235		

FLORIDA STATE UNIVERSITY
 DIVISION OF STUDENT AFFAIRS
 UNIVERSITY HOUSING
 I. PROPOSED RENTAL RATES, FALL 2003

NAME AND DESCRIPTION OF RENTAL UNITS	CURRENT RENTAL RATE	PROPOSED RENTAL RATE	RENTAL RATE INCREASE	PERCENT RENTAL RATE INCREASE
APARTMENTS:				
ALUMNI VILLAGE: APARTMENTS FOR STUDENTS WITH DEPENDENTS AND OTHER NONTRADITIONAL STUDENTS. MONTHLY RENTAL RATES FOR 791 ONE, TWO, AND THREE BEDROOM UNITS (UTILITIES AND TELEPHONE CHARGES NOT INCLUDED)				
1 BEDROOM	310	320	10	3.23%
1 BEDROOM (AIR-CONDITIONED)	335	346	11	3.28%
2 BEDROOM FLAT	335	345	10	2.99%
2 BEDROOM FLAT (AIR-CONDITIONED)	360	371	11	3.06%
2 BEDROOM TOWNHOUSE	418	430	12	2.87%
2 BEDROOM TOWNHOUSE (AIR-CONDITIONED)	468	482	14	2.99%
3 BEDROOM	490	505	15	3.06%
3 BEDROOM (AIR-CONDITIONED)	540	557	17	3.15%
ROGERS HALL: ONE BEDROOM APARTMENTS FOR TWO SINGLE GRADUATE STUDENTS, MONTHLY RENTAL RATE PER RESIDENT. (UTILITIES AND LOCAL TELEPHONE SERVICE INCLUDED)				
	340	350	10	2.94%
NEW HALL: FOUR BEDROOM APARTMENTS FOR FOUR SINGLE GRADUATE STUDENTS, SEMESTER RENTAL RATE PER RESIDENT (UTILITIES AND LOCAL TELEPHONE SERVICE INCLUDED)				
		2,235		

NOTE: IN RESIDENCE HALLS THE SEMESTER RATE INCLUDES \$16.00 FOR MAIL BOXES. RESIDENTS OF ROGERS HALL PAY A SEPARATE \$16.00 FEE EACH SEMESTER. THIS FEE IS COLLECTED IN BEHALF OF THE UNIVERSITY POSTAL SERVICE. ALUMNI VILLAGE RESIDENTS DO NOT PAY A POSTAL BOX FEE.

FLORIDA STATE UNIVERSITY
 DIVISION OF STUDENT AFFAIRS
 UNIVERSITY HOUSING
 II. OTHER CHARGES ASSOCIATED WITH STUDENT HOUSING
 FALL, 2003

THESE CHARGES ARE SPECIFIED IN THE HOUSING AGREEMENT WHICH EACH APPLICANT FOR UNIVERSITY HOUSING SUBMITS.

PREPAYMENTS FOR RESERVATION OF HOUSING

RESIDENCE HALLS		
	FIRST TIME APPLICANTS	\$225.00
	RETURNING APPLICANTS	\$100.00
APARTMENTS		\$75.00

CANCELLATION CHARGES

RESIDENCE HALLS		
NON-REFUNDABLE PORTION OF PREPAYMENT:		
	CANCEL THROUGH MAY 1	\$50.00
	CANCEL BETWEEN MAY 2 AND JULY 1	\$75.00
	CANCEL AFTER JULY 2 UNTIL OPENING	\$100.00
	FAILURE TO CANCEL BY DESIGNATED DATE	50% RENTAL FEE
APARTMENTS		
	NON-REFUNDABLE PREPAYMENT	\$75.00
	FAILURE TO GIVE 30 DAY NOTICE	ONE MONTH'S RENT

LATE FEES

RESIDENCE HALLS		
	FAILURE TO PAY BY FIFTH DAY OF CLASSES (EXCEPTION: FIRST SEMESTER WHEN PAYMENTS ARE DUE PRIOR TO BEGINNING OF SCHOOL OR DEPARTMENTAL APPROVED DEFERMENT)	\$25.00
	FAILURE TO PAY INSTALLMENT OPTION BY DESIGNATED DATE	\$10.00
APARTMENTS		
	MONTHLY RENT DUE ON FIRST DAY OF MONTH, FAILURE TO PAY BY TENTH OF MONTH	\$10.00

SPECIAL RENTAL RATES

RESIDENT ASSISTANT RENT (RESIDENCE HALLS)	75% DOUBLE ROOM RATE
RESIDENT MANAGER RENT (ALUMNI VILLAGE)	50% 3 BEDROOM APT. RATE
UNIQUE FACILITIES WITHIN RESIDENCE HALLS (I.E., A FEW APARTMENTS, ROOMS WITH BATH)	INDIVIDUALLY PRICED BASED UPON SPECIAL FEATURES
FLEXIBILITY TO MODIFY SUMMER RATES	BASED ON MARKET CONDITIONS

NOTES

PREPAYMENTS ARE APPLIED TO INITIAL FULL RENT CHARGES

Proposed 2003-2004 Rates
for Student Housing in Selected Public Universities in the South

	<u>A/C Room</u>	<u>A/C</u>	<u>Family/Graduate Apartments***</u>			Percent Increase Over Current Rate
	Double Room (Per term cost)	Double Suite	1	Number of Bedrooms 2 (cost/month)		
CLEMSON***	\$1035-\$1185	\$1510-\$1720		\$355		0% apts 6.0% res. halls
DUKE	\$2655					4.07%
FLORIDA INTERNATIONAL UNIVERSITY**+		\$1965-\$2002	\$680-\$938	\$430-\$908		3%
FLORIDA STATE UNIVERSITY**	\$1640	\$1845-\$1985	\$320	\$345-\$430	\$505	5.0% res. halls 3.0% apts.
GEORGIA TECH**	\$1796	\$1874	\$808	\$875	\$937	8%
LOUISIANA STATE UNIVERSITY**	\$1565	\$1660	\$439	\$444	\$499	5% res. halls 5% family apts.
NORTH CAROLINA STATE**	\$1755		\$506	\$562		4.8% res. halls 10% apts.
UNIVERSITY OF ALABAMA**	\$1295	\$1395	\$330-\$500	\$395-\$605		4.5%
UNIVERSITY OF CENTRAL FLORIDA**	\$1850-\$2200					8% res. halls
UNIVERSITY OF FLORIDA***	\$1583	\$1927	\$322	\$350	\$375	6.77% res. halls 5% apts.
UNIVERSITY OF KENTUCKY***	\$1442	\$1442	\$545	\$572		5%
UNIVERSITY OF S. CAROLINA***	\$1198-\$1328	\$1434-\$1528	\$502-\$672	\$571-\$790	\$598	5%
UNIVERSITY OF S. FLORIDA***	\$1409	\$1409		\$850		5%
UNIVERSITY OF TENNESSEE**	\$1240	\$1240	\$345-\$385	\$345-\$405	\$375-\$400	5% res. halls 3.8-4.5% apts.
UNIVERSITY OF GEORGIA***	\$1514	\$1664	\$352-\$532	\$427-\$597		4% res. halls 4% apts.

**Semester System

***Utilities not included in rates of Florida State University, University of Florida, University of Tennessee.
Some utilities included in rates of South Carolina, Louisiana State, University of Georgia.

+includes Cable TV

ITEM:

BOARD OF TRUSTEES

(Date)

SUBJECT: Federal Health Insurance Portability and Accountability Act (HIPAA)

PROPOSED BOARD ACTION

Declare The Florida State University a "hybrid entity" and delegate to President Wetherell or his designee the authority to take actions necessary to comply with HIPAA

BACKGROUND INFORMATION

HIPAA compliance is required of health plans, health care clearinghouses, and health care providers that transmit health information in electronic form in connection with a transmission specified in that federal law. A survey of FSU offices, centers, and clinics, that provide health care services has been done and, due to the electronic transactions which are either ongoing, or will take place in the near future, it appears that the university will be subject to HIPAA. The Board of Trustees' declaration that the university is a "hybrid entity" (an entity whose activities include functions which are covered by HIPAA, as well as those which are not) will mean that only the employees involved with health care activities that are subject to HIPAA must be trained in HIPAA compliance, rather than having all university employees undergo such training.

Supporting Documentation Included: N/A

Other Support Documents Available: N/A

Contact: Gregg A. Gleason

Phone: 644-3343

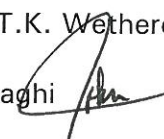
A handwritten signature in black ink, appearing to read "F.K. Wetherell". The signature is written in a cursive style with a long horizontal line extending to the right.



The Florida State University
Office of the Senior Vice President
for Finance and Administration
214 Westcott Building • Tallahassee, FL 32306-1320
(850) 644-4444 • FAX: (850) 644-4447

MEMORANDUM

TO: President T.K. Wetherell

FROM: John Carnaghi 

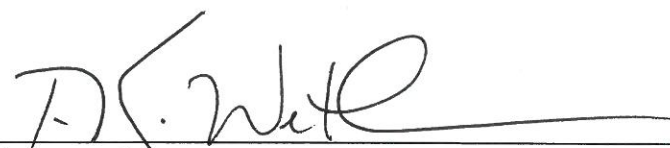
DATE: March 18, 2003

SUBJECT: Special Pay Plans for Leave Separation Payments Compensation
Proposed

We propose to establish Special Pay Plans (SPP) into which some FSU employee leave separation payments would be paid. SPP's are a form of qualified employer-provided deferred compensation under Internal Revenue Code Sections 401(a), 403(b), and 457. Based on the opinion of our General Counsel's Office, the University Board of Trustees have the powers to authorize implementation of such plans. If authorized and adopted, the SPP plan documents will define and mandate the employees who will participate and the covered payment type(s). Covered payments are exempt from both withholding and FICA taxation. Contributions into SSP's will not adversely affect employees' FRS or ORP retirement benefits. The primary monetary benefit to the university is the employer FICA tax savings. In 2002, the university could have saved about \$125,000 if SPP's had covered all annual and sick leave payouts. The employee receives an equivalent FICA tax savings and also benefits from the accumulation of investment earnings on the gross - rather than after-tax - contribution amount. The employees have the choice of keeping the contributions invested in the plan, rolling them into another qualified plan, or taking a distribution. Distributions from the SPP to the former employees are subject to income tax in the year of withdrawal and may be subject to IRS surtax penalties under certain circumstances. With the exception of employees with regular earnings at or above the FICA income maximum, SPP contributions may reduce the social security benefit that would otherwise be received had it been subject to FICA taxation. A full and detailed report on SSP's is attached.

Approval of this proposal – including the attached Board of Trustees resolution – will allow us to proceed with the implementation of the program.

JC/mb
Attachments


Approved

REPORT ON SPECIAL PAY PLANS FOR ANNUAL AND SICK LEAVE PAYMENTS AND OTHER FORMS OF SUPPLEMENTAL COMPENSATION

This is a report encompassing Special Pay Plans. Additional information specific to Florida State University is also provided.

General Counsel's Opinion

Pursuant to the Florida Board of Governors Resolution, dated January 7, 2003, The Florida State University Board of Trustees (FSU BOT) has authority to establish the personnel program for University employees, including compensation. In our opinion, special pay plans fall within the general definition of compensation. Further, the FSU BOT may pass a Resolution that establishes 401(a) special pay plans and delegates its authority to the President or his designee to take the necessary steps to implement special pay plans. Pursuant to F.S. 1001.75(3) the President may "establish policies and procedures to . . . compensate . . . personnel, within law and rules of the State Board of Education (now the Board of Governors) and in accordance with rules or policies approved by the university board of trustees."

Covered Compensation

Compensation eligible for tax-deferred treatment under Special Pay Plans are:

1. Annual and sick leave payouts upon separation from service or DROP entry.
2. Other special compensation payments, such as bonus payments and supplemental compensation funded by direct support organizations.

Establishing a Special Pay Plan

Special Pay Plans are qualified employer-funded deferred compensation plans and can be established under Internal Revenue Code Sections 401(a), 403(b), or 457. The specific types of compensation and employees eligible for participation must be defined in the plan document(s). Once defined, participation is mandatory. Upon payment, the covered compensation is treated like an employer contribution into a qualified deferred compensation plan. Multiple plans can be adopted to define different categories of covered compensation and eligible participants as well as to maximize overall plan contribution limits. The minimum distribution age for Section 401(a) and 403(b) plan types is 55 years upon termination of employment. Accordingly, employees younger than 55 years who take distributions will be subject to a 10% excise tax penalty on the distribution. There is no minimum age limit imposed on 457(b) plans after separation of service.

Status of Contributions

The contributions into Special Pay Plans will be directed to a qualified vendor for investment. The employees will be able to select which type of investment fund (equity, fixed, guaranteed, etc.) they want from a list of funds offered by the vendor. Employees may leave the contributions in the selected investment fund, transfer/roll-over contributions to any other vendor offering a qualified plan, or request a distribution of the contributions.

Contribution Limits

It will be necessary to coordinate contributions into Special Pay Plans with the applicable 401(a) and 403(b) deferred compensation limitation (\$40,000 each for 2003). This limitation includes both employer and employee contributions made during the plan year. Accordingly, employees who participate in ORP will be impacted most by this limitation. Internal Revenue Code rules permit excess contributions to be carried forward to subsequent plan years. Provisions within the plan document actually control whether excess amounts are carried forward or paid to the employee. All cash payments are subject to withholding and FICA taxes.

Tax Effect on Contributions

The types of compensation eligible for Special Pay Plan treatment are generally defined as “supplemental compensation” for IRS tax purposes. In the course of normal payment, these payments are to a 27% withholding and applicable FICA tax rates. FICA tax is an employment tax that consists of two components: OASDI (6.2%) and Medicare (1.45%). Both employers and employees are required to pay FICA contributions of up to 7.65% each. There is a cap on income subject to OASDI (\$87,000 for 2003), but no income cap on Medicare contributions.

When paid under a Special Pay Plan, the total gross contribution is exempt from both withholding and FICA taxes. Therefore, a larger amount is available to the employee for investment or distribution. An illustration of a \$25,000 leave payout - covered and uncovered by the plan - is provided below. The illustration assumes that the payee is subject to the full 7.65% FICA contribution rate. If employees have reached the OASDI ceiling, the illustration should be adjusted to take that into account.

	Regular Leave Payout	Special Pay Plan
Gross leave payout	\$25,000	\$25,000
Special Pay Plan Contribution	0	- \$25,000 (remitted to vendor for investment)
Taxable earnings	\$25,000	\$0
Less: 27% income tax	- \$6,750	\$0
Less: 6.2% OASDI	- \$1,550	\$0
Less: 1.45% Medicare	- \$363	\$0
Net take-home pay	\$16,337	\$0

Tax Effect on Distributions

Distributions from the Special Pay Plan are considered taxable income in the calendar year of receipt. Distributions are subject to a 20% withholding rate. Note that the actual tax due depends on the recipient's effective income tax rate for that year. If the recipient is under age 55, a 10% excise tax penalty applies. The plan document can be structured to exclude participants under age 55 or to reimburse any net tax penalties that are incurred by employees. Funding for these reimbursements would presumably be made from employer FICA tax savings.

An illustration of a \$25,000 plan distribution is provided below. The illustration assumes that the payee is at least age 55. Compare the net distribution amount of \$20,000 versus the \$16,337 net payment in the previous illustration.

	Plan Distribution
Gross Distribution	\$25,000
Less: 20% income tax	- \$5,000
Net Distribution	\$20,000

Effect on FRS/ORP Retirement Benefits

FRS participants retire with the expectation that their annual leave payout is included in their five-high years retirement benefit calculation. ORP participants expect an employer deferred compensation contribution on the gross annual leave payout amount. FRS permits a continuation of these practices. Therefore, annual leave contributions into a Special Pay Plan will not adversely affect employee FRS or ORP pension benefits. Sick leave payouts and other forms of supplemental compensation payments have never affected either FRS or ORP pension benefits.

Effect on Social Security Benefits

Because Special Pay Plan contributions are not subject to FICA tax, they are not included in the social security retirement benefit calculation. Employees who meet or exceed the maximum income subject to the OASDI component (\$87,000 for 2003) are not affected, because the social security retirement benefit calculation does not include income over the OASDI limit. Employees with earnings below the OASDI limit may receive a reduced social security benefit. This reduction is not expected to be significant, however. A brief discussion on how the current social security benefit is calculated is presented below. Specific questions employees may have on this subject should be referred to the local Social Security Administration Office.

To qualify for social security benefits, an employee must earn 40 credits over their working lifetime. An employee can earn up to four credits per year. For 2001, an employee earned one credit per \$870 of income. An employee who grossed \$3,480 or

more during 2001 earned the maximum four credits for that year. Presumably, the wage base per credit earned is indexed in some manner from year to year.

Social security benefits are based on earnings averaged over most of a worker's lifetime. If actual earnings during a year exceed the OASDI contribution cap, then the cap amount is substituted for actual earnings. The actual earnings (up to the cap amount) for each year are indexed to account for changes in average wages since the year that they were earned. Therefore, income earned years ago is multiplied by a higher index number than the most recent year's income. Then an average is calculated using the 35 high indexed earnings amounts.

After the 35 high years are identified, the numbers are added together and divided by 420 to derive an average indexed monthly earnings amount (hereafter referred to as **AIMEA**). The first \$606 of the AIMEA is multiplied by 90%. The next \$607 to \$3,653 of the AIMEA is multiplied by 32%. AIMEA amounts in excess of \$3,653 are multiplied by 15%. The results of these three calculations are added together, and the total is the worker's monthly benefit payable at full retirement age. This monthly benefit is referred to as the "primary insurance amount" or PIA.

Other factors can affect the worker's PIA benefit. Examples include; early retirement age, delayed retirement age, cost-of-living adjustments, windfall eliminations, and governmental offsets. These factors add complexity to the benefits calculation and are not discussed in this report. An additional consideration is the uncertainty surrounding how social security benefits may be adjusted by Congress in the future to address solvency issues facing that program.

Expected Employer FICA Contribution Savings

Based on annual and sick leave payout data provided from the HRMS payroll system and the Payroll Office, the university would have saved \$125,229 if the Special Pay Plan had been in effect during calendar year 2002. According to the data, 544 individual employees could have participated in the plan during 2002. Employer FICA savings in future years are dependent on the number of employees receiving payouts and their accrued hours payable. No estimates have been extrapolated for other forms of supplemental compensation paid during 2002 due to their diversity.

Special Pay Plan Implementation

Implementation of a Special Pay Plan in the short term is contingent upon obtaining approvals from State Payrolls and FRS and completion of necessary payroll system programming changes. As of the date of this report, the timetable is unknown. A Special Pay Plan for sick leave payouts and other forms of supplemental compensation may be able to be implemented more quickly, because there is no need to exchange data for the FRS retirement benefit calculations or ORP contributions that are associated with annual leave payouts. For the long term, it is suggested that the ERP development team include Special Pay Plans into the systems design needed once the university begins processing payroll independently.

THE FLORIDA STATE UNIVERSITY BOARD OF TRUSTEES

SUBJECT: Authorization to Establish Special Pay Plans for Annual & Sick Leave Separation Payments and Other Forms of Supplemental Compensation

DATE: March 28, 2003

**RESOLUTION
OF
THE FLORIDA STATE UNIVERSITY BOARD OF TRUSTEES**

WHEREAS, effective January 7, 2003, the Florida Board of Governors Resolution conveyed authority to the Florida State University Board of Trustees to establish the personnel program for University employees, including compensation; and

WHEREAS, the Florida State University Board of Trustees may pass a resolution to establish Special Pay Plans permitted under applicable sections of the Internal Revenue Code; and

WHEREAS, pursuant to F.S. 1001.75(3), the President may "establish policies and procedures to . . . compensate . . . personnel, within the law and rules of the State Board of Education (now Board of Governors) and in accordance with rules or policies approved by the university board of trustees.";

NOW, THEREFORE, The Florida State University Board of Trustees hereby:

Authorizes the President or his designees to establish Special Pay Plans for annual and sick leave separation payments and other forms of supplemental employee compensation, consistent with the following guidelines:

- a. The plans must comply in form and administration with all applicable Internal Revenue Code requirements;
- b. Retirement benefits payable under the State's defined benefit or defined contribution plans shall not be adversely affected by participation in Special Pay Plans;
- c. Within 30 days after termination of employment, an employee may elect to withdraw Special Pay Plan annual and sick leave contributions without penalty by the plan administrator. If any employee is adversely affected by payment of an excise tax or any

Internal Revenue Service penalty by electing to withdraw these funds within 30 days, the plans shall include a provision which will provide the employee with no less cash than if the employee had not participated in the plan, payable from the plan's employer tax savings.

Date


Chair, The Florida State University Board of Trustees

Secretary, The Florida State University Board of Trustees



The Florida State University
Office of the Senior Vice President
for Finance and Administration
214 Westcott Building • Tallahassee, FL 32306-1320
(850) 644-4444 • FAX: (850) 644-4447

MEMORANDUM

TO: President T. K. Wetherell
FROM: John Carnaghi 
DATE: March 19, 2003
SUBJECT: Executive Service Classification
Proposed

At your direction, we have investigated the cost and positions associated with changing classifications of Assistant and Associate Vice Presidents to the Executive Service classification (see attached). These are high-level FSU officers whose work greatly impacts the direction and future of this institution. As such, the recognition appears appropriate and the cost is nominal. Additionally, the classification allows for nearly immediate dismissal, without cause (60-day notice), in the event a change is needed.

The specific benefits associated with the Executive Service classification are:

- 1) University covers full cost of health insurance.
- 2) University covers full cost of disability insurance.
- 3) University provides two times the annual salary in term life insurance coverage.
- 4) Retirement percentage value for calculating an annual benefit is 2% per year rather than 1.6%.
- 5) Annual leave is earned 9.11 hours per pay period rather than 6.46.
- 6) Sick leave is earned at 5 hours per pay period rather than 4 hours.

I recommend your approval for immediate reclassification of the Assistant and Associate Vice Presidents to Executive Service. Naturally, all the benefits shown above are subject to change, up or down, depending on the budget situation and statutes or policies that might evolve from the Legislature or Board of Trustees.

JRC/tf
Attachment


Approved

Employees Impacted by the Executive Service Classification

Currently on Executive Service Classification

Ralph Alvarez	Associate Vice President and University Budget Director
John Carnaghi	Senior Vice President for Finance and Administration
Mary Coburn	Vice President for Student Affairs
Dave Hart	Athletic Director
Beverly Spencer	Vice President for University Relations
Betty Steffens	General Counsel

Proposed Additions to Executive Service Classification

Dennis Bailey	Associate Vice President for Facilities
David Coury	Inspector General
TBA	Associate Vice President for Admin. Affairs (Student Affairs)
Tom Knowles	Assistant Vice President for Facilities Planning & Const.
Timothy Quinnan	Associate Vice President for Student Affairs
Sherrill Ragans	Associate Vice President for Student Affairs
Larry Reese	Associate Vice President and University Controller
Carolyn Shackelford	Assistant Vice President for Human Resources
Paul Strouts	Associate Vice President for Administration

Estimated Annual Impact on Current Budget if Proposal Implemented

\$23,612 (without increased annual and sick leave liability)



The Florida State University
Tallahassee, Florida 32306-1480

Office of the Dean of the Faculties
314 Westcott Building
(850) 644-6876 FAX (850) 644-3375

24 February 2003

TO: Provost Larry Abele
Dean Steve Edwards

FROM: Angela Lupo-Anderson *Angela*

SUBJECT: M.S. in Management Information Systems

The Department of Management Information Systems (M.I.S.) in the College of Business seeks Implementation Authorization for the M.S. in Management Information Systems, effective immediately. The Florida Board of Regents approved this degree for exploration as part of its 1998-2003 Master Planning process. The faculty, curriculum, courses, and all required resources are in place. This proposed action represents virtually a name change from the major in M.I.S. within the M.S. in Management CIP 52.0201, to a stand alone degree program, M.S. in Management Information Systems, CIP code 52.1201. This new degree program will replace the graduate major in Management. University Board of Trustees authorization of the new degree program will allow students currently enrolled in the major who complete the requirements for the degree this semester to have it so reflected on their diploma.

Please place the proposal on the agenda of the next meeting of the University Board of Trustees.

cc: Dean Anne Rowe
Dean Mel Stith
Associate Vice President Robert Bradley

**FLORIDA STATE UNIVERSITY
SIGNATURE PAGE
PROPOSAL FOR A NEW DEGREE PROGRAM**

COLLEGE / SCHOOL: College of Business

DEPARTMENT: Management Information Systems

NAME OF DEGREE PROGRAM: Master of Science in Management Information
Systems (MS in MIS)

LEVEL:

_____ Bachelors
 X Masters
_____ Doctoral

APPROVED:

David Paradise
Department Curriculum Committee

2/3/03
Date

David Paradise
Department Chairman

2/3/03
Date

James L. Stephens
School/College Curriculum Committee

2/3/03
Date

Melvin T. Stith
Academic Dean

2/3/03
Date

Lianne F. Hanson
Dean of Graduate Studies
(graduate proposal only)

2/6/03
Date

Scott Edwards
Dean of the Faculties

2/25/03
Date

Lawrence J. Abile
Provost and Vice President for
Academic Affairs

2/25/03
Date

REQUEST TO OFFER A NEW DEGREE PROGRAM

Florida State University
University Submitting Proposal

August 2003
Proposed Implementation Date

Management Information Systems
Name of Department(s)

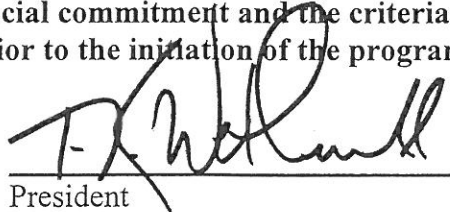
College of Business
Name of College or School

Master of Science in
Management Information Systems
Complete Name of Degree

Management Information Systems
CIP Code: 520201
Academic Specialty or Field

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

Lawrence G. Abele
Vice President for Academic Affairs


President

2-25-03
Date

3-03-03
Date

Indicate the dollar amounts appearing as totals for the first and fifth years of implementation as shown in the appropriate summary columns in BOR Table Three. Provide headcount and FTE estimates of majors for years one through five. Headcount and FTE estimates should be identical to those in BOR Table One.

	<u>Total Estimated Costs</u>	<u>Projected Student HDCT / FTE</u>
First Year of Implementation	\$160,421.76	24 / 22.563
Second Year of Implementation		24 / 22.563
Third Year of Implementation		24 / 22.563
Fourth Year of Implementation		24 / 22.563
Fifth Year of Implementation	\$239,170.83	25 / 22.844

Note: This proposal follows the procedure and format outlined by the staff of the Board of Regents in September 2000.

I. PROGRAM DESCRIPTION

The MS in MIS program prepares students for professional careers in the field of information systems. It focuses on the design and implementation of computer-based systems in organizations, with an emphasis on creating support for organizational decision-making processes and sustaining competitive advantages in the marketplace. It is a 32 hour program intended for applicants with prior undergraduate business degrees (or other related areas) and some work experience, although applications from all interested parties are considered. The major is intended and delivered as a full-time one year program (Fall, Spring, and Summer); however, a determined and flexible part-time student should be able to complete the degree in about two years, with careful planning.

II. INSTITUTIONAL MISSION

The proposed program is consistent with Florida State University's mission statement:

The University's primary role is to serve as a center for advanced graduate and professional studies while emphasizing research and providing excellence in undergraduate programs.

III. PLANNING PROCESS AND TIMETABLE

This degree program has been operational under a different name since 1998. The faculty administering this program were originally hired into the FSU College of Business Department of Management. Hence, the degree has been offered as a specialization within that department. These faculty now form a separate department, the Department of Management Information Systems, and this proposal seeks to essentially transfer the degree as being administered in this department. Because the program has been operational since 1998, this proposal is effectively only a change of the degree name.

IV. ASSESSMENT OF NEED AND DEMAND

A.

The state of Florida appears poised to leverage the benefits of the clean industry of information technology. In 1997, the Bureau of Labor Statistics ranked Florida as number six in IT employment and industry growth in the nation. More recent indicators have confirmed the IT industry growth (e.g., annual payroll, average annual salary, merchandise exports, venture capital) (Florida IT Task Force Report, 2000). Overall, technology has become one of the top three industries in the state. But despite its population size and increasing diversity, the state suffers from inadequate supply of qualified labor. In 1999, a report ranked Florida as 45th in the number of graduate

students in science and technically oriented fields. Further, about 60 percent of engineering graduates leave Florida five years after graduation. Nationally, there has been a chronic shortage of information systems professionals. Annual estimates over the last two-to-three years have placed the shortage of information systems professionals anywhere from 300,000 to 500,000 workers. In other terms, approximately 10% of information systems jobs go unfilled annually. This proposed program of study supports the state's strategy to facilitate the growth of the information systems industry in Florida and addresses the chronic shortage of skilled information systems professionals nationwide.

B.

Please turn to Table One B.

Table One B shows a five-year projection of anticipated majors from potential sources. This projection is based on the current enrollment in the program. The program enrolled 21 new students in the Fall 2002 semester and has approximately 5 students completing their course work who were first enrolled in the Fall 2001 semester. Because no new resources are requested in this proposal, the program size is anticipated to remain relatively stable.

C.

The MIS department has already moved to attract under-represented groups into the information systems field. For the past two years the department has sponsored the Women in Information Technology Symposium which brings corporate women in the information systems field together with women students considering a career in technology. In an attempt to increase the minority participation in the Symposium, it is advertised and open to students from Florida A&M University. The Symposium makes women and minority students from other majors aware of the MIS graduate program as a route to obtaining entry to the MIS professional field.

Although no current faculty are minorities, four of the nine tenure track MIS faculty are women. When recruiting faculty, recruitment of minority faculty is a high priority within the department.

V. CURRICULUM

Specific Learning Outcomes

Students graduating from this program are prepared for work as business systems analysts. They will have education in systems analysis and design, database design, and social issues surrounding the use of information (e.g., privacy and security issues). Further, they will have attained knowledge in the areas of telecommunications, project management, and decision support. In each of these areas (systems analysis, database design, etc.) they will have learned specific techniques applicable to the design,

development, and installation of computer-based systems to support corporate decision-making processes. Assessment of the skills attained comes through the evaluations associated with the curriculum (outlined next) and in a final required project at the end of the program.

Curriculum

Existing masters courses that are required (course descriptions are below):

ISM 5021 - Information and Technology Management

ISM 5046 - Social and Organizational Issues in Management Information Systems

ISM 5123 - Information Systems Analysis & Design

ISM 5206 - Database Development & Management

ISM 5315 - Project Management

ISM 5475 - Client/Server Applications

ISM 5935r - Special Topics in Information and Management Sciences (2 hour project course)

MAN 5501 - Operations Management

Electives

One elective course within MIS and two elective courses from other graduate programs, subject to approval by the master's program advisor, complete the course work for the MS in MIS degree. These courses are likely to come from Computer Science, Information Studies, or a functional area of business, but may come from other graduate programs in cases where a student is designing a program of expertise in a particular field.

Sample course of study

Fall Semester:

ISM 5123 - Information Systems Analysis & Design

ISM 5226 - Network Development & Management

MAN 5501 - Operations Management

Non-ISM elective

Spring Semester:

ISM 5046 - Social and Organizational Issues in MIS

ISM 5206 - Database Development & Management

ISM 5315 - Project Management

MIS elective

Summer Semester:

ISM 5021 - Information and Technology Management

ISM 5935r - Special Topics in Management Information Systems

Non-ISM elective

Course Descriptions

ISM 5021 - Information and Technology Management

Applied course in concepts and techniques used in the design and implementation of management information systems and decision support systems, with emphasis on management of these systems.

ISM 5046 - Social and Organizational Issues in Management Information Systems

This course provides students an opportunity to explore some of the issues related to information systems and their place in society. Course focus will cover society as a whole, electronic communities, organizational impacts, the implications of design choices, and ethical considerations.

ISM 5123 - Information Systems Analysis & Design

Students will learn about the particular MIS perspective on systems development and its life cycle, from the birth of a new information system to its death and replacement. In addition, they will learn about the tools, techniques, and methodologies used by systems analysts to develop information systems in organizations.

ISM 5206 - Database Development & Management

This course is designed to provide a comprehensive overview of the major issues underlying the organizational utilization of databases and database management systems. Theoretical, conceptual, and practical concerns in the design and implementation of database systems will be discussed.

ISM 5226 - Network Development & Management

This course will provide good exposure to the basic telecommunications technology concepts, standards, products and services, and the emerging developments in telecommunications, and will provide an understanding of the business context of telecommunication technologies.

ISM 5315 - Project Management

This course has been designed to be relevant for all professionals confronting project-related tasks, with particular attention given to the information systems context. Course content includes an overview of technology, an introduction to software development approaches, facets of project management, and organizational issues related to successful project management.

ISM 5935r - Special Topics in Management Information Systems (2 hours)

In depth study of current topics in management information systems. May be repeated to a maximum of nine (9) semester hours when topics change.

MAN 5501 - Operations Management

Develops a conceptual framework which is useful in describing the nature of the operations function, with emphasis on identifying basic issues in managing the operations of a service organization.

Proposed MIS elective courses

ISM 5475 - Client/Server Applications

Students will gain a basic understanding of client / server architecture and learn to develop client / server solutions to business problems. The course will cover client / server components, development methodologies, and tools.

New course: Managing Corporate Information Systems Security

This course will cover the human, physical, technical, and managerial issues associated with detecting, combating, and preventing intrusions and attacks on business/corporate information and systems. Students will conduct analyses of system resources to determine if intrusions, attacks, or violations of privacy have occurred, formulate a plan to combat such incidents using current technologies and industry standards, and install and monitor security and privacy software to prevent incidents in the future.

New course: Managing Innovation and Technological Change

This course focuses on the strategic management of innovation and technological change in established firms. The course is designed to enable students to identify the business threats and opportunities in changing technologies, and to learn how to take advantage of them. Strategic thinking about technology, gauging the rate and direction of technological change and assessing risks and opportunities are emphasized. The conceptual framework of the course is an evolutionary and behavioral process perspective.

VI. INSTITUTIONAL CAPABILITY

A.

The proposed program complements the existing graduate programs in computer science, information studies, and the engineering disciplines by emphasizing organizational, managerial, and social issues in the use of technology. Students from these more technical disciplines that elect to take course in the MIS area will learn how to leverage their technical skills to achieve sustainable competitive advantages in the marketplace. Students from liberal arts will be exposed to technical concepts that complement their strengths in critical analysis and communications.

B.

No accreditation reviews specific to the proposed MIS program have occurred.

C.

The program is delivered via traditional delivery on the main campus. Some of the concepts covered in this program could be delivered via a distance learning forum, but resources are too scarce at this time to undertake that development. Extensive use of the campus Blackboard system has occurred in the delivery of this program, however.

D.

Please turn to Table Two.

Table Two describes faculty participation in the program. No new faculty are requested in this proposal. FSU faculty typically teach four courses per academic year (excluding summer teaching). The MIS faculty that teach in the MIS graduate program typically teach one course in the program. The fifth year workload reflects the belief that within five years, all of the MIS faculty will have experience teaching in this graduate program. Since there are fewer required courses than there are faculty, it is unlikely that all of the faculty will teach in this program in a given academic year.

E.

There are hundreds of library volumes and serials available in the MIS discipline. The Strozier and Dirac Libraries have many of these resources. To date, the resources available in the Florida State University library system have been quite adequate in supporting this program. The program is conducted in the classroom and computer laboratory facilities in the Rovetta Business Building, which have been adequate for delivering the program to date. No additional facilities or resources are required for the initiation of this program.

VII. ASSESSMENT OF IMPACT ON PROGRAMS CURRENTLY OFFERED

A.

Since this is effectively only a change of the name of the degree, resources do not need to be shifted to implement this proposal.

Please turn to Table Three.

Table Three displays the costs for the proposed program. The costs in the first year are based on the personnel currently active in implementing the program. Fifth year costs reflect the belief that by the fifth year all of the faculty will be active in the program. However, since the number of faculty exceeds the number of required MIS courses, it is unlikely that all MIS faculty will teach in this program in a given year. Thus, the fifth year costs in Table Three actually represent the maximum possible expected costs.

Current resources allocated to this program come from the Department of Management Information Systems. No new resources are needed to implement this proposal.

Additional resources are continuously sought from an industrial advisory board, however these resources supplement the resources in the program and the program does not depend on these resources in any fashion.

B.

There will be no impact on other programs with regard to prerequisites or required programs from implementing this proposal.

VIII. COMMUNITY COLLEGE ARTICULATION

Not applicable.

IX. ASSESSMENT OF APPLICABLE ACCREDITATION STANDARDS

Accreditation of the program is subsumed in the College of Business accreditation through American Assembly of Collegiate Schools of Business (AACSB).

X. PRODUCTIVITY

The MIS faculty has demonstrated significant productivity. In addition to approximately two dozen masters level students, the faculty teach courses to approximately 500 undergraduate MIS juniors and seniors and supports a vital doctoral program in MIS that currently contains ten students. Last year, over 240 undergraduate MIS degrees were awarded. Since the inception of this masters program, approximately 75 masters degrees in MIS have been awarded.

The MIS faculty is a balance of established scholars and young talent. Three professors (two holding endowed titles) and one associate professor have published over 70 refereed journal articles, 30 book chapters, and 15 books. Collectively, they have made dozens of conference presentations related to their research and have served in all administrative capacities related to the MIS research community from associate journal editor to conference program chair to session chair. They also have over 20 years of consulting experience in the MIS field.

Five untenured assistant professors round out the MIS faculty. These young academics are quickly establishing their reputations as researchers and teachers. They have been recruited from some of the top MIS programs in the country and have quickly become productive members of the department and the field.

BOT TABLE ONE B**NUMBER OF ANTICIPATED MAJORS FROM POTENTIAL SOURCES*****GRADUATE DEGREE PROGRAM**

NAME OF PROGRAM:

Management Information Systems

CIP CODE:

520201

ACADEMIC YEAR	YEAR 1		YEAR 2		YEAR 3		YEAR 4		YEAR 5	
	2003	2004	2004	2005	2005	2006	2006	2007	2007	2008
Source of Students (Non-Duplicative Count in Any Given Year)**	HC	FTE	HC	FTE	HC	FTE	HC	FTE	HC	FTE
Individuals drawn from agencies/ industries in your service area (e.g., older returning students)	2	0.5625	2	0.5625	2	0.5625	2	0.5625	3	0.8438
Students who transfer from other graduate programs within the university	2	2	2	2	3	3	3	3	3	3
Individuals who have recently graduated from preceding degree programs at this university**	4	4	4	4	3	3	3	3	2	2
Individuals who graduated from preceding degree programs at other SUS universities**	4	4	4	4	3	3	3	3	2	2
Individuals who graduated from preceding degree programs at non-SUS Florida colleges and universities**	2	2	2	2	2	2	2	2	3	3
Additional in-state residents**	5	5	5	5	5	5	5	5	6	6
Additional out-of-state residents**	2	2	2	2	3	3	3	3	3	3
Additional foreign residents**	3	3	3	3	3	3	3	3	3	3
Other (Explain)**	0	0	0	0	0	0	0	0	0	0
TOTAL	24	22.563	24	22.563	24	22.563	24	22.563	25	22.844

* List projected yearly cumulative ENROLLMENTS instead of admissions.

** Do not include individuals counted in any PRIOR category in a given COLUMN.

**BOT TABLE TWO
FACULTY PARTICIPATION IN PROPOSED DEGREE PROGRAM BY FIFTH YEAR**

Faculty CODE	Faculty Name or "New Hire"	Academic Discipline/ Specialty	Rank	(For Existing Faculty Only)		Initial Date for Participation in Proposed Program	5th Year Workload in Proposed Program (portion of Personyear)
				Contract Status	Highest Degree Granted		
A	J. George	Management Information Systems	Full Prof.	Tenured	Ph.D.	Sept. 1997	0.1875
A	R. Mason	Management Information Systems	Full Prof.	Tenured	Ph.D.	Sept. 2001	0.1875
A	D. Paradise	Management Information Systems	Full Prof.	Tenured	Ph.D.	Sept. 1997	0.1875
A	C. Kacmar	Computer Science	Assoc. P.	Tenured	Ph.D.	Jan. 2001	0.1875
A	A. Bush	Management Information Systems	Asst. P.	Ten. Earning	Ph.D.	Sept. 1999	0.1875
A	K. Chudoba	Management Information Systems	Asst. P.	Ten. Earning	Ph.D.	Sept. 2002	0.1875
A	M. Dickey	Management Information Systems	Asst. P.	Ten. Earning	Ph.D.	Sept. 2003	0.1875
A	K. Gallagher	Management Information Systems	Asst. P.	Ten. Earning	Ph.D.	Sept. 2004	0.1875
A	M. Wascko	Management Information Systems	Asst. P.	Ten. Earning	Ph.D.	Sept. 2005	0.1875
Faculty CODE	Corresponding Faculty Position Category in TABLE 3 for the Fifth Year		Proposed Source of Funding for Faculty				TOTAL 5th Year Workload by Budget Classification
A	Current General Revenue		Existing Faculty -- Regular Line				1.6875
B	Current General Revenue		New Faculty -- To Be Hired on Existing Vacant Line				
C	New General Revenue		New Faculty -- To Be Hired on a New Line				
D	Contracts & Grants		Existing Faculty -- Funded on Contracts & Grants				
E	Contracts & Grants		New Faculty -- To Be Hired on Contracts & Grants				
			Overall Total for 5th Year				1.6875

BOT TABLE THREE COSTS FOR PROPOSED PROGRAM

	FIRST YEAR				FIFTH YEAR			
	GENERAL REVENUE		CONTRACTS	SUMMARY	GENERAL REVENUE		CONTRACTS	SUMMARY
	CURRENT	NEW	& GRANTS		CURRENT	NEW	& GRANTS	
INSTRUCTION & RESEARCH								
POSITIONS (FTE)								
FACULTY	1.125	0	0	1.125	1.6875	0	0	1.6875
A&P	0	0	0	0	0	0	0	0
USPS	0.1	0	0	0.1	0.1	0	0	0.1
TOTAL	1.225	0	0	1.225	1.7875	0	0	1.7875
SALARY RATE								
FACULTY	\$110,254.50	\$0.00	\$0.00	\$110,254.50	\$162,057.00	\$0.00	\$0.00	\$162,057.00
A&P	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$6,180.00	\$0.00	\$0.00	\$6,180.00
USPS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$116,254.50	\$0.00	\$0.00	\$116,254.50	\$168,237.00	\$0.00	\$0.00	\$168,237.00
I&R								
SALARIES & BENEFITS	\$141,125.76	\$0.00	\$0.00	\$141,125.76	\$213,655.95	\$0.00	\$0.00	\$213,655.95
OTHER PERSONNEL SERVICES	\$7,296.00	\$0.00	\$0.00	\$7,296.00	\$7,514.88	\$0.00	\$0.00	\$7,514.88
EXPENSES	\$500.00	\$0.00	\$0.00	\$500.00	\$500.00	\$0.00	\$0.00	\$500.00
OPERATING CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ELECTRONIC DATA PROCESSING	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$7,500.00	\$0.00	\$0.00	\$7,500.00
LIBRARY RESOURCES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
SPECIAL CATEGORIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL I&R	\$150,421.76	\$0.00	\$0.00	\$150,421.76	\$229,170.83	\$0.00	\$0.00	\$229,170.83
NON-I&R								
OTHER ACTIVITIES								
LIBRARY STAFFING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
UNIVERSITY SUPPORT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
FINANCIAL AID	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
STUDENT SERVICES, OTHER	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00
TOTAL OTHER ACTIVITIES	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00
SUMMARY**	\$160,421.76	\$0.00	\$0.00	\$160,421.76	\$239,170.83	\$0.00	\$0.00	\$239,170.83

** TOTAL I&R + TOTAL OTHER ACTIVITIES

* Should relate directly to numbers in Table 2



The Florida State University
Tallahassee, Florida 32306-1470

Office of the President
211 Westcott Building
(850) 644-1085 • Fax: (850) 644-9936

MEMORANDUM

TO: Mr. John E. Thrasher, Chair
Florida State University Board of Trustees

FROM: Thomas K. Wetherell
President

RE: Tenure Approvals

DATE: March 19, 2003

The faculty Promotion and Tenure process for 2002-2003 has been completed, and I am happy to report to you for the information of the Board that 35 faculty will be granted tenure effective Fall Semester 2003. In addition, I have approved granting tenure to 16 newly hired senior faculty to be effective on the dates of their initial appointments during the 2003-2004 year.

We greatly appreciate your support and that of the Board of Trustees in maintaining the kind of atmosphere at Florida State University that attracts such truly outstanding scholars and creative artists to its faculty.


cc: Dr. Lawrence Abele
Dr. Steve Edwards



The Florida State University
Office of the Senior Vice President
for Finance and Administration
214 Westcott Building • Tallahassee, FL 32306-1320
(850) 644-4444 • FAX: (850) 644-4447

MEMORANDUM

TO: President T. K. Wetherell

FROM: John Carnaghi 

DATE: March 19, 2003

SUBJECT: Equity Accountability Program (EAP)
Request for Approval

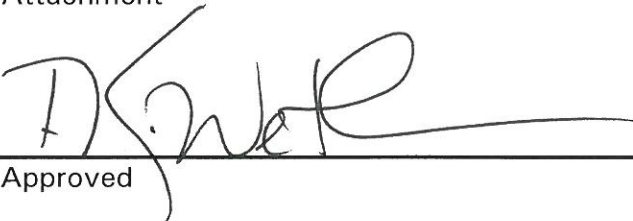
At the direction of the State Board of Education (SBOE), Division of Colleges and Universities (DCU), Office for Planning and, Budgeting and Policy Analysis (PBPA), the Florida State University Equity Accountability Program (EAP) and Budgetary Incentive Plan are submitted for approval pursuant to Section 1012.95(2)(a), Florida Statutes. This combined report denotes progress made to improve diversity during 2001-02 and specifies future benchmarks or goals. The Budgetary Incentive Plan supports the achievement of the EAP benchmarks and implementation of strategies in a timely manner.

The specific benefits associated with this required report are:

- 1) University meets compliance for SBOE reporting.
- 2) University utilizes the report as a human resource management tool as a guide for administrators and managers.

I recommend your approval for immediate submittal in draft form by April 1, 2003 and in final form by May 1, 2003.

JRC/ps
Attachment



Approved



THE FLORIDA STATE UNIVERSITY

Office of the Provost and Vice President for Academic Affairs
Tallahassee, Florida 32306-1310
Telephone: (850) 644-1816, FAX: (850) 644-0172

March 17, 2003

MEMORANDUM

TO: R.E. LeMon

FROM: Fred Leysieffer

RE: Equity Accountability Program Budgetary Incentive Plan

At The Florida State University the Provost maintains an Underrepresented/Minority Faculty Recruitment Program. This memorandum describes how that program works and is written as part of the annual report on the university's EAP Budgetary Incentive Plan.

The program is designed to take advantage of "targets of opportunity" to diversify our faculty when an academic unit does not have an opening available. Recruitment may begin at any time for appointment effective either in the current academic year or with the beginning of the next academic year. Salary and rank are open.

New Positions:

For new positions, a school or college identifies a potential underrepresented/minority faculty member and satisfies itself that the individual has the qualifications necessary for a faculty position at this university and that there is a need for the position in the unit.

The dean then provides the provost with information on how the position will be used, an evaluation of the qualifications of the prospective candidate and an estimate of the rank and salary required.

A special effort to recruit that specific individual may then be authorized with the approval of the provost and with notification to the Dean of the Faculties. The allocation of positions under this program is subject to availability of positions and salary rate and is at the discretion of the provost.

Vacated Positions:

Positions which become vacant for any reason shall remain with the school or college for one academic year. As with all vacant positions, the position will be set at the assistant professor rank and the rate on the position will be established at 10% above the Oklahoma State University Survey average assistant professor rate for that discipline. The school or college will have the use of the salary dollars on the line at the

given rate during the succeeding academic year and will have the opportunity to recruit another underrepresented/minority faculty candidate. If, after one full academic year, recruitment is unsuccessful, the position will revert to the provost's reserve for reallocation.

Recruitment on vacated recruitment lines for this program must satisfy the same criteria as recruitment on newly allocated lines. Before initiating a recruitment effort the dean must provide the provost with information on how the position will be used and why existing vacant lines in the school or college cannot be used for the recruitment effort. When a candidate is identified, the provost is provided with an evaluation of the candidate's qualifications to demonstrate that the individual has the qualifications necessary for a faculty position at this university. With approval of the provost, an offer of the position can then be made at a rank and rate to be determined.

Comments:

Deans of the larger individual schools and colleges maintain similar programs which augment the overall university program.

The program has been successful in attracting a more diverse group of faculty to the campus. Academic units see the program as an excellent way to augment their faculty strength. Resources allocated vary from one year to another. However, in recent years no qualified candidate has been denied an offer because of lack of resources.

This program does not work on a quota or fixed resource basis. Rather it emphasizes the concept of taking advantage of opportunities to attract faculty members from underrepresented groups to our campus.

Recent Resource Commitments:

Commitments for new underrepresented/minority positions for recent years are shown below.

1999-2000	2 positions	\$135,000 in faculty rate
2000-2001	6 positions	\$405,637 in faculty rate
2001-2002	5 positions	\$330,037 in faculty rate
2002-2003	7 positions	\$456,084 in faculty rate.

Recruitment is still open for positions, scheduled to be filled in 2003-2004. Two additional searches are known to be active at the time of this report.

The Office of the Provost is committed to allocate up to \$500,000 in new funds annually in support of this initiative.



**Equity Accountability
Program (EAP) Plan
Update
2002-2003
and
2001-2002 Progress Report**

**Division of Finance and Administration
Human Resources/Office of Diversity
Enhancement**

Tallahassee, Florida

Equity Accountability Program (EAP) Plan Update

Table of Contents

Assessment of 2001-2002 Goal Achievement	
• Workforce Demographics.....	1
• Personnel Transactions.....	2
Methodology for Goal Setting	
• Faculty, Deans, Chairpersons and Librarians.....	4
• Senior Level Administrators, Directors and Executives	4
EAP Category Analysis	
• Senior Level Administrators.....	5
• Academic Administrators-Chairpersons.....	6
• Academic Administrators-Deans.....	7
• Academic Administrators-Directors.....	7
• Academic Administrators-Librarians.....	8
• Academic Administrators-Executives.....	9
• Ranked Faculty.....	9
Specific Strategies to Achieve Established Diversity Goals.....	12
Monitoring Mechanisms.....	14
Annual Equity Accountability Program (EAP) Plan Assessment.....	15
Attachments.....	16
LIST OF CHARTS	
Chart 1 Comparison of Selected Workforce by EAP Category.....	1
Chart 2 Personnel Transactions by Race and Ethnicity	3
Chart 3 Personnel Transactions by Gender.....	3
LIST OF TABLES	
Table 1 Comparison of Personnel Transactions by Race and Ethnicity.....	3
Table 2 Comparison of Personnel Transactions by Gender	3
Table 3 Analysis of Improvement for Ranked Faculty by Race/Gender.....	9

Table 4	Analysis of Under-representation by Race and Gender.....	10
LIST OF ATTACHMENTS		16
Table 1	Personnel Transactions by Race and Gender	
Table 2a	Race and Gender Representation in Senior Level Positions	
Table 2b	Race and Gender Representation in Academic Administrative Positions	
Table 2c	Race and Gender Representation in Ranked Faculty Positions	
Table 3a	Fall 2002 Headcount of Employees	
Table 3b	Fall 2001 Headcount of Employees	
Table 4	Percentage Point Differences from Fall 2001 to Fall 2002	
Table 5	Fall 2002 Headcount of Employees and 2003 Goals Established by Race and Gender	

Florida State University
Tallahassee, Florida

2002-2003 Equity Accountability Plan (EAP)

Update Narrative

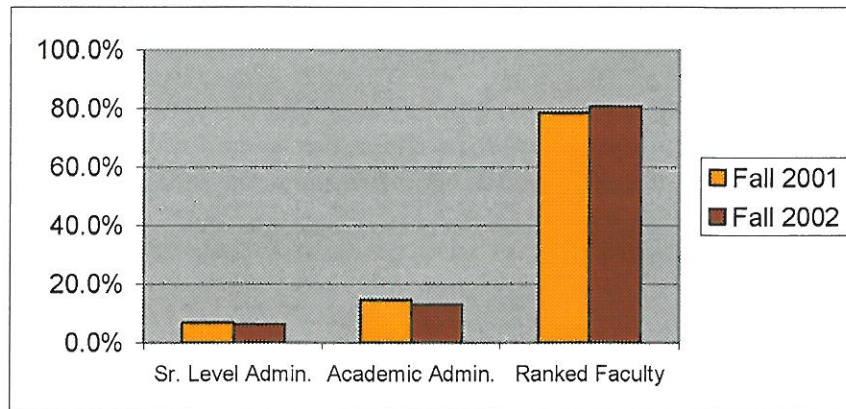
ASSESSMENT OF 2001-2002 GOAL ACHIEVEMENT

WORKFORCE DEMOGRAPHICS

Overall

The total headcount of Florida State University (FSU) employees in the Equity Accountability Plan (EAP) categories of Senior Level Administrators, Academic Administrators, and Ranked Faculty was 1,158, an increase of 5.3% (58 employees).

Chart 1 – Comparison of Selected Workforce by EAP Category



Workforce demographics for each category as of Fall 2002 was: Senior Level Administrators, 6.2% (72 of 1,158); Academic Administrators, 13.1% (152 employees); and Ranked Faculty, 80.7% (934 appointees), compared to 6.8% (75 of 1,100); 14.5% (159) and 78.7% (866) employees, respectively, the previous year.

By Race/Ethnicity

Demographics by race and ethnicity for employees in the aggregate EAP categories reflected ongoing change for minorities in terms of workforce representation. In Fall 2002, total minorities comprised 13.8% (160 of 1,158 employees) of the workforce compared to the previous representation in Fall 2001, which was 13.0% (143 of 1,100 employees).

Numerically, *African American* representation increased, however, very slightly decreased in terms of percentage to 5.4% (63) during Fall 2002, in contrast to 5.5% (60) during Fall of 2001. *Hispanics* again posted both numeric and percentage gains, up to

3.2% (37) from 2.7% (30). Likewise, workforce representation for the category designated as *Other Minorities* repeated both percentage and numeric increases. Their Fall 2002 representation was 5.2% (60), which marked an increase of seven appointees in contrast to Fall 2001, which depicted 4.8% (53) of all appointed staff. The composition for the category *Whites* continued to depict a gain in actual number, yet also experienced a slight decrease in terms of workforce percentage. Their workforce composition was 86.2% (998 of 1,158) in Fall 2002 compared to 87.0% (957 of 1,100) in Fall 2001.

By position category, overall improvement was noted by percentage point difference between 2001 to 2002 for the aggregate total of racial/ethnic minorities. Notably, the racial/ethnic minority “Senior Level Administrators” composition was maintained at 2.0%, improved within “Academic Administrators” at 5.0%, and had no appreciable change in “Ranked Faculty” positions. However, the overall rate change for racial/ethnic minorities was 11.9%, compared to that of Whites, which was 4.3%.

By Gender

Representation for women improved numerically, and slightly increased percentage wise. Reported distribution by gender reflected a workforce composition of 29.9% (346 of 1,158), up from 29.5% (325 of 1,100) in the previous reporting year. On the other hand, in the reported categories for men, the opposite holds true as their representation was 70.1% (812 of 1,158) in Fall 2002, a decline from 70.5% (775 of 1,100) in Fall 2001.

The percentage point difference in terms of headcount from 2001 to 2002 for women indicated a slight rate increase of 0.4% with a corresponding decrease for men. On the other hand, the rate change for women was 6.5% compared to men, which was 4.8%.

PERSONNEL TRANSACTIONS¹

By Category

Florida State University had 91 personnel transactions between Fall 2001 and Fall 2002. Between Fall 2000 to Fall 2001, there were 88 personnel actions resulting in a rate change of 3.4%. Thus, opportunities to enhance and maintain workforce diversity continued. By EAP category, 8.8% (8 of 91) of all transactions were Senior Level Administrators; 7.7% (7 of 91) were Academic Administrators; and 83.5% (76 of 91), were Ranked Faculty.

By Race/Ethnicity

Personnel transactions for new hires and promotions stayed nearly the same for all groups in this category: *African Americans* at 6.6%; *Hispanics*, 3.3% and *Other Minorities*, 5.5%.

¹ Personnel transactions include promotions and new hires. The percentage representation by race/ethnicity and gender is based on the total transactions within each Equity Accountability Plan category.

Chart 2 – Personnel Transactions by Race and Ethnicity

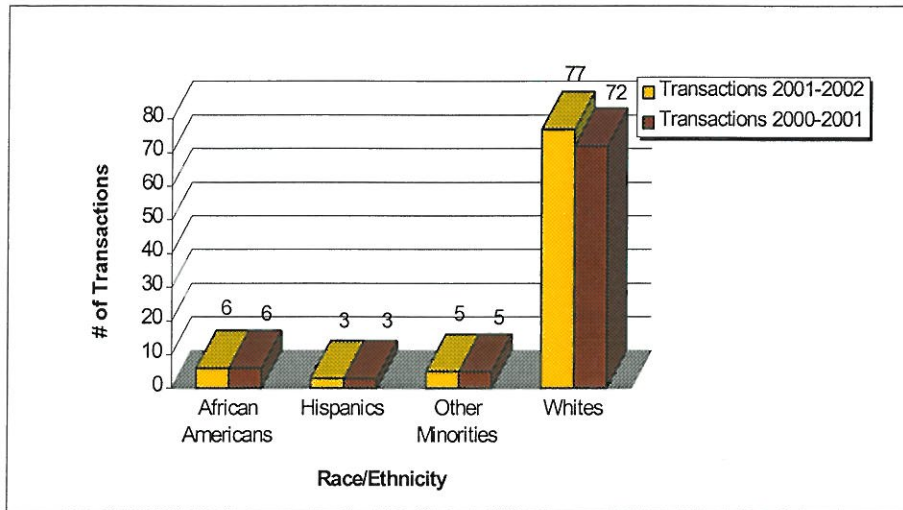


Table 1 – Comparison of Personnel Transactions by Race and Ethnicity

RACE/ETHNICITY	2001-2002	2000-2001	Percentage Point Change	Rate Change by Percent
African Americans	6/6.6%	6/6.8%	-0.2	0.0
Hispanics	3/3.3%	3/3.4%	-0.1	0.0
Other Minorities	5/5.5%	5/5.7%	-0.2	0.0
Whites	77/84.6%	74/84.1%	0.5	4.1
TOTAL	91/100.0%	88 / 100.0%		3.4

By Gender

Personnel transactions by gender changed for women and men with a moderate decrease for women of 2.4 percentage points and corresponding increase for men.

Chart 3 – Personnel Transactions by Gender

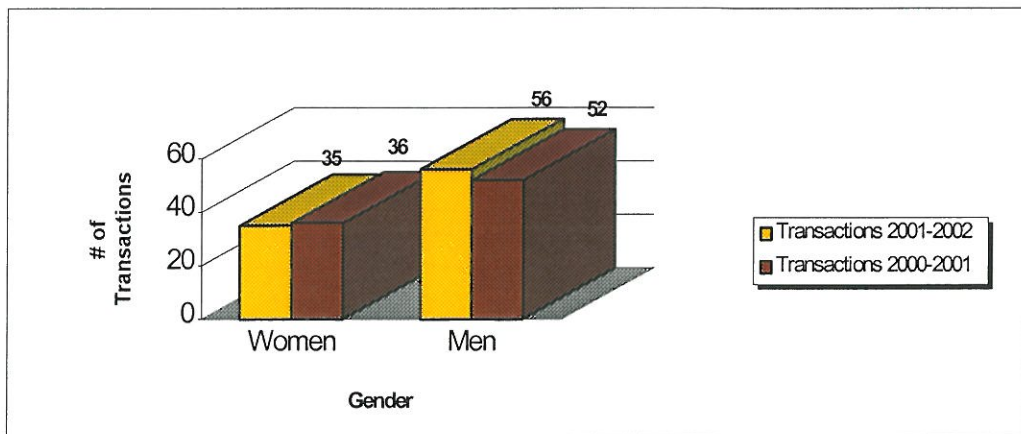


Table 2 – Comparison of Personnel Transactions by Gender

GENDER	2001-2002	2000-2001	Percentage Point Change	Rate Change by Percent
Women	35/38.5%	36 / 40.9%	-2.4	-2.8
Men	56/61.5%	52 / 59.1%	2.4	7.7
TOTAL	91/ 100.0%	88/100.0%		3.4

Summary

Florida State University continues to embark upon initiatives that focus on employee retention and recruitment. There were no major differences in number of hires and promotions for women and men. Ongoing hires and promotions indicate significant opportunity for continued, progressive change.

METHODOLOGY FOR GOAL SETTING

FACULTY, DEANS, CHAIRPERSONS AND LIBRARIANS

For faculty groups, Florida State University looks to the national pool of qualified individuals when making faculty appointments, and considers the doctorate degree to be the primary benchmark for eligibility as do other higher education research institutions.

Historically, the FSU Office of Equal Opportunity and Pluralism has utilized the document entitled, *Summary Report: Doctorate Recipients from United States Universities*, published annually by the National Research Council, as the major source of information used for computing faculty availability. From statistical summaries in this publication, the cumulative percentages of all United States citizens who received doctoral degrees were computed by race, gender and discipline. To derive the final figure for faculty availability, percentages, which constitute the proportion of those having requisite skills in the reasonable recruiting area (factor 5), were weighted as were faculty promotable or transferable within the University (factor 6). These are reviewed to determine whether significant demographic changes occurred. Unless a significant shift occurs, there are no changes in the final calculated availability. This information is undergoing modification based on the most recent census.

SENIOR LEVEL ADMINISTRATORS, DIRECTORS AND EXECUTIVES

Non-faculty personnel are recruited from a wide variety of labor markets ranging from the Tallahassee Metropolitan Statistical Area (Tallahassee MSA) to the State of Florida;

and, for some executive, administrative, and managerial level positions, to national labor markets. Sources of availability data used by the FSU Office of Equal Opportunity and Pluralism for non-instructional positions include: *Detailed Occupations and Other Characteristics from the EEO File for the United States*, U.S. Department of Commerce; *Detailed Occupations by Race and Sex for Florida*, PRI and Associates, Inc.; and *Occupations of the Labor Force by Sex, Race and Hispanic Origin for Tallahassee MSA*, Florida Department of Labor and Employment Security – all of which are based on the 1990 US Census of Population and Housing.

These documents were used, consistent with the scope of recruitment, to determine the proportions of targeted groups with requisite skills in the appropriate labor recruitment areas (factor 5). These were then weighted with their respective proportion of those promotable or transferable within the University (factor 6). The resulting availability is reviewed annually to determine whether modifications are required. This information is undergoing modification based on the most recent census.

EAP CATEGORY ANALYSIS

SENIOR LEVEL ADMINISTRATORS²

Overall

The total headcount in this Equity Accountability Plan (EAP) category was 72, which was a decrease of one (1) since Fall 2001. The university maintained the progress made and plans to continue in this regard.

By Race/Ethnicity

No under-representation exists for *African Americans*, within this EAP category. Representation rose to 15.3% (11 of 72 employees) in Fall 2002 compared to 13.3% (10 of 75 employees) in Fall 2001. Thus, numerical and percent increases were reflected. The workforce for *Hispanic* Senior Level Administrators was maintained for the fourth consecutive year. They represented 1.4% (1 of 72) of top-level employees in Fall 2002. The workforce representation for *Whites* slightly decreased proportionately in Fall 2002 to 83.3% (60 of 72) employees in contrast to the Fall 2001 data when their workforce population was 85.3% (64 of 75 employees).

Overall, racial/ethnic minorities comprise 16.7% of all Senior Level Administrators, a milestone at the university. Their rate change was 9.1%.

² Job titles within this category, sorted by administrative code are: dean of students, directors, inspector general, business manager, controller, university registrar, vice president/student affairs, vice president/finance and administration, vice president/university relations, assistant vice presidents, executive vice president, and general counsel.

By Gender

For the third consecutive year, the workforce composition for women within this category decreased. In Fall 2002, their representation was 36.1% (26 of 72 employees) compared to 37.3% (28 of 75) during Fall 2001. On the other hand, there was a corresponding increase for men, who comprised 63.9% (46 of 72) of Senior Level Administrators compared to the previous reporting period that indicated a workforce composition of 62.7% (47 of 75).

Personnel Transactions for Senior Level Administrators

There were eight (8) personnel transactions during the reporting period 2001 to 2002, the same as the year before. By gender, the distribution of personnel transactions was even.

ACADEMIC ADMINISTRATORS – CHAIRPERSONS³

Overall

Chairpersons accounted for 31.6% (48 of 152) of all positions in the Senior Level Administrators category as of Fall 2002. This contrasts with 32.1% (51 of 159) as of Fall 2001. Positions in this category remain in the range of about 32.0% of all academic administrators.

By Race/Ethnicity

The representation for all racial/ethnic minority groups remained constant during the reporting period with the exception of *Other Minorities*, which increased by one (1). No under-representation exists for *Hispanics* and *Other Minorities* as Chairpersons.

By Gender

The representation for women Chairpersons increased marking ongoing improvement. Women now comprise 25.0% (12 of 48) positions, compared to 19.6% (10 of 51) of the positions reported in the previous year. Correspondingly, men represented 75.0% (36 of 50) Chairperson positions in Fall 2002, and 80.4% (41 of 51) in Fall 2001.

Personnel Transactions for Chairpersons

During the entire reporting period, there was one personnel transaction for Chairpersons. This indicated that personnel transactions likely occurred after the data collection period of April 2001 to April 2002. Notwithstanding this phenomenon, improvement for women and racial/ethnic minorities occurred.

³ Positions sorted by administrative code C1 are designated as chairpersons.

■ ACADEMIC ADMINISTRATORS – DEANS⁴

Overall

Deans accounted for 13.2% (20 of 152) of all positions in the Academic Administrators category as of Fall 2002. This contrasts to 11.3% (18 of 159) as of Fall 2001. This reflects no significant change between the reporting spans, which tends to fluctuate plus or minus one to two percentage points.

By Race/Ethnicity

The headcount for Deans by race and ethnicity was maintained. Both *African Americans* and *Other Minorities* groups represented 15.0% (3 of 20) and 5.0% (1 of 20), respectively, within the Deans category as of Fall 2002. Overall, they comprised 20.0% (4 of 20) of University Deans. This compares to Fall 2001 data, which reflected that *African Americans* represented 16.7% (3 of 18) and *Other Minorities*, 5.6% (1 of 18), of all Deans. Correspondingly, *Whites* accounted for 75.0% (16 of 20) of the Deans positions in the Fall of 2002 compared to 77.8% (14 of 18) in Fall 2001.

No under-representation exists for ethnic/racial minorities in the Deans category.

By Gender

The headcount for women Deans increased as of Fall 2002. They constituted 35.0% (7 of 20) of the workforce in this category compared to Fall 2001, when they comprised 27.8% (5 of 18) of all Deans. Men maintained their presence at 65.0% (13 of 20) for Fall 2002, although higher percentage wise in Fall 2001 when they comprised 72.2% (13 of 18) in Fall 2001.

Personnel Transactions for Deans

Three transactions occurred for this sector of Academic Administrators. Retention efforts appear to be successful as diversity remains highly evident among Deans' positions.

■ ACADEMIC ADMINISTRATORS- DIRECTORS⁵

Overall

Of all positions in the Academic Administrators category, Directors accounted for 47.4% (72 of 152) of this workforce as of Fall 2002. This contrasts with 49.1% (78 of 159) as of Fall 2001.

⁴ This category includes the following administrative codes: D1 – dean and D4 – dean of the faculties.

⁵ This category includes specific directors with the following codes: G1 – program director, R1 – district director, and T1 – director, as appropriate.

By Race/Ethnicity

Racial/ethnic minorities comprised 15.3% (11 of 72) of all Directors as of Fall 2002, more than double their aggregate composition of 6.4% (5 of 78) for Directors as of Fall 2001. Advancement within this category indicated that *African Americans* accounted for 6.9% (5 of 72) of Directors; *Hispanics*, 5.6% (4 of 72); *Other Minorities*, 2.8% (2); and *Whites*, 84.7% (61 of 72), as of Fall 2002. This compares to Fall 2001 data that reflected *African Americans*, 2.6% (2 of 78) of Directors; *Hispanics*, 1.3% (1 of 78); *Other Minorities*, 2.6% (2); and *Whites*, 93.6% (73 of 78).

By Gender

The representation by gender rose for women as of Fall 2002 to 27.8% (20 of 72) positions, compared to 23.1% (18 of 78), over the Fall 2001 reporting period. Men accounted for 72.2% (52 of 72) Directors as of Fall 2002, and 76.9% (60 of 78) Directors in Fall 2001.

Personnel Transactions for Directors

While Table 1 in the Attachments section indicated no new hires or promotions for this group of Academic Administrators, positive changes occurred possibly due to personnel transactions that happened after the reporting period (April 2001 to April 2002) up to the date that workforce data was generated in Fall 2002.

ACADEMIC ADMINISTRATORS- LIBRARIANS⁶

Overall

Librarians accounted for 3.9% (6 of 152) of all positions in the Academic Administrators category as of Fall 2002. This contrasts to 4.4% (7 of 159) as of Fall 2001.

By Race/Ethnicity

There was no change in representation of racial/ethnic minorities among Librarians.

By Gender

Change by gender within the workforce for Librarians reflected an increase for men and decrease for women over the reporting period. Thus, diversity has improved with 33.3% (2 of 6) Librarians being men and 66.7% (4 of 6) being women as of Fall 2002. In the previous reporting period, men accounted for 14.3% (1 of 7) positions, and women, 85.7% (6 of 7) positions.

⁶ Librarians in this category are: H1 – department head and L1 – director, university libraries.

Personnel Transactions for Librarians

Three (3) transactions were reflected during the reporting period for Librarians.

ACADEMIC ADMINISTRATORS – EXECUTIVES⁷

Overall

Executives increased to 3.9% (6 of 152) of all Academic Administrators as of Fall 2002 compared to 3.1% (5 of 159) as of Fall 2001.

By Race/Ethnicity

There was no change in this category between Fall 2001 and Fall 2002.

By Gender

There was no change for women in this category between Fall 2001 and Fall 2002.

Personnel Transactions

While Table 1 of the Attachments section indicated no new hires or promotions for this group of Academic Administrators, positive changes occurred most likely due to personnel transactions that occurred after the reporting period (April 2001 to April 2002) up to the date that workforce data was generated by Fall 2002.

RANKED FACULTY

The following analysis shows improvement in the representation of racial/ethnic minorities and women in the ranked faculty category in academic disciplines or areas as of Fall 2002. Areas where goals were met are in bold italic print.

Table 3 – Analysis of Improvement for Ranked Faculty by Race and Gender

ACADEMIC DISCIPLINE OR AREA BY CIP CODE	RANK	GROUP
Architecture & Environmental Design (04)	Associate Professionals	Hispanics, Women
Mass Communication (09)	Associate Professor	Women
Education (13)	Associate Professor	African Americans, Hispanics, Women
	Assistant Professor	Hispanics, Other Minorities, Women

⁷ Positions in this category are: P0 – president, P1 – provost and P2 – associate provost.

Table 3 – Analysis of Improvement for Ranked Faculty by Race and Gender - continued

ACADEMIC DISCIPLINE OR AREA BY CIP CODE	RANK	GROUP
Engineering (14)	Full Professor	<i>Other Minorities</i>
Foreign Languages (16)	Associate Professor	Hispanics, Women
Home Economics/Human Sciences (19)	Associate Professor	Women
Law (22)	Full Professor	Hispanics
	Associate Professor	Women
Library/Information Sciences (25)	Assistant Professor	Women
Bio/Life Sciences (26)	Assistant Professor	<i>Women</i>
Mathematics (27)	Full Professor	Women
	Associate Professor	Other Minorities, Women
Philosophy/Religion (38)	Assistant Professor	Women
Physical Sciences (40)	Full Professor	Women
	Associate Professor	Other Minorities, Women, <i>Hispanics</i>
	Assistant Professor	Other Minorities
Psychology (42)	Associate Professor	<i>Other Minorities</i>
Criminology (43)	Assistant Professor	Women
Public Affairs (44)	Full Professor	Other Minorities
	Associate Professor	Women
	Assistant Professor	<i>Hispanics</i>
Social Sciences (45)	Associate Professor	Women
	Assistant Professor	<i>African Americans</i>
Visual and Performing Arts (50)	Associate Professor	Women
	Assistant Professor	Hispanics, Women
Health (51)	Full Professor	African Americans
	Associate Professor	Women
	Assistant Professor	Women
Business Management (52)	Full Professor	Women
	Assistant Professor	Other Minorities

Efforts continue towards Florida State University becoming an employer of choice for all prospective employees and faculty. The university reviews information to determine where changes occur. The chart below depicts the areas of under-representation.

Table 4 – Analysis of Under-representation by Race and Gender

CIP/RANK		Under-represented Groups				CIP/RANK		Under-represented Groups			
Architecture (4)						Mathematics (27)					
<i>Professor</i>		•	•	•	•	<i>Professor</i>			•	•	
<i>Associate</i>			•		•	<i>Associate</i>			•		
<i>Assistant</i>		•	•	•	•	<i>Assistant</i>			•	•	
Mass Communication (9)						Phil/Religion (38)					
<i>Professor</i>			•	•	•	<i>Professor</i>		•	•	•	•
<i>Associate</i>				•	•	<i>Associate</i>			•		•
<i>Assistant</i>		•	•	•		<i>Assistant</i>			•	•	•
Computer Sci (11)						Physical Sci (40)					
<i>Professor</i>			•	•	•	<i>Professor</i>					
<i>Associate</i>		•	•	•	•	<i>Associate</i>			•		
<i>Assistant</i>		•		•	•	<i>Assistant</i>			•	•	
Education (13)						Psychology (42)					
<i>Professor</i>				•	•	<i>Professor</i>			•		•
<i>Associate</i>					•	<i>Associate</i>		•	•	•	
<i>Assistant</i>			•			<i>Assistant</i>			•		•
Engineering (14)						Criminology (43)					
<i>Professor</i>		•		•		<i>Professor</i>		•	•	•	•
<i>Associate</i>						<i>Associate</i>		•	•	•	•
<i>Assistant</i>			•	•		<i>Assistant</i>				•	•
Foreign Language (16)						Social Work (44)					
<i>Professor</i>				•		<i>Professor</i>			•	•	
<i>Associate</i>			•		•	<i>Associate</i>			•	•	•
<i>Assistant</i>						<i>Assistant</i>					•
Human Sciences (19)						Social Sciences (45)					
<i>Professor</i>			•	•		<i>Professor</i>			•		
<i>Associate</i>				•	•	<i>Associate</i>			•	•	
<i>Assistant</i>			•	•		<i>Assistant</i>					

*NOTE: F, female; B, Blacks or African Americans; H, Hispanics, O/M, Other Minorities

CIP/RANK-cont'd	Under-represented Groups			
	*F	B	H	O/M

Law/Legal Studies (22)				
<i>Professor</i>		•		•
<i>Associate</i>		•	•	•
<i>Assistant</i>	•	•	•	•

English (23)				
<i>Professor</i>		•		•
<i>Associate</i>			•	•
<i>Assistant</i>			•	

Library/Information Sciences (25)				
<i>Professor</i>		•	•	•
<i>Associate</i>			•	•
<i>Assistant</i>	•	•	•	•

Bio/Life Sciences (26)				
<i>Professor</i>		•	•	•
<i>Associate</i>		•	•	•
<i>Assistant</i>		•	•	•

CIP/RANK-cont'd	Under-represented Groups			
	F	B	H	O/M

Visual and Performing Arts (50)				
<i>Professor</i>			•	•
<i>Associate</i>				•
<i>Assistant</i>				•

Health (51)				
<i>Professor</i>			•	•
<i>Associate</i>		•	•	•
<i>Assistant</i>		•	•	•

Business and Management (52)				
<i>Professor</i>		•	•	
<i>Associate</i>		•	•	
<i>Assistant</i>			•	

*NOTE: F, female; B, Blacks or African Americans; H, Hispanics, O/M, Other Minorities

Specific Strategies to Achieve Established Diversity Goals

OVERVIEW

In pursuing its mission of excellence as a comprehensive, graduate-research university with a liberal arts base, it is the policy of the University to create and maintain a positive work and educational environment conducive to the betterment of the university and, thus, society at large in the interest of public service and international education. The Florida State University realizes that there is advantage in incorporating diversity from all realms: cultural, positional, social, among others. Further, it is the aim of the University in all lawful ways to carry forward its stance by:

- removing barriers that restrict people from realizing their potential;
- implementing policies, procedures, and programs that ensure opportunities are available equitably to all;

- building a multidimensional, diversified workforce reflective of the community;
- fostering leadership and direction that guarantees an accountable, highly participatory, effective institution of higher learning at all levels; and
- communicating the same to all in various formats as applicable.

Strategies implemented by FSU to meet its goals and benchmarks are:

FSU STRATEGIC ACTIONS	TIME FRAME
1. Publicizing the success, values and virtues of Florida State University as a world class higher education research institution and employer of choice	Ongoing
2. Including departmental, unit and/or individual achievement of diversity benchmarks and goals as part of the annual evaluation process;	Ongoing
3. Supporting internal recruitment and retention initiatives throughout the university to facilitate progress.	Ongoing
4. Evaluating progress through feedback on benchmarks and goals from academic deans and other hiring authorities at least annually.	Ongoing
5. Fostering diversity as part of university values and principles.	Ongoing
6. Encouraging diverse participation of faculty in the awarding of research grants, placement on university-wide committees and participation in other university programs.	Ongoing
7. Assessing employment actions, human resource policies and other activities related to the implementation of a comprehensive affirmative action program pursuant to federal guidelines.	Ongoing
8. Disseminating periodic findings to executive and administrative university officials with recommendations as applicable.	Ongoing
9. Incorporating diversity and human resources elements in the University's Division of Finance and Administration's Strategic Plan.	Completed
10. Increasing the use of technology for human resources functions to enhance the capacity to provide data and statistics that drive organizational decision-making regarding employment actions and making recommendations for improvement.	In Progress

11. Continuing initiatives that focus on retention recruitment and diversity for Senior Level Administrators Academic Administrators and Ranked Faculty.

Ongoing

Monitoring Mechanisms

Employment and appointment records and related data are properly maintained and made available for completion of various reports as required through the Division of Provost/Academic Affairs for faculty and Division of Finance and Administration/ Human Resources for Administrative and Professional (A&P) and University (USPS) positions. The university collaboratively monitors university-wide compliance that impacts the Equity Accountability Plan and Progress Report through the Division of Provost/Academic Affairs and Division of Finance and Administration/Human Resources. Additionally, all administrators and supervisors are encouraged to promote workforce diversity as part of organizational culture.

Together, university administrators and staff:

1. Support and encourage the building of a multi-dimensional, diversified workforce,
2. Facilitate the service, needs and effective participation of a diverse educational populace,
3. Assist the development and sustaining of an educational and work environment where respect, civility, trust, collegiality and equality of opportunity enable individuals to achieve their potential, and
4. Ensure that policies, programs, services and activities provide opportunities that are available to all meeting specified qualifications.

The extent of benchmark achievement and efforts towards this end are considered important evaluative measures for executives and administrators at the Florida State University. To facilitate their strategic workforce planning and development efforts, the Division of Provost/Academic Affairs and Division of Finance and Administration/ Human Resources provide information and assistance to administrators and hiring authorities.

Other aspects of compliance monitoring include:

1. Functioning as a liaison on behalf of FSU with external agencies, recruiting entities and civic/community organizations pertaining to ethnic minorities and women;

2. Providing employee/departmental training and development;
3. Reviewing policies and recommending modifications; and
4. Conducting employment-related assessments as required.

Annual Equity Accountability Program (EAP) Plan Assessment

Specific measures employed by the president to review and evaluate the EAP Plan for effectiveness in achieving its stated annual equity goals and objectives are:

- Assessing the status of each administrator in terms of progress and efforts made towards diversity;
- Considering the result of their progress as part of their annual performance review process;
- Acknowledging and awarding incentives to administrators meeting the University's strategic planning activities; and
- Conducting periodic assessments of university-wide benchmark achievement.

ATTACHMENTS

Table 1 - Personnel Transactions by Race and Gender

Table 2a - Race and Gender Representation in
Senior Level Administrative Positions

Table 2b - Race and Gender Representation in
Academic Administrative Positions

Table 2c - Race and Gender Representation in
Ranked Faculty Positions

Table 3a - Fall 2002 Headcount of Employees

Table 3b - Fall 2001 Headcount of Employees

Table 4 - Percentage Point Differences from Fall 2001 to Fall 2002

Table 5 - Fall 2002 Headcount of Employees and
2003 Goals Established by Race and Gender

NOTE: Other data is transmitted to SUPERS via NWRDC as requested.

TABLE 1

STATE UNIVERSITY SYSTEM OF FLORIDA (SUS)
 EQUITY ACCOUNTABILITY PROGRAM (EAP) PROGRESS REPORT, 2001-2002
 PERSONNEL TRANSACTIONS*
 BY RACE AND GENDER

University Florida State University

Position Category	Male		Female		White		African American		Hispanic		Other(1)		Grand Total
	#	%	#	%	#	%	#	%	#	%	#	%	
Senior Level Admin.	4	50.0%	4	50.0%	8	100.0%	0	0.0%	0	0.0%	0	0.0%	8
Academic Admin.													
Chairperson	1	100.0%	0	0.0%	1	100.0%	0	0.0%	0	0.0%	0	0.0%	1
Dean	2	66.7%	1	33.3%	3	100.0%	0	0.0%	0	0.0%	0	0.0%	3
Director	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0
Librarian	1	33.3%	2	66.7%	2	66.7%	1	33.3%	0	0.0%	0	0.0%	3
Executive	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0
Total	4	57.1%	3	42.9%	6	85.7%	1	14.3%	0	0.0%	0	0.0%	7
Ranked Faculty													
Full Professor	8	80.0%	2	20.0%	10	100.0%	0	0.0%	0	0.0%	0	0.0%	10
Associate Professor	9	81.8%	2	18.2%	6	54.5%	2	18.2%	2	18.2%	1	9.1%	11
Assistant Professor	31	56.4%	24	43.6%	47	85.5%	3	5.5%	1	1.8%	4	7.3%	55
Instructor	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0
Total	48	63.2%	28	36.8%	63	82.9%	5	6.6%	3	3.9%	5	6.6%	76
Grand Total	56	61.5%	35	38.5%	77	84.6%	6	6.6%	3	3.3%	5	5.5%	91

* Personnel transactions include new hires and promotions into one of the above position categories.
 Note: The percentage representation by race and by gender is calculated based on the total transactions in each EAP category.

(1) Includes Asians, Pacific Islanders, American Indians, and Alaskan Natives.

SOURCE: Academic Year 2001-02 personnel transactions, as reported by the university.

TABLE 2a

**STATE UNIVERSITY SYSTEM OF FLORIDA (SUS)
EQUITY ACCOUNTABILITY PROGRAM (EAP) UPDATE, 2002-2003
RACE & GENDER REPRESENTATION IN SENIOR LEVEL ADMINISTRATIVE POSITIONS
COMPARISON OF FALL 2001 AND FALL 2002**

University Florida State University

Senior Level Admin.	Male	Female	White	African American	Hispanic	Other*
FALL 2001	62.7%	37.3%	85.3%	13.3%	1.3%	0.0%
FALL 2002	63.9%	36.1%	83.3%	15.3%	1.4%	0.0%
CHANGE FROM 2001 TO 2002	1.2%	-1.2%	-2.0%	1.9%	0.1%	0.0%

* Includes Asians, Pacific Islanders, American Indians, and Alaskan Natives.

Note: Due to rounding, race and gender percentages may not sum to zero.

TABLE 2b

**STATE UNIVERSITY SYSTEM OF FLORIDA (SUS)
EQUITY ACCOUNTABILITY PROGRAM (EAP) UPDATE, 2002-2003
RACE & GENDER REPRESENTATION IN ACADEMIC ADMINISTRATIVE POSITIONS
COMPARISON OF FALL 2001 AND FALL 2002**

University Florida State University

Academic Administration	Male	Female	White	African American	Hispanic	Other*
Chairperson						
Fall 2001	80.4%	19.6%	92.2%	0.0%	3.9%	3.9%
Fall 2002	75.0%	25.0%	89.6%	0.0%	4.2%	6.3%
Change from 2001 to 2002	-5.4%	5.4%	-2.6%	0.0%	0.2%	2.3%
Dean						
Fall 2001	72.2%	27.8%	77.8%	16.7%	0.0%	5.6%
Fall 2002	65.0%	35.0%	80.0%	15.0%	0.0%	5.0%
Change from 2001 to 2002	-7.2%	7.2%	2.2%	-1.7%	0.0%	-0.6%
Director						
Fall 2001	76.9%	23.1%	93.6%	2.6%	1.3%	2.6%
Fall 2002	72.2%	27.8%	84.7%	6.9%	5.6%	2.8%
Change from 2001 to 2002	-4.7%	4.7%	-8.9%	4.4%	4.3%	0.2%
Librarian						
Fall 2001	14.3%	85.7%	85.7%	14.3%	0.0%	0.0%
Fall 2002	33.3%	66.7%	83.3%	16.7%	0.0%	0.0%
Change from 2001 to 2002	19.0%	-19.0%	-2.4%	2.4%	0.0%	0.0%
Executive						
Fall 2001	80.0%	20.0%	100.0%	0.0%	0.0%	0.0%
Fall 2002	83.3%	16.7%	100.0%	0.0%	0.0%	0.0%
Change from 2001 to 2002	3.3%	-3.3%	0.0%	0.0%	0.0%	0.0%
Total						
Fall 2001	74.8%	25.2%	91.2%	3.8%	1.9%	3.1%
Fall 2002	71.1%	28.9%	86.2%	5.9%	3.9%	3.9%
Change from 2001 to 2002	-3.8%	3.8%	-5.0%	2.1%	2.1%	0.8%

* Includes Asians, Pacific Islanders, American Indians, and Alaskan Natives.

NOTE: Due to rounding, race and gender percentages may not sum to zero.

TABLE 2c

**STATE UNIVERSITY SYSTEM OF FLORIDA (SUS)
EQUITY ACCOUNTABILITY PROGRAM (EAP) UPDATE, 2002-2003
RACE & GENDER REPRESENTATION IN RANKED FACULTY POSITIONS
COMPARISON OF FALL 2001 AND FALL 2002**

University Florida State University

Ranked Faculty	Male	Female	White	African American	Hispanic	Other*
Full Professor						
Fall 2001	81.5%	18.5%	91.7%	2.5%	1.8%	4.0%
Fall 2002	82.7%	17.3%	92.1%	2.1%	1.6%	4.2%
Change from 2001 to 2002	1.3%	-1.3%	0.3%	-0.4%	-0.1%	0.2%
Associate Professor						
Fall 2001	64.4%	35.6%	85.4%	6.0%	2.8%	5.7%
Fall 2002	60.5%	39.5%	83.7%	5.8%	4.1%	6.5%
Change from 2001 to 2002	-3.9%	3.9%	-1.7%	-0.3%	1.2%	0.8%
Assistant Professor						
Fall 2001	56.0%	44.0%	76.1%	9.2%	6.0%	8.7%
Fall 2002	60.0%	40.0%	79.0%	7.6%	5.2%	8.1%
Change from 2001 to 2002	4.0%	-4.0%	3.0%	-1.6%	-0.7%	-0.6%
Instructor						
Fall 2001	0.0%	100.0%	100.0%	0.0%	0.0%	0.0%
Fall 2002	0.0%	100.0%	50.0%	50.0%	0.0%	0.0%
Change from 2001 to 2002	0.0%	0.0%	-50.0%	50.0%	0.0%	0.0%
Total						
Fall 2001	70.3%	29.7%	86.4%	5.1%	3.0%	5.5%
Fall 2002	70.4%	29.6%	86.4%	4.6%	3.2%	5.8%
Change from 2001 to 2002	0.1%	-0.1%	0.0%	-0.5%	0.2%	0.2%

* Includes Asians, Pacific Islanders, American Indians, and Alaskan Natives.

NOTE: Due to rounding, race and gender percentages may not sum to zero.

TABLE 3a

**STATE UNIVERSITY SYSTEM OF FLORIDA (SUS)
EQUITY ACCOUNTABILITY PROGRAM (EAP) UPDATE, 2002-2003
FALL 2002 HEADCOUNT OF EMPLOYEES
BY RACE AND GENDER**

University Florida State University

Position Category	Male		Female		White		African American		Hispanic		Other*		Grand Total
	#	%	#	%	#	%	#	%	#	%	#	%	
Senior Level Admin.	46	63.9%	26	36.1%	60	83.3%	11	15.3%	1	1.4%	0	0.0%	72
Academic Admin.													
Chairperson	36	75.0%	12	25.0%	43	89.6%	0	0.0%	2	4.2%	3	6.3%	48
Dean	13	65.0%	7	35.0%	16	80.0%	3	15.0%	0	0.0%	1	5.0%	20
Director	52	72.2%	20	27.8%	61	84.7%	5	6.9%	4	5.6%	2	2.8%	72
Librarian	2	33.3%	4	66.7%	5	83.3%	1	16.7%	0	0.0%	0	0.0%	6
Executive	5	83.3%	1	16.7%	6	100.0%	0	0.0%	0	0.0%	0	0.0%	6
Total	108	71.1%	44	28.9%	131	86.2%	9	5.9%	6	3.9%	6	3.9%	152
Ranked Faculty													
Full Professor	354	82.7%	74	17.3%	394	92.1%	9	2.1%	7	1.6%	18	4.2%	428
Associate Professor	178	60.5%	116	39.5%	246	83.7%	17	5.8%	12	4.1%	19	6.5%	294
Assistant Professor	126	60.0%	84	40.0%	166	79.0%	16	7.6%	11	5.2%	17	8.1%	210
Instructor	0	0.0%	2	100.0%	1	50.0%	1	50.0%	0	0.0%	0	0.0%	2
Total	658	70.4%	276	29.6%	807	86.4%	43	4.6%	30	3.2%	54	5.8%	934
Grand Total	812	70.1%	346	29.9%	998	86.2%	63	5.4%	37	3.2%	60	5.2%	1158

* Includes Asians, Pacific Islanders, American Indians, and Alaskan Natives.

NOTE: Due to rounding, race and gender percentages may not sum to zero.

TABLE 3b

**STATE UNIVERSITY SYSTEM OF FLORIDA (SUS)
EQUITY ACCOUNTABILITY PROGRAM (EAP) UPDATE, 2002-2003**

FALL 2001

**HEADCOUNT OF EMPLOYEES
BY RACE AND GENDER**

University Florida State University

Position Category	Male		Female		White		African American		Hispanic		Other*		Grand Total		
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	
Senior Level Admin.	47	62.7%	28	37.3%	64	85.3%	10	13.3%	1	1.3%	0	0.0%	0	0.0%	75
Academic Admin.															
Chairperson	41	80.4%	10	19.6%	47	92.2%	0	0.0%	2	3.9%	2	3.9%	2	3.9%	51
Dean	13	72.2%	5	27.8%	14	77.8%	3	16.7%	0	0.0%	1	5.6%	1	5.6%	18
Director	60	76.9%	18	23.1%	73	93.6%	2	2.6%	1	1.3%	2	2.6%	2	2.6%	78
Librarian	1	14.3%	6	85.7%	6	85.7%	1	14.3%	0	0.0%	0	0.0%	0	0.0%	7
Executive	4	80.0%	1	20.0%	5	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	5
Total	119	74.8%	40	25.2%	145	91.2%	6	3.8%	3	1.9%	5	3.1%	5	3.1%	159
Ranked Faculty															
Full Professor	325	81.5%	74	18.5%	366	91.7%	10	2.5%	7	1.8%	16	4.0%	16	4.0%	399
Associate Professor	181	64.4%	100	35.6%	240	85.4%	17	6.0%	8	2.8%	16	5.7%	16	5.7%	281
Assistant Professor	103	56.0%	81	44.0%	140	76.1%	17	9.2%	11	6.0%	16	8.7%	16	8.7%	184
Instructor	0	0.0%	2	100.0%	2	100.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	2
Total	609	70.3%	257	29.7%	748	86.4%	44	5.1%	26	3.0%	48	5.5%	48	5.5%	866
Grand Total	775	70.5%	325	29.5%	957	87.0%	60	5.5%	30	2.7%	53	4.8%	53	4.8%	1100

* Includes Asians, Pacific Islanders, American Indians, and Alaskan Natives.

NOTE: Due to rounding, race and gender percentages may not sum to zero.

TABLE 4

**STATE UNIVERSITY SYSTEM OF FLORIDA (SUS)
EQUITY ACCOUNTABILITY PROGRAM (EAP) UPDATE, 2002-2003
HEADCOUNT OF EMPLOYEES IN EAP DEFINED POSITION CATEGORIES
BY RACE AND GENDER**

PERCENTAGE POINT DIFFERENCE FROM FALL 2001 TO FALL 2002

University Florida State University

Position Category	Male	Female	White	African American	Hispanic	Other*
	%	%	%	%	%	%
Senior Level Admin.	1.2%	-1.2%	-2.0%	1.9%	0.1%	0.0%
Academic Admin.						
Chairperson	-5.4%	5.4%	-2.6%	0.0%	0.2%	2.3%
Dean	-7.2%	7.2%	2.2%	-1.7%	0.0%	-0.6%
Director	-4.7%	4.7%	-8.9%	4.4%	4.3%	0.2%
Librarian	19.0%	-19.0%	-2.4%	2.4%	0.0%	0.0%
Executive	3.3%	-3.3%	0.0%	0.0%	0.0%	0.0%
Total	-3.8%	3.8%	-5.0%	2.1%	2.1%	0.8%
Ranked Faculty						
Full Professor	1.3%	-1.3%	0.3%	-0.4%	-0.1%	0.2%
Associate Professor	-3.9%	3.9%	-1.7%	-0.3%	1.2%	0.8%
Assistant Professor	4.0%	-4.0%	3.0%	-1.6%	-0.7%	-0.6%
Instructor	0.0%	0.0%	-50.0%	50.0%	0.0%	0.0%
Total	0.1%	-0.1%	0.0%	-0.5%	0.2%	0.2%
Grand Total	-0.3%	0.3%	-0.8%	0.0%	0.5%	0.4%

* Includes Asians, Pacific Islanders, American Indians, and Alaskan Natives.

NOTE: Due to rounding, race and gender percentages may not sum to zero.

TABLE 5

STATE UNIVERSITY SYSTEM OF FLORIDA (SUS)
 EQUITY ACCOUNTABILITY PROGRAM (EAP) UPDATE, 2002-2003
 FALL 2002 HEADCOUNT OF EMPLOYEES AND 2003 GOALS ESTABLISHED
 BY RACE AND GENDER

University Florida State University

EAP Position Category	Female		African American		Hispanic		Other*		Grand Total Fall 2002 Headcount
	Fall 2002 Headcount	Under 2003 rep Goals	Fall 2002 Headcount	Under 2003 rep Goals	Fall 2002 Headcount	Under 2003 rep Goals	Fall 2002 Headcount	Under 2003 rep Goals	
Senior Level Admin.	26	-4	0	0	1	-3	0	-2	72
Academic Admin.									
Chairperson	12	-2	0	-2	2	0	3	0	48
Dean	7	0	0	0	0	0	1	0	20
Director	20	-2	0	0	4	0	2	-2	72
Librarian	4	0	0	0	0	0	0	0	6
Executive	1	-2	0	0	0	0	0	0	6
Total	44	-6	0	-2	6	0	6	-2	152
Ranked Faculty									
Full Professor	74	-1	0	-2	7	-2	18	-3	428
Associate Professor	116	-1	0	-2	12	-1	19	-2	294
Assistant Professor	84	-5	0	-2	11	0	17	-1	210
Instructor	2	0	0	0	0	0	0	0	2
Total	276	-7	0	-6	30	-3	54	-6	934
Grand Total	346	-17	0	-8	37	-6	60	-10	1158

* Includes Asians, Pacific Islanders, American Indians, and Alaskan Natives.

NOTE: Goals to be determined.