



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

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**GENERAL MEETING AGENDA**

Friday, September 13, 2024

9:00 AM

Augustus B. Turnbull Conference Center  
555 W Pensacola St, Tallahassee, FL 32306  
Room 208

*The agenda will be followed in subsequent order and items may be heard earlier than the scheduled time.*

**I. CALL TO ORDER AND WELCOME**

*Mr. Peter Collins, Chair*

**II. APPROVAL OF MINUTES**

*June 20, 2024, Meeting Minutes*

*July 22, 2024, Meeting Minutes*

**III. PUBLIC COMMENT**

**IV. PRESIDENT'S REPORT**

*Dr. Richard McCullough, President*

**V. ACTION ITEMS (CONSENT)**

**A. Request for Approval:** Self-supporting and Market Tuition Rate College-Credit Programs Annual Report (Academic Affairs)

**B. Request for Approval:** Annual Textbook and Instructional Materials Affordability Report (August 2023-July 2024) (Academic Affairs)

**C. Request for Approval:** Approval of the 2025-2026 Academic Calendar (Academic Affairs)

**D. Request for Approval:** Proposal to Implement Genetic Counseling Master's Degree (Academic Affairs)

**E. Request for Approval:** Termination of Management Master's Degree (Academic Affairs)

**F. Request for Approval:** Regulation Amendment to FSU 5.099, Development, Temporary Suspension, and Termination of Degree and Certificate Programs (Academic Affairs)

- G. Request for Approval:** Repeal of FSU Regulation 3.045, College of Law Student Conduct Code (Academic Affairs)
- H. Request for Approval:** Repeal of FSU Regulation 4.0395, College of Law Phased Retirement Program (Academic Affairs)
- I. Request for Approval:** Nomination to the Board of Directors of the Seminole Boosters, Inc. (Advancement & Governance)
- J. Request for Approval:** Office of Compliance and Ethics Charter Revision (Audit & Compliance)
- K. Request for Approval:** Acceptance of Office of Compliance and Ethics 2024-2025 Annual Report and Work Plan (Audit & Compliance)
- L. Request for Approval:** 2024-2025 Carryforward Spending Plan (Finance & Business)
- M. Request for Approval:** 2024-2025 Fixed Capital Outlay Budget (Finance & Business)
- N. Request for Approval:** Status Report on Purchase Orders over \$1M and 5+ Years of Service Contracts (Finance & Business)
- O. Request for Approval:** Regulation Amendment to FSU.2015, Procurement and Purchasing (Finance & Business)
- P. Request for Approval:** Florida State University Employee Bonus Plan Report (Finance & Business)
- Q. Request for Approval:** Nominations to the Board of Directors of the FSU International Programs Association, Inc. (Governance)
- R. Request for Approval:** Regulation Amendment to 3.001, Student Governance (Student Affairs)
- ~~**S. Request for Approval:** Regulation Amendment to FSU-3.006, The University Defender (Student Affairs)~~
- T. Request for Approval:** Regulation Amendment to FSU-3.050, Educational Research Center for Child Development (Student Affairs)
- U. Request for Approval:** Regulation Amendment to FSU-2.013, Commercial Solicitations (Student Affairs)
- V. Request for Approval:** Exception to Section 288.860(3)(d) to employ Graduate Assistant in Biological Sciences (University Research)
- ~~**W. Request for Approval:** Exception to Section 288.860(3)(d) to employ Graduate Assistant in English (University Research)~~

## **VI. NEW BUSINESS AND UPDATES**

### **a. Athletics Update**

*Mr. Michael Alford, Vice President and Director of Athletics*

#### **Information Item I:**

*Student Athlete Highlight*

**Action Item I: Request for Approval:** ACC Governing Board Certification Form (Academic Year 2024-25)

### **b. Faculty Senate Steering Committee**

*Dr. Roxanne Hughes, Vice Chair, Faculty Senate Steering Committee*

### **c. Student Government Association**

*Mr. Anthony Benn, Vice President, Student Government Association*

**d. Legislative Affairs**

*Mr. Clay Ingram, Chief Legislative Affairs Officer*

**e. Academic Affairs Committee**

*Trustee Vivian de las Cuevas-Diaz, Chair*

*Dr. James Clark, Provost and Executive Vice President for Academic Affairs*

**f. Advancement Committee**

*Trustee John Thiel, Chair*

*Dr. Marla Vickers, Vice President for University Advancement and President, FSU Foundation, Inc.*

**g. Audit and Compliance Committee**

*Trustee Maximo Alvarez, Chair*

*Mr. Undra Baldwin, Chief Audit Officer*

*Mr. Robert Large, Chief Compliance Officer*

**Action Item I: Request for Approval:** Office of Audit and Advisory Services (OAAS) Post-Tenure Review Audit Results

**h. Finance and Business Committee**

*Trustee Jim Henderson, Chair*

*Mr. Kyle Clark, Senior Vice President for Finance and Administration*

**Action Item I: Request for Approval:** Campus Master Plan Amendment (Finance & Business)

**i. Governance Committee**

*Trustee Bob Sasser, Chair*

*Ms. Carolyn Egan, Vice President for Legal Affairs*

**j. Student Affairs Committee**

*Trustee Drew Weatherford, Chair*

*Dr. Amy Hecht, Vice President for Student Affairs*

**k. University Research Committee**

*Trustee Jorge Gonzalez, Chair*

*Dr. Stacey Patterson, Vice President for Research*

**VII. CHAIR'S REPORT**

*Mr. Peter Collins, Chair*

**Action Item I: Request for Approval:** FY 2023-2024 Presidential Evaluation and Contract

**VIII. OPEN FORUM FOR BOARD OF TRUSTEES**

*Mr. Peter Collins, Chair*

**IX. ADJOURNMENT**

*Mr. Peter Collins, Chair*



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

# Meeting Minutes

## June 20, 2024



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

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**MEETING MINUTES (DRAFT)**

**Thursday, June 20, 2024**

Zoom Meeting

**Attended:** Maximo Alvarez, Kathryn Ballard, Bridgett Birmingham, Jackson Boisvert, Peter Collins, Jorge Gonzalez, Justin Roth (joined late), Bob Sasser, John Thiel, and Drew Weatherford.

**Absent:** Vivian de las Cuevas-Diaz, Jim Henderson, Deborah Sargeant.

**I. CALL TO ORDER AND ROLL CALL**

*Mr. Bob Sasser, Vice Chair<sup>1</sup>*

As previous meetings concluded early, Vice Chair Sasser welcomed everyone and called the meeting to order at 1:31 p.m.

Heather Mayo called the roll and confirmed a quorum.

**II. APPROVAL OF MINUTES**

*February 1, 2024, Meeting Minutes*

*April 15, 2024, Meeting Minutes*

*Trustee Gonzalez moved to approve the February 1, 2024, and April 15, 2024, board meeting minutes. Chair Collins seconded the motion, and both sets of minutes were approved unanimously by all present at the meeting.*

**III. PUBLIC COMMENT**

There were no public comments.

Vice Chair Sasser read the Ethics Conduct Policy.

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<sup>1</sup> Vice Chair Sasser presided over the meeting in Chair Collins place due to a change in Chair Collins' schedule. Chair Collins attended the meeting but was unable to lead.

#### **IV. PRESIDENT'S REPORT**

*Dr. Richard McCullough, President*

President McCullough began his report by welcoming the newest trustee and student body president, Jackson Boisvert.

President McCullough noted that in March, a peer review team selected by SACSCOC, FSU's accrediting body, reviewed FSU's reaffirmation of accreditation submissions, visited branch campuses and the main campus, and met with FSU leadership, trustees, administrators, faculty, and students. He reported that the reaffirmation committee indicated that the university had no findings of noncompliance, which positions FSU well for the final decision on reaffirmation to be made by the SACSCOC Board of Trustees in December 2024.

President McCullough thanked Chair Collins and Vice Chair Sasser for meeting with the SACSCOC team during their visit and Dr. Ruth Storm and her team in the provost's office for their diligence throughout the process.

President McCullough highlighted the eight commencement ceremonies held in May, including those held for FSU Panama City and the Colleges of Law and Medicine. FSU awarded 8,000 bachelor's, master's, doctoral, law, and medical degrees. He noted that FSU continues to be one of the best universities in the country for student success, with retention and graduation rates among the nation's best.

President McCullough noted that FSU was preparing to welcome members of its new freshman class for Summer Session B. This year's freshman class had an average GPA of 4.4, and 88% were in the Top 10% of their high school class. Just a few years ago, 47% of FSU's incoming students were in the Top 10% of their class.

President McCullough reported that FSU is working hard to bring in FSU's first Assistant Vice President for Career Services and hopes to make an announcement soon.

President McCullough noted that Dr. Jim Pitts, the director of International Programs, is stepping down. Under Dr. Pitts' guidance, FSU has become a national leader in study abroad enrollment, ranking No. 3 among public universities. Dr. Pitts will retire at the end of June after serving FSU for 56 years in a variety of roles. He thanked Dr. Pitts for his incredible service to FSU and congratulated him on his well-deserved retirement. He also noted that Louisa Blenman will assume the role of interim director.

President McCullough provided updates on FSU Health and InSPIRE. He reported that the Triumph Gulf Coast Board approved the almost \$100 million award for FSU's InSPIRE initiative, which includes building advanced manufacturing and aerospace facilities in Bay County. President McCullough said that FSU continues build relationships and corporate partnerships in North Florida.

President McCullough highlighted Kathleen Amm, the National High Magnetic Field Laboratory's new director, who joined the team in May.

President McCullough thanked Governor DeSantis, the Governor's staff, and the Florida Legislature for their support for FSU during the legislative session. FSU received significant operational, preeminence, performance, and PECO funding. He also thanked Clay Ingram, the Governmental Relations team, Chair Collins, and FSU's lobbyists for their excellent work this legislative session.

President McCullough thanked Senior Vice President Kyle Clark and Trustees Henderson and Gonzalez for their work on FSU's FY 2024-2025 operating budget.

President McCullough commented on his recent trips to Washington, DC, in May 2024 for the Florida Council of 100 meeting, and earlier in the year in March of 2024. During these trips, he met with congressional leaders, FSU Alumni working on Capitol Hill, and the American Association of Universities (AAU).

President McCullough highlighted FSU's upcoming comprehensive fundraising campaign and university marketing's new brand policy rollout.

President McCullough noted that FSU will be welcoming Seminole Tribe of Florida Chairman Osceola, members of the Tribe's leadership team, and recent high school graduates and their families to FSU in July. This is the second summer FSU has hosted these students and their families. President McCullough noted that FSU values the opportunity to build a relationship with these young Tribe members and their families.

President McCullough congratulated Coach Link Jarrett and the baseball team for making their 24th trip to the College World Series in program history. President McCullough congratulated Coach Trey Jones and the men's golf team for advancing to the NCAA national championship match for the first time. He also congratulated the women's softball, women's golf, and the beach volleyball teams for all competing in NCAA championships.

President McCullough thanked the trustees, his senior staff, and staff for their great work. He noted that he is excited about the progress made in all areas of the university and again expressed his appreciation for the support of the trustees, Governor DeSantis, and the Florida Legislature.

Vice Chair Sasser thanked President McCullough for his report and for his leadership. He noted that this is an exciting time for the university.

## **V. ACTION ITEMS (CONSENT)**

- A. Request for Approval:** Proposal to Implement Ph.D. in Aerospace Engineering (Academic Affairs)
- B. Request for Approval:** Proposal to Implement Masters in Aerospace Engineering (Academic Affairs)
- C. Request for Approval:** BOG Regulation 8.014: 120 Credit Hour Exception Revisions (Academic Affairs)
- D. Request for Approval:** FSU Regulation 5.079 Revision (Academic Affairs)
- E. Request for Approval:** BOG Regulation 8.005: Review of General Education Courses (Academic Affairs)
- F. Request for Approval:** 2024-2025 Linking Industry to Nursing Education (LINE) Fund Proposal (Academic Affairs)
- G. Request for Approval:** Nominations to the Board of Directors of the Seminole Boosters, Inc. (Advancement & Governance)
- H. Request for Approval:** Nominations to the Board of Directors of the FSU Alumni Association, Inc. (Advancement & Governance)
- I. Request for Approval:** Nominations to the Board of Directors of the Ringling Foundation, Inc. (Advancement & Governance)
- J. Request for Approval:** Nominations to the Board of Trustees of the FSU Foundation, Inc. (Advancement & Governance)
- K. Request for Approval:** FSU Foundation, Inc. Bylaw Changes (Advancement)
- L. Request for Approval:** FSU Alumni Association, Inc. Bylaw Changes (Advancement)



- M. Request for Approval:** New External Auditor for FSU Foundation, Alumni Association and FSU Real Estate Foundation (Audit & Compliance)
- N. Request for Approval:** New External Auditor for FSU Student Investment Fund (Audit & Compliance)
- O. Request for Approval:** New External Auditor for FSU Panama City Collegiate School (Audit & Compliance)
- P. Request for Approval:** New External Auditor for FSU Schools (Audit & Compliance)
- Q. Request for Approval:** OAAS FY 2024-2025 Audit Plans (Audit & Compliance)
- R. Request for Approval:** FY 2025-2026 Capital Improvement Plan (Finance & Business)
- S. Request for Approval:** Campus Master Plan Amendment (Finance & Business)
- T. Request for Approval:** Student Overnight Parking Permit (Finance & Business)
- U. Request for Approval:** Regulation Amendment to FSU 2.009, Parking and Traffic (Finance & Business)
- V. Request for Approval:** Regulation Amendment to FSU 2.007, Use of Campus Land and Facilities (Finance & Business)
- W. Request for Approval:** Emergency Regulation-FSU ER24-1 Purchasing and Procurement (Finance & Business)
- X. Request for Approval:** Nominations to the Board of Directors of the FSU International Programs Association, Inc. (Governance)
- Y. Request for Approval:** Nomination to the Board of Directors of FSU Magnet Research and Development, Inc. (Governance)
- Z. Request for Approval:** Nomination to the Board of Directors of the FSU Research Foundation, Inc. (Governance)
- AA. Request for Approval:** Nomination to the Board of Directors of the FSU Athletic Association, Inc. (Governance)
- BB. Request for Approval:** Freedom of Expression Rights and Responsibilities 3.003 (Student Affairs)

Vice Chair Sasser noted that today's committee meeting format allowed trustees to hear reports from committees and discuss items. He advised that if any trustee wished to discuss any item on the consent agenda further, they should request to move it to the regular agenda.

*Hearing none, Vice Chair Sasser asked for a motion to approve Consent Items A-BB. Chair Collins moved to approve consent items A-BB. Trustee Thiel seconded the motion, and the consent item agenda was approved unanimously by all present at the meeting.*

## **VI. ACTION ITEMS (NON-CONSENT)**

### **A. Request for Approval: Tenure Report (Academic Affairs)**

Vice Chair Sasser welcomed Provost Clark and Vice President Kistner to present on Action Item A.

Provost Clark presented information and Vice Chair Sasser and Chair Collins both provided comments. Vice Chair Sasser noted that the Academic Affairs Committee voted favorably on this action item.

*Vice Chair Sasser asked for a motion to approve the Tenure Report. Trustee Birmingham moved to approve the Tenure Report. Trustee Boisvert seconded the motion, and it was approved unanimously by all present at the meeting.*

**B. Request for Approval: College Naming Opportunity (Advancement)**

Vice Chair Sasser welcomed President McCullough and Vice President Vickers to present on Action Item B.

President McCullough introduced the action item and invited Vice President Vickers to provide further information.

Chair Collins congratulated Vice President Vickers, Kevin Derryberry, Dean Damon Andrew, and President McCullough for their work on this gift.

*Vice Chair Sasser asked for a motion to approve the Anne Spencer Daves College of Education, Health, and Human Sciences, contingent on approval by the President and Chairman of the Board of Trustees of the final execution and sufficiency of the irrevocable trust documents for the Charitable Remainder Trust.*

*Trustee Thiel moved to approve the Anne Spencer Daves College of Education, Health, and Human Sciences, contingent on approval by the President and Chairman of the Board of Trustees of the final execution and sufficiency of the irrevocable trust documents for the Charitable Remainder Trust. Trustee Birmingham seconded the motion, and it was approved unanimously by all present at the meeting.*

**C. Request for Approval: FY 2024-2025 Operating Budget (Finance & Business)**

Vice Chair Sasser welcomed Senior Vice President Kyle Clark to present on Action Item C.

Senior Vice President Clark presented the FY 2024-2025 Operating Budget items 1-5.

1. Approve the University's fiscal year 2024-2025 operating budget of \$2,839,938,437 which includes \$519,758,280 for the Annual Capital Outlay Budget.
2. Approve the University's fiscal year 2024-2025 Florida Medical Practice Plan operating budget of \$13,528,471.
3. Approve the University's fiscal year 2024-2025 Direct Support Organizations operating budgets totaling \$148,926,156.
4. Grant approval for the President to make subsequent changes to the budgets outlined in motions 1, 2, and 3, as needed during the fiscal year, within available resources and fund balances, and consistent with applicable laws and regulations.
5. Continue the existing Tuition and Fee Regulation at current rates for fiscal year 2024-2025 and approve an amendment of the current regulation to that effect.

*Vice Chair Sasser asked for a motion to approve the FY 2024-2025 Operating Budget items 1-5.*

*Trustee Gonzalez moved to approve the FY 2024-2025 Operating Budget items 1-5. Trustee Alvarez seconded the motion, and it was approved unanimously by all present at the meeting.*

Senior Vice President Clark provided an additional update on the Florida State University Athletic Association bonds.

## **VII. NEW BUSINESS AND UPDATES**

### **A. Faculty Senate Steering Committee**

*Dr. Roxanne Hughes, Vice-Chair, Faculty Senate Steering Committee*

Vice Chair Sasser welcomed Dr. Roxanne Hughes, Vice Chair of the Faculty Senate Steering Committee to give her report.

Dr. Hughes began her report by thanking the Board for the opportunity to present. She reported that in February, the faculty senate approved nine credit hours as the minimum for full-time graduate students, which will allow graduate students to be eligible for various fellowships and awards and will improve reimbursements for active military and veteran students. In April, Dr. Hughes noted that Trustee Birmingham and herself met with their colleagues in the Advisory Council of Faculty Senates to provide the Florida Board of Governors feedback on their ten-year strategic plan.

Dr. Hughes highlighted recent faculty accomplishments:

- Scotty Barnhart, an FSU College of Music Professor, and internationally acclaimed jazz trumpeter won his third Grammy Award during the 66<sup>th</sup> Annual Grammy awards ceremony held on February 4.
- Dr. Pedro L. Fernández-Cabán, an assistant professor in civil and environmental engineering in the FAMU-FSU College of Engineering, received the National Science Foundation career award.
- Dr. Jayur Madhusudan Mehta, an assistant professor in the Department of Anthropology is part of a team who received \$1.5 million in funding to partner with the Bureau of Ocean Energy Management to study submerged pre-contact archaeological sites over the next five years in the Gulf of Mexico.
- Dr. Martin Monroe, an eminent scholar of French in the Department of Modern Languages and director of the Winthrop King Institute for Contemporary French Studies, received a 2024 Guggenheim Fellowship.
- Dr. Lindsey Eckert and Dr. Tarez Samra Graban in the English Department were each awarded a National Endowment for the Humanities Summer Stipend Grant.
- Dr. Nicole Patton-Terry, a professor in the College of Education, Health, and Human Sciences and director of the Florida Center for Reading Research was named a 2024 American Educational Research Association Fellow.
- Dr. Michael Shatruck, professor of chemistry was named a fellow of the 2023 American Association for the Advancement of Science (AAAS).
- Dr. Roxanne Hughes, director of the Center for Integrating Research and Learning at the National High Magnetic Field Laboratory (MagLab) was named a fellow of the 2023 American Association for the Advancement of Science (AAAS).

Trustee Birmingham and President McCullough both congratulated Dr. Hughes on her AAAS fellowship.

### **B. Student Government Association**

*Anthony Benn, Vice President, Student Government Association*

Vice Chair Sasser welcomed Mr. Anthony Benn, Vice President of the Student Government Association to give his report and noted that this was Mr. Benn's first time presenting in front of the Board of Trustees.

Mr. Benn began his report by thanking the Trustees for the opportunity to present to the board. Mr. Benn gave an overview of the mission of the Student Government Association (SGA) and of the current Boisvert-Benn-King 2024-2025 Administration. He also highlighted notable projects and initiatives completed in 2023-2024 by the Student Government Association followed by highlighting Executive Branch Projects for Summer of 2024. Looking ahead, Mr. Benn highlighted upcoming student events and programming. Mr. Benn provided closing comments and thanked the Board for the opportunity to present.

Vice Chair Sasser thanked Mr. Benn for his report.

### **C. Legislative Affairs<sup>2</sup>**

*Mr. Clay Ingram, Chief Legislative Affairs Officer*

Vice Chair Sasser welcomed Mr. Clay Ingram, Chief Legislative Affairs Officer.

Mr. Clay Ingram provided an overview of the recent legislative session and budget highlights. He expressed his gratitude to everyone at the Capitol, thanking specifically Senate President Passidomo, Speaker of the House Renner, the House and Senate appropriations committee chairs, the House and Senate appropriations staff, project sponsors in the Seminole Caucus, the Governor's Office of Policy and Budget, Chancellor Rodrigues, and Governor DeSantis.

Mr. Ingram provided an update on the Legislative Internship Program. He noted that Jonathan Fozard, Chief Information Officer, was appointed by Senate President Passidomo to serve on the newly created Government Technology Modernization Council.

Vice Chair Sasser expressed his gratitude to Mr. Ingram, President McCullough, and Chair Collins for their work during this legislative session.

### **D. Athletics Update**

*Mr. Michael Alford, Vice President, and Director of Athletics*

Vice Chair Sasser welcomed Mr. Michael Alford, Vice President, and Director of Athletics.

Mr. Michael Alford called into the meeting with men's baseball coach Link Jarrett from the airplane as they had just landed from the College World Series.

Vice Chair Sasser congratulated Coach Jarrett and the baseball team for a great season.

Mr. Alford commented on the success of our student athletes both on and off the field. He thanked President McCullough and the Board for their support.

## **VIII. CHAIR'S REPORT**

*Mr. Bob Sasser, Vice Chair*

There was no chair's report.

## **IX. OPEN FORUM FOR BOARD OF TRUSTEES**

*Mr. Bob Sasser, Vice Chair*

There was no further discussion from the Board.

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<sup>2</sup> The Legislative Affairs Report was shifted to occur before the Athletics Update due to a change in Mr. Alford's schedule.

**X. ADJOURNMENT**

*Mr. Bob Sasser, Vice Chair*

Vice Chair Sasser commented on upcoming meeting dates.

The meeting was adjourned at 2:59 pm.

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FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

# Meeting Minutes

## July 22, 2024



# FLORIDA STATE UNIVERSITY

## BOARD OF TRUSTEES

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### MEETING MINUTES (DRAFT)

Monday, July 22, 2024  
9:00 AM

Zoom Meeting

**Attended:** Maximo Alvarez, Kathryn Ballard, Bridgett Birmingham, Jackson Boisvert, Peter Collins, Vivian de las Cuevas-Diaz, Jorge Gonzalez, Jim Henderson, Justin Roth, Deborah Sargeant, Bob Sasser, John Thiel, and Drew Weatherford.

#### **I. CALL TO ORDER AND WELCOME**

*Mr. Peter Collins, Chair*

Chair Collins called the meeting to order at 9:01 a.m.

Heather Mayo called the roll and confirmed a quorum.

#### **II. PUBLIC COMMENT**

There were no public comments.

Chair Collins read the Ethics Conduct Policy.

#### **III. NEW BUSINESS AND UPDATES**

##### **Action Item A: Request for Approval: 2025-2026 Legislative Budget Request**

Chair Collins asked Provost Clark to present on the 2025-2026 Legislative Budget Request. Provost Clark provided a detailed presentation on each of the following proposals within the 2025-2026 Legislative Budget Request:

##### **Translation Hub on Healthy Aging and Digital Health**

- Trustee Sargeant asked about the hub's location. Provost Clark advised on the location, saying it would be in many different buildings across the university, including new ones. The space for the headquarters has yet to be secured.

- Trustee Sargeant, Trustee Henderson, and Trustee Gonzalez all provided comments supporting the proposal.

### **Modernization of the MagLab**

- Chair Collins provided comments in support of this proposal and iterated on the importance of this request.
- President McCullough commented on the MagLab's importance and ability to bring accolades to Florida State University.
- Trustee de las Cuevas-Diaz and Trustee Gonzalez stressed the importance of the Board having more information regarding educating the legislature.
- Dr. Stacey Patterson, Vice President for Research, confirmed that the MagLab is the largest and most powerful magnet in the United States and currently in the world. She stressed the importance of educating others on the MagLab.

### **Growing FSU's National Prominence**

- Chair Collins provided comments and more details on this request. Specifically, he emphasized the importance of recruiting top graduate students and appreciated the money dedicated to graduate student stipends and scholarships.
- Trustee Gonzalez noted the emphasis on research, the strategy for recruiting graduate students, and the resources needed.
- Trustee Birmingham asked for clarification on the research faculty members. Provost Clark answered and advised that they are noting tenure-track and tenured faculty.
- Trustee Birmingham also asked if the request included resources for post-docs and fellowships. Provost Clark advised that there are existing funds, and a part of a line item is to improve those packages and create new packages.
- Trustee Birmingham commented on the importance of providing resources to increase compensation for student support staff and the number of support staff.
- Chair Collins asked President McCullough for additional comments on the university's growth. President McCullough provided comments on the university's growth.
- Trustee Boisvert commented on college affordability and students continuing their graduate studies. He said it's great to see more resources poured into scholarships. President McCullough stated that this is one of the major goals at FSU, for our graduate students to have the lowest debt among all R1 universities.

### **Bolstering FSU Health and Research Operations**

- Vice President Patterson provided additional comments on this request. She believes this is FSU's largest opportunity to make an impact in the future.
- Trustee Gonzalez commented that FSU Health is not a sprint but a marathon. He noted that it's not just about a building but about programming and that in every legislative session FSU should have a



component of FSU Health. Chair Collins agreed and noted the importance of educating the legislature.

**Accelerating Excellence: Fueling Research and Student Success in Joint College of Engineering**

- It was noted that this proposal was approved by the FAMU Board of Trustees on May 29, 2024, and by the FAMU-FSU Joint Management Council on June 7, 2024.
- Chair Collins emphasized the importance of this initiative.

***Chair Collins asked for a motion to approve the 2025-2026 Legislative Budget Request. Trustee Birmingham motioned to approve the 2025-2026 Legislative Budget Request. Trustee Alvarez seconded the motion.***

Trustee Alvarez commented that FSU is fortunate to have members in the legislature who are FSU alumni but also stressed the importance of educating all legislators on FSU initiatives.

Chair Collins thanked President McCullough, Vice President Patterson, and the senior leadership team for their work on FSU's ambitious request.

***The motion to approve the 2025-2026 Legislative Budget Request was unanimously approved by all present at the meeting.<sup>1</sup>***

President McCullough thanked the Board for supporting FSU's vision.

**IV. OPEN FORUM FOR BOARD OF TRUSTEES**

*Mr. Peter Collins, Chair*

Trustee de las Cuevas-Diaz stressed the importance of having resources to present this request to the legislative members. Chair Collins advised that the Board will be provided with resources.

Trustee Henderson commented on the importance of the faculty telling our story to the legislature.

Chair Collins provided the Board with information on upcoming meeting dates.

**V. ADJOURNMENT**

***Chair Collins asked for a motion to adjourn. Trustee de las Cuevas-Diaz made a motion to adjourn. Trustee Birmingham seconded and the meeting was adjourned at 10:08 a.m.***

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<sup>1</sup> Trustee Thiel had to leave the meeting early and was not present for the vote.



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

# CONSENT ITEM A



# FLORIDA STATE UNIVERSITY

## BOARD OF TRUSTEES

### *Academic Affairs Committee*

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#### **ACTION ITEM I**

**September 12, 2024**

**SUBJECT: Self-supporting and Market Tuition Rate College-Credit Programs Annual Report**

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#### **PROPOSED COMMITTEE ACTION**

Request for Approval

#### **AUTHORITY FOR BOARD OF TRUSTEES ACTION**

Florida Board of Governors Regulation 8.002

#### **BACKGROUND INFORMATION**

Florida Board of Governors regulation 8.002 requires each university to submit an annual report for each self-supporting and market rate tuition program in the format prescribed by the Chancellor. The annual report must be approved by the university's Board of Trustees. Attached is the submission for 2023-24.

As defined in the regulation, a Self-Supporting Program assesses tuition and fees that are "sufficient to offset the full instructional cost of serving the student and shall not exceed the existing approved tuition and out-of-state fees for similar level courses." FSU does not currently offer any programs designated as self-supporting.

As defined in the regulation, a Market Tuition Rate Program assesses a rate of tuition that is "competitively aligned with comparable programs offered by public or private institutions located both in-state and out-of-state."

FSU is currently authorized to offer nine (9) programs with market rate tuition. Each program is listed in the attached report with the corresponding enrollment, fiscal activity, and related program information. The Annual Report includes a summary of enrollment and financial information. The attached report has been compiled in accordance with BOG guidelines. I recommend you approve the Self-supporting and Market Tuition Rate College-Credit Programs Annual Report for fiscal year 2023-24.

#### **ADDITIONAL COMMITTEE CONSIDERATIONS**

Consistent with BOG Regulations, upon review and approval, the report will be submitted to the Chancellor of the State University System.

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**Supporting Documentation Included:**

**Submitted by:** *James M. Hunt, Ph.D.*

Fiscal Year 2023-2024 Self-Supporting and Market Tuition Rate Report									
Program Name (in inventory)	Project Management	Information	Instructional Systems & Learning Technologies	Criminology	Communication Science and Disorders	Social Work	Business Administration	Management Information Systems	Risk Management & Insurance
CIP Code	09.0199	11.0401	13.0501	43.0104	51.0204	51.1503	52.0101	52.1201	52.1701
Program Level	Certificate	Master's	Master's	Master's	Certificate	Master's	Master's	Master's	Master's
Program Type	Certificate	Master's	Master's	Master's	Certificate	Master's	Master's	Master's	Master's
Local Program Name (if different from inventory name)	Graduate Certificate in Project Management	Master in Library & Information Studies	Master of Science in Instructional Systems	Master in Criminal Justice	School of Communication Science and Disorders' Bridge Certificate Program	Master of Social Work	Master in Business Administration	Master in Management Information Systems	Risk Management & Insurance
Program Length (in credit hours)	12	36	33	36	28	39	39	33	33
Tuition Type	Market Rate	Market Rate	Market Rate	Market Rate	Market Rate	Market Rate	Market Rate	Market Rate	Market Rate
Mode of Delivery	Online	Online	Online	Online	Online	Online	Online	Online	Online
UBOT Tuition Approval Date	11/4/2011	1/7/2011	11/4/2011	11/4/2011	11/4/2011	1/7/2011	1/7/2011	1/7/2011	1/7/2011
BOG Tuition Approval Date	11/10/2011	2/17/2011	11/10/2011	11/10/2011	11/10/2011	2/17/2011	2/17/2011	2/17/2011	2/17/2011
Term	Summer	Fall	Summer	Summer	Summer	Fall	Fall	Fall	Fall
Year	2012	2011	2012	2012	2012	2011	2011	2011	2011
Tuition Rate Per Credit Hour - Resident	\$629.00	\$584.00	\$544.00	\$554.00	\$485.00	\$444.00	\$780.18	\$780.18	\$630.18
Tuition Rate Per Credit Hour - Non-Resident	\$629.00	\$584.00	\$544.00	\$554.00	\$485.00	\$625.00	\$810.24	\$810.24	\$660.24
Program Fees - Resident	-	-	-	-	-	4000	-	-	-
Program Fees - Non-Resident	-	-	-	-	-	4000	-	-	-
Resident Enrollment	0	1	2	6	38	11	277	20	22
Non-Resident Enrollment	0	52	39	43	13	269	116	19	23
Degree/Program Completions	0	17	6	13	80	99	144	17	10
Revenues	-	\$330,544	\$233,104	\$270,906	\$1,285,263	\$2,606,828	\$2,972,813	\$443,447	\$399,150
Expenditures	-	\$391,106	\$109,901	\$349,899	\$1,179,778	\$2,346,966	\$2,169,025	\$487,156	\$287,198
Comparable E&G Program?	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes
Program Name	Project Management	Information	Instructional Systems & Learning Technologies	Criminology	-	Social Work	Business Administration	Management Information Systems	Risk Management & Insurance
Degree/Program Level	Certificate	Masters	Masters	Masters		Masters	Masters	Masters	Masters
CIP Code (XX.XXXX)	09.0199	11.0401	13.0501	43.0104		51.1503	52.0101	52.1201	52.1701
Additional Comments (if any)	-	-	-	-	-	Program fee: Charges vary up to \$400 per course for a total of ~10 courses	-	-	-



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

# CONSENT ITEM B



# FLORIDA STATE UNIVERSITY

## BOARD OF TRUSTEES

### *Academic Affairs Committee*

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#### **ACTION ITEM II**

**September 12, 2024**

**SUBJECT: Annual Textbook and Instructional Materials Affordability Report (August 2023-July 2024)**

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#### **PROPOSED COMMITTEE ACTION**

Request for Approval

#### **AUTHORITY FOR BOARD OF TRUSTEES ACTION**

Section 1004.085, Florida Statutes, and Board of Governors Regulation 8.003

#### **BACKGROUND INFORMATION**

State law requires each university to submit an annual report to the Chancellor of the State University System on textbook and instructional materials affordability. Using a template and instructions provided by the Florida Board of Governors, the Provost's Office compiled and analyzed this information. Per BOG Guidance: Section 1004.085, Florida Statutes, establishes requirements regarding the textbook and instructional materials adoption process at public colleges and institutions in Florida. The law requires each institution's board of trustees in the State University System to submit an annual report by September 30 of each year, beginning in 2016, to the Chancellor of the State University System. In 2019, Chapter 2019-4, Laws of Florida removed subsections (4) and (8) of section 1004.085, Florida Statutes. Each institution's report is required to address four components: (1) The selection process for textbooks and instructional materials for general education courses identified with high enrollments. (2) Specific initiatives of each institution designed to reduce the costs of textbooks and instructional materials. (3) Institution policies implemented for the posting of textbook and instructional materials information for students. (4) The number of courses and course sections that did not meet the textbook and instructional materials posting deadline in the previous academic year.

#### **ADDITIONAL COMMITTEE CONSIDERATIONS**

Consistent with state law, upon review and approval, the report will be submitted to the Chancellor of the State University System.

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**Supporting Documentation Included:** *Textbook & Instructional Materials Affordability Report FSU 2024.pdf*

**Submitted by:** *James M. Hunt, Ph.D.*



## Textbook and Instructional Materials Affordability Annual Report

### Instructions

1. Complete each tab/worksheet as designed. The template reflects the interpretation of the reporting requirements by Board staff.  
Do not edit the content of the template. Expand the response space as needed.
2. Statutory due date is September 30, 2024.
3. If there are questions, contact Erica Vander Meer, Director of Academic and Student Affairs, at Erica.VanderMeer@flbog.edu
4. Include the university contact name and email for the staff who completed the report below:
5. Please note some cells are auto-calculated and do not require you to enter a figure. These cells are green.

**University Contact Name and Email: James M. Hunt, Ph.D., [jhunt@fsu.edu](mailto:jhunt@fsu.edu)**

**Textbook and Instructional Materials Affordability Annual Report  
Fall 2023 and Spring 2024**

University Submitting Report:

Florida State University

Date Approved by the University Board of Trustees:

September 13, 2024

Signature of Chair, University Board of Trustees:

Signature of President:

## Textbook and Instructional Materials Selection Process

Report the textbook and instructional materials selection process used for general education courses with high enrollment. Include the course prefix(es) and number(s), the course title(s), and the total number of courses ( $n =$ ). In column "F," use the drop-down arrow in each cell to select the appropriate selection process. The methodology for determining high enrollment courses is as follows: *Order courses (course prefix/number) by headcount enrollment, excluding honors courses. The top 10% of courses are determined as high enrollment.*

General Education Courses with High Enrollment		Total Number of Course Sections ( $n =$ )	Selection Process	If "other," describe
Course Prefix & Number	Course Title			
ENC2135	RESEARCH, GENRE, AND CONTEXT	197	Combination of the Above	
CHM1045	GEN CHEMISTRY I	65	Department Committee	
MAC1105	COLLEGE ALGEBRA	66	Department Committee	
MAC2233	CALCULUS FOR BUSINES	42	Department Committee	
CHM1046	GEN CHEMISTRY II	41	Department Committee	
STA2122	INTRO APPL STATISTIC	51	Combination of the Above	
STA2023	FUND BUS STATISTICS	47	Combination of the Above	
MAC1140	PRECALCULUS ALGEBRA	56	Department Committee	
PHI2010	INTRO TO PHILOSOPHY	31	Individual Faculty	
MAC1114	ANALYTIC TRIGONOMETRY	31	Department Committee	
CHM1045L	GEN CHEM I LAB	55	Department Committee	
ECO2013	PRIN OF MACROECON	16	Combination of the Above	
AMH2020	HISTORY OF U.S.	19	Individual Faculty	
ECO2023	PRIN OF MICROECON	13	Combination of the Above	
POS1041	AMER GOV: NATIONAL	7	Individual Faculty	
BSC2010	BIOLOGICAL SCIENCE I	34	Department Committee	
ARH2000	ART ARCH ARTITC VISN	18	Department Committee	
EVR1001	INTRO ENV SCIENCE	7	Department Committee	
MAC2311	CALC W/ANLYT GEOM I	53	Department Committee	
BSC2011	BIOLOGICAL SCIENCE II	8	Department Committee	
BSC1005L	GENERAL BIOLOGY LAB	45	Department Committee	
CHM1046L	GEN CHEMISTRY II LAB	37	Department Committee	
PSB2000	INTRO BRAIN & BEHAVR	15	Individual Faculty	
BSC2010L	BIOLOGICAL SCI I LAB	58	Department Committee	
PSY2012	GEN PSYCHOLOGY	21	Department Committee	
BSC1005	GEN BIO NON-MAJORS	12	Department Committee	
THE2000	INTROD TO THEATRE	4	Department Committee	

### Course Sections with No Cost for Textbooks/Instructional Materials

Report the total number of course section(s) offered including exceptions and the total number of course sections that did not require or recommend the purchase of a textbook(s)/ instructional materials and/or utilized open educational resources. These may include general education courses, upper level courses, and courses for directed independent study, internships, thesis/dissertation, etc. Include any courses canceled within 45 days of the first day of class in the total number of course sections.

#### Fall 2023

Total Number of Course Sections Offered (Including Exceptions)	12549
Total Number of Course Sections Offered with No Cost Materials	8611
Percent of Course Sections with No Cost Materials (Auto-Calculated)	69%

#### Spring 2024

Total Number of Course Sections Offered (Including Exceptions)	12325
Total Number of Course Sections Offered with No Cost Materials	8736
Percent of Course Sections with No Cost Materials (Auto-Calculated)	71%

### Board Action Plan - Low Cost Course Materials

Report the total number of course section(s) offered including exceptions and the total number of course sections that required or recommended textbook(s)/instructional materials for \$20 or less per credit hour (e.g., \$60 or less for a three-credit-hour course), which meets the State University System of Florida Action Plan for the Pricing of Textbooks and other Instructional Materials. Include any courses canceled within 45 days of the first day of class in the total number of course sections.

Fall 2023	
Total Number of Course Sections Offered (Including Exceptions)	12549
Total Number of Course Sections Offered with the Cost of Materials at \$20 or less per credit hour	791
Percent of Course Sections Offered with the Cost of Materials at \$20 or less per credit hour (Auto-Calculated)	6%

Spring 2024	
Total Number of Course Sections Offered (Including Exceptions)	12325
Total Number of Course Sections Offered with the Cost of Materials at \$20 or less per credit hour	718
Percent of Course Sections Offered with the Cost of Materials at \$20 or less per credit hour (Auto-Calculated)	6%

## Textbook & Instructional Materials Affordability Initiatives

### **Describe specific initiatives of the institution designed to reduce the costs of textbooks and instructional materials.**

University Libraries implemented an eTextbooks Program in which library-licensed materials serve as course adopted textbooks. Instructors and students can search by course code, instructor, or book title to determine if required course materials identified by instructors are available online at no cost through the Libraries. Since its implementation, the Libraries have identified 2192 available eTextbooks in 2021, 2839 available eTextbooks in 2022, 3866 available eTextbook titles in 2023, and 1489 available titles in 2024 (spring & summer semesters only). The increase in titles represents the Libraries' strong commitment to our eTextbook program and success in our outreach to instructors in advocating for adoption of library-licensed course materials. In calculating the total potential savings for FSU students (assuming all courses adopted available eTextbook titles for all students), the impact now has exceeded five million dollars. This program is promoted directly to instructors with available eBooks each semester.

Further, the University Libraries have a course reserve program in which materials available through the course reserve program are searchable by course, instructor, and title through the library catalog. Each academic department is assigned a subject librarian who communicates with faculty about library services, including course reserves. The library website contains information about the Course Reserve program for faculty and students, while students also hear from the instructor about Course Reserves. For the 2023-2024 academic year, the Course Reserve Program at the Libraries included physical reserves and eReserves for 200 courses, 96 of which are permanently on Reserve.

In April 2024, FSU Libraries was honored with the Course Accessibility Hero Award from PIRG FSU, a student-led, non-profit, non-partisan organization focused on giving students the tools they need to make their voices heard. FSU Libraries and PIRG have worked together on developing innovative initiatives to collaboratively achieve our goal for course material access for our student community. PIRG has been our imperative student partners in our work with eTextbooks and advocating for textbook affordability across campus. This includes outreach, tabling for our suite of accessible course materials (OER, eTextbooks, and Course Reserves), and beyond. The FSU Libraries has also partnered with PIRG and SGA to organize the Textbook Donation Drive at the end of every semester, which helps build our permanent Course Reserve collection, and donates the other materials to the Center for Academic Retention and Enhancement (first generation and/or economically challenged students) and the Academic Center for Excellence (undergraduate student tutoring and learning center).

### **Textbook & Instructional Materials Affordability Initiatives**

**Has the *opt-in* provision been implemented by your institution for the purchase of student materials? If yes, describe the impact this has had on student savings, if any.**

The University implemented the Follett Access Opt-In Program in Fall 2018 and administered the program through Fall 2020. The program allowed students to "opt in" to purchase materials at a reduced cost from the University Bookstore (Follett). These materials are digitally delivered to students providing advantages in both material accessibility and affordability for participating students. According to the University Bookstore, sixty-five courses participated in the opt-in program with a participation rate of 67% and a savings of \$528,954. Since the program's inception, the University Bookstore estimates that students saved nearly \$1.4 million as a result of the Follett Access Opt-In Program.

**Has the *opt-out* provision been implemented by your institution for the purchase of student materials? If yes, describe the impact this has had on student savings, if any.**

In Spring 2021, the university implemented the opt-out provision for the purchase of student materials for select courses (referred to as the "Follett Access Program"). The program is a partnership between Student Business Services and the University Bookstore to enhance student success by delivering required course materials to students on or before the first day of classes at the lowest cost available. To identify participating courses, the University Bookstore collaborates with instructors. Students enrolled in a participating course are automatically enrolled in the Follett Access Program when registering for the course. Both Student Business Services and the University Bookstore provide information to students about accessing course materials through the Follett Access Program as well as instructors to opt-out of the program and relevant deadlines. Additionally, incoming students and their family members are presented with information on how the Follett Access Program works during new student orientation, which is required prior to matriculation. Course materials obtained through the Follett Access Program are charged automatically to student accounts through FSU invoices. If a student drops a course participating in the program, the charges are automatically removed from the invoice. According to the FSU Bookstore, in Fall 2023, 288 participated in the opt-out program with a total participation rate of 89%. When compared to the national digital price, there were student savings of \$1,485,554. In Spring 2024, 230 courses participated with a 95% total participation rate. When compared to the national digital price, there were student savings of \$1,543,112. In Summer 2024, 69 courses participated with a total participation rate of 95%. When compared to the national digital price, there were student savings of \$659,956. Since the Implementation of the Follett Access program in Fall 2018, total savings to date compared to the national digital is over \$10.5 million.

## University Policies for the Posting of Textbooks and Instructional Materials & Compliance with the Posting Deadline

**Describe policies implemented to ensure the posting of textbooks and instructional materials for at least 95% of all courses and course sections 45 days before the first day of class.**

The Office of the Provost requests that textbook and instructional material information be made available to students through the university's Student Information System by the first date of course registration (e.g., mid-March for Summer and Fall semesters and October for Spring semester), well ahead of the requirement of 45 days prior to the start of the semester. The Provost's Office establishes the deadlines for instructors of record or their designees to assign required and recommended textbooks and instructional material and input identifying information into the Student Information System. Textbook compliance information is posted on the Provost's website and also sent to colleges. Compliance is monitored by the Provost's Office and academic personnel provide regular reports to the Provost to ensure compliance. The Provost's Office also sends follow up emails and status updates regularly to the colleges. Students access the Student Information System through an online web portal using its course look-up feature to make decisions about courses, considering textbook costs, months in advance of the start of the term, and are encouraged to do so by academic personnel and advisors.

**Are the policies effective in meeting the reporting requirement? If not, what measures will be taken by the university to increase faculty and staff compliance for meeting the reporting requirement?**

The university's policies have been effective in meeting the reporting requirements. In the university's three most recent published operational audits in which textbook and instructional material compliance was included (conducted by the state auditor general), Florida State University had no findings related to compliance with s. 1004.085, Florida Statutes, concerning textbook affordability.

### Published List of Required and Recommended Textbooks and Instructional

Please use the drop-down options to confirm the published list of required and recommended textbooks and instructional materials includes the following information.

Information Required	Affirm Information is Included
International Standard Book Number (ISBN) or Other Identifying Information	Included
Title	Included
All Authors Listed	Included
Publishers	Included
Edition Number	Included
Copyright Date	Included

### Published Course Syllabus Requirements

Please use the drop-down options to confirm the course syllabus of the general education core course options identified pursuant to section 1007.25, Florida Statutes include the following information.

Information Required	Affirm Information is Included
Course Curriculum	Included
Goals, Objectives, and Student Expectations of the Course	Included
How Student Performance will be Measured	Included

### Link to Published List of Required and Recommended Textbooks and Instructional Materials

Please provide a link to the webpage housing the information listed under "Published List of Required and Recommended Textbooks and Instructional Materials.". If each course section has its own website link, please provide one example link.

Please Provide Link Below

<https://registrar.fsu.edu/scheduling/textbooks>

### Link to Published List of Course Syllabi for General Education Courses

Please provide links to the webpages housing the information under "Published Course Syllabus Requirements."



University Policies for the Posting of Textbooks and Instructional Materials & Compliance with the Posting Deadline		
Published Date	Included	<div>Please Provide Links Below</div>
Searchable by Course Subject, Course Number, Course Title, Name of Instructor, Title of Material, and Author(s) of Material	Included	
Material Information is Easily Downloadable by Current and Prospective Student	Included	
		<div>Communication</div> <div>Humanities</div> <div>Mathematics</div> <div>Natural Sciences</div> <div>Social Sciences</div>

## Exceptions

Per Board of Governors Regulation 8.003(1)(h), Textbook and Instructional Materials Affordability, any request for an exception to the compliance deadline shall be submitted in writing to the designated university official and shall provide a reasonable justification for an exception. A course or section added after the notification deadline is exempt from this notification requirement. Include any courses canceled within 45 days of the first day of class in the total number of course sections.

Fall 2023				
Total # of Course Sections (Not Including Exceptions)	# of Course Sections Identified As Exceptions	Total # Of Course Sections Including Exceptions (Column A + Column B) (Auto-Calculated)	% Of Total Course Sections That Were Identified As Exceptions (Auto-Calculated)	Reasons For Exceptions
11786	763	12549	6%	Course sections added after 45-day posting deadline in order to meet student demand.

Spring 2024				
Total # Of Course Sections (Not Including Exceptions)	# Of Course Sections Identified As Exceptions	Total # Of Course Sections Including Exceptions (Column G + Column H) (Auto-Calculated)	% Of Total Course Sections That Were Identified As Exceptions (Auto-Calculated)	Reasons For Exceptions
11623	702	12325	6%	Course sections added after 45-day posting deadline in order to meet student demand.

### University Requirements for the Posting of Textbooks and Instructional Materials & Compliance with the Posting Deadline

Use the tables below to report the total number of course sections offered at the 45-day posting deadline, the number of course sections that met the posting requirement, the number of course sections that changed materials after the posting deadline, and the number of course sections that did not meet the posting requirement. Include any courses canceled within 45 days of the first day of class in the total number of course sections.

Fall 2023					
Total Course Sections at the 45-Day Posting Deadline (Not Including Exceptions)	# Of Course Sections Meeting Requirement (Not Including Course Sections That Changed Adopted Materials After The Deadline)	% Of Course Sections Meeting Requirement (Auto-Calculated)	# Of Course Sections That Changed Adopted Course Materials After The Required Posting Deadline	# Of Course Sections Not Meeting Requirement (Including Course Sections That Changed Adopted Materials After The Deadline)	% Of Course Sections Not Meeting Requirement (Auto-Calculated)
11,786	11,495	98%	112	291	2%

Spring 2024					
Total Course Sections at the 45-Day Posting Deadline (Not Including Exceptions)	# Of Course Sections Meeting Requirement (Not Including Course Sections That Changed Adopted Materials After The Deadline)	% Of Course Sections Meeting Requirement (Auto-Calculated)	# Of Course Sections That Changed Adopted Course Materials After The Required Posting Deadline	# Of Course Sections Not Meeting Requirement (Including Course Sections That Changed Adopted Materials After The Deadline)	% Of Course Sections Not Meeting Requirement (Auto-Calculated)
11,623	11,192	96%	213	431	4%

**\*\*Note:** Per Board Regulation 8.003 (1) (h), a course or course section added after the posting requirement is considered an exception and should be reported on the "Exceptions" tab. A request for any other exception to the compliance deadline shall be submitted in writing to the designated university official and shall provide a reasonable justification for an exception. A course or section added after the notification deadline is exempt from this notification requirement.



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

# CONSENT ITEM C



# FLORIDA STATE UNIVERSITY

## BOARD OF TRUSTEES

### *Academic Affairs Committee*

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#### **ACTION ITEM III**

**September 12, 2024**

**SUBJECT:** Approval of 2025-2026 Academic Calendar

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#### **PROPOSED COMMITTEE ACTION**

Request to approve the 2025-2026 Academic Calendar

#### **AUTHORITY FOR BOARD OF TRUSTEES ACTION**

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

#### **BACKGROUND INFORMATION**

The University Calendar Committee met and approved a 2025-2026 academic calendar that meets these requirements and aligns with the academic calendars of both Florida A&M University and Tallahassee State College.

#### **ADDITIONAL COMMITTEE CONSIDERATIONS**

Per BOG Regulation 8.001, an official copy of the annual calendar adopted by each institution shall be filed with the Board of Governors on an annual basis in a manner prescribed by the Chancellor.

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**Supporting Documentation Included:** Florida State University, Academic Calendar 2025-2026  
**Submitted by:** Office of Faculty Development and Advancement

# FLORIDA STATE UNIVERSITY

## ACADEMIC CALENDAR

### 2025-2026 Approved

#### **Fall 2025**

Event	Date	Day	Notes
<b>Beginning Date:</b>	August 25	Monday	
<b>Law Beginning Date</b>	August 25	Monday	
FAMU Beginning Date:	August 25	Monday	Coll. of Engineering alignment
<i>Labor Day</i>	September 1	Monday	
<i>Veteran Day</i>	November 11	Tuesday	
<i>Thanksgiving</i>	November 26 - 28	Wed-Friday	University closed Wednesday, Nov. 26 as part of Thanksgiving
<b>Ending Date</b>	December 12	Friday	
<b>Law Ending Date</b>	December 12	Friday	
FAMU Ending Date:	December 12	Friday	Coll. of Engineering alignment

Five (5) working days between the end of Fall and start of Winter Break: TBD

#### **Spring 2026**

Event	Date	Day	Notes
<b>Beginning Date:</b>	January 7	Wednesday	
<b>Law Beginning Date</b>	January 7	Wednesday	
FAMU Beginning Date:	January 7	Wednesday	Coll. of Engineering alignment
<i>Martin Luther King, Jr Day</i>	January 19	Monday	
<i>Spring Break</i>	March 16-20	Monday-Friday	Align with Leon County Schools
<b>Ending Date</b>	May 1	Friday	
<b>Law Ending Date</b>	May 1	Friday	
FAMU Ending Date:	May 1	Friday	Coll. of Engineering alignment

#### **Summer 2026**

Event	Date	Day	Notes
<b>Beginning Date :</b>	May 11	Monday	
<b>Law Beginning Date</b>	May 11	Monday	May adjust if Law appt dates change
FAMU Beginning Date:	May 11	Monday	Coll. of Engineering alignment
<i>Memorial Day</i>	May 25	Monday	
<i>July 4<sup>th</sup> #</i>	July 3	Friday	(observed)
<b>Ending Date</b>	July 31	Friday	
<b>Law Ending Date</b>	July 31	Friday	May adjust if Law appt dates change
FAMU Ending Date:	July 31	Friday	Coll. of Engineering alignment

#### **Summer Sessions**

Event	C/ 12 week	A/ 6 week1	B/ 6 week2	F/ 8 Week	Law 8 week
<b>Beginning Date :</b>	May 11	May 11	June 22	May 11	May 11
<i>Memorial Day</i>	May 25	May 25	---	May 25	May 25
<i>July 4<sup>th</sup> #</i>	July 3	---	July 3	---	---
<b>Ending Date</b>	July 31	June 18	July 31	July 2#	July 2#

# July 4<sup>th</sup> holiday observed



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

# CONSENT ITEM D



# FLORIDA STATE UNIVERSITY

## BOARD OF TRUSTEES

### *Academic Affairs Committee*

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#### **ACTION ITEM IV**

**September 12, 2024**

**SUBJECT:** Proposal to Implement Genetic Counseling MS Degree

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#### **PROPOSED COMMITTEE ACTION**

Request to approve the Proposal to Implement for a new degree in Genetic Counseling MS

#### **AUTHORITY FOR BOARD OF TRUSTEES ACTION**

Florida Board of Governors Regulation 8.011

#### **BACKGROUND INFORMATION**

The proposed Genetic Counseling MS program will be the first degree in Florida within the CIP Code 51.1509: Genetic Counseling/Counselor. Currently University of South Florida offers a Master's in Public Health (CIP Code 51.2201: Public Health, General) with a concentration in Genetic Counseling. There is a statewide shortage of medical personnel with training in genetic counseling, with an estimated 23.8% percentage of job change Florida over the next 10 years. The need for experts in this field is steadily increasing due to the expanded knowledge on the genetic bases of diseases, as well as the increase in personalized medicine for disease treatments, such as cancer therapies.

The proposed curriculum for the MS in Genetic Counseling will include coursework in: 1) professional standards, legal and ethical principles of genetic counseling, 2) basic and advanced concepts of human genetics, 3) medical terminology, 4) genetic testing and diagnostics, 5) counseling techniques and practical skills for working with patients, and 6) clinical shadowing experiences and case studies. Additional coursework in four specialty areas will be offered: 1) Pre-natal and Reproductive Genetic Counseling, 2) Pediatric Genetic Counseling, 3) Adult Genetic Counseling, and 4) Cancer Genetic Counseling. The program will train personnel in a variety of clinical health care and laboratory settings.



Following approval of the degree program by the FSU Board of Trustees and a technical review by the Florida Board of Governors, the College of Medicine will apply for accreditation from the Accreditation Counsel for Genetic Counseling. This process may take up to two years and, thus, the first cohort of students would enroll in Fall 2026.

The program supports FSU strategic opportunities through the FSU Health initiative that will transform the future of health care in North Florida and beyond. Additionally, FSU has recently established an Institute for Pediatric Rare Diseases (IPRD). The IPRD will include a pediatric medical clinic and a CLIA-certified laboratory. These efforts will support patients with rare diseases and their families, as well as perform population-level genetic screening for citizens in Florida.

#### **ADDITIONAL COMMITTEE CONSIDERATIONS**

None

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**Supporting Documentation Included:** Florida BOG Request to Offer a New Degree Program – Genetic Counseling MS

**Submitted by:** Office of Faculty Development and Advancement



## **Request to Offer a New Degree Program**

In accordance with Board of Governors Regulation 8.011,  
Academic Degree Program Coordination and Approval

**Florida State University**  
**Institution Submitting Proposal**

**College of Medicine**  
**Name of College(s) or School(s)**

**Genetic Counseling**  
**Academic Specialty or Field**

**51.1509**  
**Proposed CIP Code (2020 CIP)**

**Fall 2026**  
**Proposed Implementation Term**

**N/A**  
**Name of Department(s)/Division(s)**

**Genetic Counseling MS**  
**Complete Name of Degree**

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

**Date Approved by the University**  
**Board of Trustees**

**Board of Trustees Chair's**  
**Signature**

**Date**

**President's Signature**

**Date**

**Provost's Signature**

**Date**

## I. Overview

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A. Briefly describe the proposed program in the following table.

<b>Purpose</b>	The purpose of the Genetic Counseling MS program is to train medical personnel to work in a variety of clinical health care and laboratory settings. The need for experts with training in Genetic Counseling is steadily increasing due to the increased knowledge on the genetic bases of diseases. There is also an increase in personalized medicine for disease treatments, especially for cancer therapies. In addition, there are several large-scale research efforts that are sequencing millions of human genomes, with these efforts expanding to include millions of people. Helping determine the genetic basis of rare pediatric diseases is also a critical goal, so patients have the best medical care outcomes. Genetic counselors help patients understand the genetic cause of their disease and their treatment options.
<b>Degree Level(s): B, M, D, M+D, P</b>	M
<b>Majors, Concentrations, Tracks, or Specializations</b>	Genetic Counseling
<b>Total Number of Credit Hours</b>	57 credit hours
<b>Program Type</b>	<input checked="" type="checkbox"/> <b>E&amp;G Program</b> <input type="checkbox"/> <b>Market Tuition Rate Program*</b> <input type="checkbox"/> <b>Self-Supporting Program*</b>  <small>*Refer to <a href="#">Board Regulation 8.002</a>, Self Supporting and Market Tuition Rate Program and Course Offerings, for additional details.</small>
<b>Possible Career Outcomes</b>	Genetic Counselor, Postsecondary Teacher/Medicine

B. Does the proposed program qualify as a Program of Strategic Emphasis, as described in the Florida Board of Governors 2025 System Strategic Plan?

[Programs of Strategic Emphasis List](#)

- ☐ Yes, it does qualify as a Program of Strategic Emphasis.  
☒ No, it does not qualify as a Program of Strategic Emphasis.

C. Programs of Strategic Emphasis Waiver (*for baccalaureate programs only*)

Does the program fall under one of the CIP codes listed below?

CIP CODE	CIP TITLE
<b>11.0101</b>	Computer and Information Sciences
<b>11.0103</b>	Information Technology
<b>13.1001</b>	Special Education
<b>13.1202</b>	Elementary Teacher Education
<b>14.0801</b>	Civil Engineering
<b>14.0901</b>	Computer Engineering
<b>14.1001</b>	Electrical and Electronics Engineering
<b>27.0101</b>	Mathematics
<b>40.0801</b>	Physics
<b>52.0301</b>	Accounting
<b>52.0801</b>	Finance
<b>52.1201</b>	Management Information Systems

☐ Yes. If yes, students in the program will be eligible for the Programs of Strategic Emphasis waiver. Refer to [Board Regulation 7.008](#) and the [Programs of Strategic Emphasis Waiver Guidance](#).

☒ No

D. Is the infrastructure in place to meet the new degree program requirements, such as hiring faculty and staff, curriculum development, facilities, and funding, prior to enrollment of students to the program?

☒ Yes

☐ No. If not, is there a plan to establish the infrastructure to support the program?  
Please describe.

## II. Institutional and State-Level Accountability

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A. Describe how the proposed program directly or indirectly supports the following.

1. The [State University System's Strategic Plan](#) goals.
2. The institution's strategic plan and goals the program will directly advance.
3. The university's mission.
4. The benefit to the university, the local community, and the state.

**1. The proposed program aligns with the State University System's strategic goals of Excellence, Productivity, and Strategic Priorities for a Knowledge Economy as follows:**

### Excellence

- a) The program ensures rigorous academic standards, providing students with a strong foundation in genetics, counseling techniques, and ethical considerations. This prepares graduates to excel in their field.
- b) Seeking and maintaining accreditation from the Accreditation Council for Genetic Counseling (ACGC) ensures that the program meets national standards of excellence.
- c) The program will attract and retain distinguished faculty who are leaders in the field, enhancing the excellence of the educational experience through cutting-edge research and clinical practice.

### Productivity

- a) The program leverages existing resources within FSU, such as the genetic sequencing lab and partnerships with healthcare institutions in North Florida and beyond that are already part of the College of Medicine's medical and physician assistant training enterprise, to provide a comprehensive educational experience without significant additional costs.
- b) The program will focus on student support and career readiness to achieve high graduation rates and strong employment outcomes, thereby contributing to the productivity of the university and the state.
- c) The program will support research projects and collaborations within the program to foster innovation in genetic counseling, contributing to the body of knowledge and practical advancements in the field.

### Strategic Priorities for a Knowledge Economy

- a) The program addresses the growing demand for genetic counselors, a crucial profession in the modern healthcare landscape, thereby supporting the development of a skilled workforce in Florida and across the Nation.
- b) Integrating knowledge from fields such as medicine, psychology, and public health,

the program prepares graduates to work in diverse settings, enhancing the state's capacity for interdisciplinary innovation, especially in rural and underserved Florida communities.

- c) Graduates of the program contribute to the state's economy by working in various healthcare sectors, including hospitals, research institutions, private practice, and industry thereby enhancing the overall health and well-being of the population.
- d) The program supports public health initiatives and the advancement of precision medicine, aligning with state and national priorities to improve healthcare outcomes through personalized approaches.

## **2. The proposed program will advance Florida State University's strategic plan goals across the five domains as follows:**

### Expanding Research and Academic Excellence

- a) The program offers a robust curriculum that includes advanced courses in basic and clinical genetics, genomics, counseling techniques, and ethical considerations, positioning FSU as a leader in genetic counseling education.
- b) The program fosters faculty and student research in genetic counseling and related fields, promoting innovations that contribute to academic excellence. Collaborative research projects can lead to new discoveries and advancements in personalized medicine and public health.
- c) By promoting partnerships with other departments such as family medicine, psychology, nursing and public health, the program enhances interdisciplinary research opportunities, driving academic excellence across the university.

### Ensuring Student Success on Campus and Beyond

- a) The program provides extensive clinical training and professional development opportunities, ensuring that graduates are well-prepared for successful careers in genetic counseling.
- b) Strong mentorship and academic advising support student retention and success, helping students navigate their educational journey and achieve their career goals.
- c) The program will seek strong ties with healthcare organizations and industry partners to facilitate internships and job placements, ensuring that graduates are competitive in the job market and well-equipped for professional success.

### Nurturing and Inspiring Entrepreneurial Spirit

- a) The program encourages students to engage in innovative projects and research, fostering an entrepreneurial mindset. This can lead to the development of new genetic counseling tools, diagnostic technologies, and counseling practices.
- b) By partnering with FSU's technology commercialization and licensing office and other

entrepreneurial initiatives and incubators, students and faculty can explore opportunities to commercialize their research findings and innovations, contributing to the growth of new ventures and startups.

- c) The program will partner with FSU commercialization office to offer workshops and seminars on entrepreneurship, innovation, and business development to help students develop the skills needed to pursue entrepreneurial endeavors in the genetic counseling field.

#### Committing to Inclusive Excellence and Civil Discourse

- a) The program integrates diversity and cultural competence into its curriculum, preparing students to work effectively with individuals from all backgrounds and addressing health disparities.
- b) The program will actively recruit students from underrepresented groups and provide support services to ensure a diverse and inclusive learning environment, aligning with FSU's commitment to inclusive excellence.
- c) The program will encourage open and respectful dialogue on ethical, social, and cultural issues related to genetic counseling to promote civil discourse and prepare students to navigate complex societal challenges.

#### Enhancing FSU Brand to Reflect Institutional Excellence

- a) Achieving and maintaining accreditation from the Accreditation Council for Genetic Counseling (ACGC) enhances the program's credibility and FSU's reputation as a premier institution for genetic counseling education.
- b) Highlighting the accomplishments of faculty and students in research, publications, and professional practice elevates FSU's profile in the national and international academic community.
- c) Through partnerships with regional healthcare organizations and public health initiatives, the program will enhance FSU's visibility and reputation as an institution committed to serving the community and addressing public health needs.

**3. The proposed program will comprehensively support Florida State University's mission by fostering excellence across teaching, research, creative endeavors, and service, while also nurturing essential qualities for lifelong learning and community engagement.**

#### Achieving Excellence in Teaching

- a) The program's cutting-edge curriculum that integrates the latest advancements in basic and clinical genetics, genomics, counseling techniques, and ethical considerations ensures that students receive a high-quality education. The curriculum incorporates active learning strategies, such as case studies, simulations, and interactive technologies, prepares students for real-world challenges and promotes critical thinking and problem-solving skills

- b) Led by renowned faculty with extensive expertise in genetics and genetic counseling, the program provides students with access to mentors who are leaders in their fields, enhancing the educational experience through expert instruction and guidance.

#### Advancing Research and Creative Endeavors

- a) The program encourages interdisciplinary research, combining genetics with other fields such as medicine, psychology, nursing public health, and bioinformatics, leading to innovative solutions and advancements in healthcare.
- b) The program Provides students with opportunities to engage in research projects and creative endeavors to support their development as independent scholars and contributors to the field of genetic counseling. The program also fosters collaborations among students, faculty, and external partners to enhance research output and drive creative solutions to complex genetic counseling issues.

#### Commitment to Service

- a) Establishing partnerships with regional hospitals, outpatient clinics, and public health organizations allows students to engage in community service at the same time providing valuable genetic counseling services and promoting public health.
- b) The program equips students to participate in public health initiatives, addressing health disparities and improving access to personalized healthcare for diverse populations, especially underserved Florida communities through the College of Medicines community health network
- c) The program advocates students to become advocates for genetic literacy and public health aligning with FSU's mission of serving the community through education and outreach.

#### Instilling Strength, Skill, and Character

- a) The program emphasizes professional development, ensuring that graduates possess the strength, skill, and character necessary for lifelong learning and sustained achievement in their careers.
- b) By integrating ethical considerations and cultural competence into the curriculum the program prepares students to navigate complex ethical dilemmas and work responsibly in diverse environments.
- c) Encouraging a commitment to lifelong learning, the program fosters a culture of continuous improvement and adaptation to new developments in the field.

#### Fostering a Culture of Free Inquiry and Embracing Diversity

- a) The program's curriculum includes diversity and cultural competence, preparing students to work effectively with individuals from various backgrounds and promoting an inclusive learning environment.
- b) By promoting free inquiry and open dialogue on ethical, social, and cultural issues related to genetic counseling the program encourages students to engage in thoughtful discussions and respect diverse perspectives.



- c) The program will actively recruit and support students from underrepresented groups to foster a diverse and inclusive community, enriching the learning experience for all students.

**4. The proposed program will bring numerous benefits to Florida State University, the local community, and the state of Florida.**

a) Benefits Florida State University

The program's rigorous curriculum and focus on cutting-edge research will strengthen FSU's reputation as a leader in health sciences and genetic counseling education. Offering a specialized and in-demand program will attract high-quality students, improving enrollment rates and student retention. The program will attract and retain distinguished faculty, contributing to a vibrant academic community and enhancing the overall quality of education and research at FSU. The program will promote collaboration between different colleges, centers, institutes and departments, enriching the academic environment and fostering innovative research and teaching practices.

b) Benefits to the Local Community

Graduates of the program will provide essential genetic counseling services, improving healthcare outcomes and access to personalized medicine for the local communities in and around Leon County, Florida. The program's focus on public health and genetic literacy will support local health initiatives, increasing awareness and understanding of genetic conditions and preventive healthcare. Students and faculty will engage in community service projects and partnerships with local healthcare providers, strengthening community ties and addressing local health needs. The program will contribute to public education on genetic health issues, promoting informed decision-making and healthier lifestyles within the community.

c) Benefits to the State of Florida

The program will address the growing demand for genetic counselors in Florida, contributing to the development of a highly skilled healthcare workforce. By attracting students, faculty, and research funding, the program will have a positive economic impact on the Florida panhandle, northwest Florida, and the entire State of Florida, supporting job creation and economic growth. Our graduates will bring innovative genetic counseling practices to healthcare settings across the state, improving the overall quality of healthcare services. The program's focus on public health and genetic literacy will support statewide health initiatives, helping to reduce health disparities and improve population health. The program's graduates and faculty will contribute to developing and refining health policies and advocacy efforts, promoting the integration of genetic counseling into broader State of Florida healthcare strategies and policies.



- B. Provide the date the pre-proposal was presented to the Council of Academic Vice Presidents Academic Program Coordination (CAVP ACG). Specify any concerns raised and provide a narrative explaining how each has been addressed in this proposal or will be addressed before the proposed program is implemented.

The university will present the Genetic Counseling MS pre-proposal to the CAVP ACG on September 11, 2014, ahead of presentation to the FSU Board of Trustees.

### III. Student and Workforce Demand

If the proposed program is a baccalaureate or master's degree on the Programs of Strategic Emphasis list, skip III-A.

- A. Describe the Florida and national workforce demand for the proposed program. The response should, at a minimum, include the current state workforce data from Florida's Department of Commerce and national workforce data from the U.S. Department of Labor's Bureau of Labor Statistics. Additional documentation for workforce needs may include letters of program support by employers and job postings for program graduates, as well as a description of any specific needs for research and service that the program would fulfill.

Complete the table below using data from the Search by CIP or SOC Employment Projections Data Tool in the Academic Review Tracking System.

#### Labor Market Demand, CIP Code 51.1509

Occupations	Percent Change in Job Openings		Annual Average Job Openings		Total # of New Jobs		Education Level Needed for Entry
	FL 2022-2030	U.S. 2022-2032	FL 2022-2030	U.S. 2022-2032	FL 2022-2030	U.S. 2022-2032	
Genetic Counselor	23.8%	16.1%	9	300	29	900	Master's

Sources:

Date Retrieved: 07/31/2023

U.S. Bureau of Labor Statistics - <https://data.bls.gov/projections/occupationProj>

Florida Department of Economic Opportunity - <http://www.floridajobs.org/labor-market-information/data-center/statistical-programs/employment-projections>

- B. If the occupations do not currently appear in the most recent version of the Search by CIP or SOC Employment Projections Data Tool provided by Board staff, provide occupational linkages or jobs graduates will be qualified to perform based on the training provided to students in the proposed program in the table below. Contact the institutional representative working with you on the degree proposal for more information about possible occupations.

#### Occupational Linkages for the Proposed Program

SOC Code (XX-XXXX)	Occupation Title	Source / Reason for Inclusion
25-1199	Postsecondary Teacher, Medicine	The terminal degree in the field is the Genetic Counseling MS

- C. Describe the student demand for the proposed program. The response should, at a minimum, include the following.

1. Projected headcount for Year 1 through Year 5.
2. Data that supports student interest or demand for the proposed program. Include questions asked, results, and other communications with prospective students.

##### Projected Headcount

The projected head count for Year 1 is 5 students. In Year 5 we anticipate the program will have a total of 15 students.

##### Student Demand

The need for experts with training in Genetic Counseling is steadily increasing due to the increased knowledge on the genetic bases of diseases. There is also an increase in personalized medicine for disease treatments, especially for cancer. In addition, there are several large-scale research efforts that are sequencing millions of human genomes, such as the NIH "All of Us" effort. Understanding the genetic basis of rare pediatric diseases is also a critical goal, so the people of Florida have the best medical care outcomes. Genetic counselors help patients understand their treatment options.

There is a shortage of medical personnel with this training background in Florida, despite a large state-wide population that is increasing. There is an estimated 23.8% percentage in job change for the state of Florida. The U.S. Bureau of Labor Statistics predicts that employment for Genetic Counselors will grow 16.1% from 2022-2032, which they indicate is much faster than the average for all occupations. Therefore, the program will impact local, state, and national needs.



A student-interest survey was distributed to undergraduates at FSU who utilize university pre-health advising services and represent multiple STEM and non-STEM majors. 82.4% of students responded they would be interested in applying to a 2-year master's program in genetic counseling at FSU. 75% of students responded they would be interested in applying to a combined Interdisciplinary Medical Sciences/Genetics Counseling BS/MS Pathway program.

## **IV. Duplication of Existing Programs**

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- A. If the program duplicates another degree program at a private or public state university in Florida with a substantially similar curriculum, provide evidence that the university has investigated the potential impact on the existing program, has discussed opportunities for collaboration with the affected university, and can justify the need for duplication. Additionally, summarize the outcome(s) of communication with appropriate personnel (e.g., department chairs, program coordinators, deans) at the affected institutions regarding the potential impact on enrollment and any opportunities for collaboration in the areas of instruction and research.

Currently there are no degree programs in the state of Florida under the CIP Code 51.1509.

The University of South Florida (USF) currently offers a Master of Sciences in Public Health with a concentration in Genetic Counseling (MSPH-GC) under CIP Code 51.2201 (Public Health, General). The 21-month program began in 2016 and is accredited by the Accreditation Council for Genetic Counseling (ACGC). The USF program receives approximately 100 applications, interviews 30 and accepts 5 students for each cohort.

Members of the FSU team developing the master's program have been in communication with the director of the program at USF, and we foresee a strong collaboration. We have discussed opportunities for collaboration in areas such as placement for students in clinical practicums, curriculum development, faculty recruitment, and student professional opportunities after graduation.

In a separate discussion, the FSU College of Medicine Dean and the FSU Director of the Institute for Pediatric Rare Disease explored additional collaborations with the Dean of the USF College of Medicine, the USF Chair of Pediatrics, and a USF pediatrician with a specialization in Medical Genetics. The outcomes of these discussions were also supportive.

- B. If the proposed program curriculum substantially duplicates an existing program at Florida Agricultural and Mechanical University, provide evidence that the proposed program would not affect enrollment in Florida Agricultural and Mechanical University's program.

The program does not duplicate an existing program at Florida Agricultural and Mechanical University.

## V. Curriculum

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- A. If the program is a bachelor's degree, please identify if the university is seeking any of the following statuses for the program.

This is not applicable, as this is a graduate degree program proposal.

Status	Yes	No	If yes, complete the following
Common Prerequisites			Appendix C
Exception to 120 Credits			Appendix D
Specialized Admissions			Appendix E

- B. Describe the admissions criteria and graduation requirements for the program.

### Admissions Criteria

A bachelor's degree from a regionally or nationally accredited U.S. institution, or a comparable degree from an international institution, with a minimum 3.0 (on a 4.0 scale) grade point average (GPA) in all work attempted while registered as an upper-division undergraduate student working toward a baccalaureate degree, or

A candidate that has a completed graduate degree with at least 30 credit hours may submit a written request to the admissions coordinator to replace the undergraduate cumulative GPA with the higher graduate GPA if the cumulative graduate GPA is higher.

Applicants with exposure to the genetic counseling field, crisis counseling or other counseling experiences, health care experiences and/or advanced research laboratory experiences are desired. Teaching experience is encouraged.

### Pre-requisite Courses

- Biology I and II or equivalent with laboratory (3-4 credit hours each)
- Genetics (3-4 credit hours)
- Psychology or Psychology-related course (3 credit hours)
- Other upper-level biology courses could be considered in place of one of the above.
- AP credit can be considered.

### Preferred Courses

- Biochemistry (3 hours)
- Molecular Genetics (3 hours)

- Statistics (3 credit hours)

Register with the National Matching Service (NMS) match system

#### Application Materials

- Three letters of recommendation – the letters should be from colleagues that can address the candidate's ability to be successful as a genetic counselor. They can be from academic, employment and/or internship experiences.
- A written personal statement – No more than 500 Words
  - Applicants are encouraged to use the personal statement to provide information about experiences in genetic counseling, other health-related experiences, research or teaching experiences.
- Official transcripts
- Scores for the TOEFL Exam (International applicants only)

#### Graduation Requirements

Successful completion of all required didactic course work, clinical rotations, and the research component of the program, with at least a 3.0 GPA. If a student earns less than a B in a mandatory course, they will need to remediate some of the content or the entire course.

- C. If the proposed program is an AS-to-BS capstone, provide evidence that it adheres to the guidelines for such programs, as outlined in [State Board of Education Rule 6A-10.024](#). List any prerequisites and identify the specific AS degrees that may transfer into the proposed program.

☒ Not applicable to this program because it is not an AS-to-BS Capstone.

- D. Describe the curricular framework for the proposed program in the table below.

Course Prefix & Number	Course Title	Required or Elective	Credit Hours	Course Description
GCS 5XXX	Principles of Genetic Counseling I	Required	3	Clinical features and natural history of a broad range of genetic diseases; the diagnostic process; case management; testing, including cytogenetic, molecular, and biochemical tests, new/emerging technologies; family history and individualized approaches; testing and follow-



				up consultation.
GCS 5XXX	Principles of Human Genetics I	Required	3	Principles of Human Genetics/Genomics; Mendelian and non-Mendelian inheritance; population and quantitative genetics; human variation and disease susceptibility; family history and pedigree analysis; normal/abnormal human development.
STA 5172	Fundamentals of Biostatistics	Required	3	This course introduces students to basic research and statistical methods used in studying the prevention of disease in human populations. Topics include but are not limited to data collection, sample variation, probability, confidence intervals, hypothesis testing, analysis of variance, contingency tables, correlation, regression, and nonparametric methods.
GCS 5XXX	Introduction to the practice of Genetic Counseling/Clinical Skills	Required	3	Social, ethical, and legal issues in genetics; NSGC/CAGC Code of Ethics; patient/subject privacy issues; genetic discrimination and related legislation; opportunities for professional growth.
MDE 6041	Elementary Medical Spanish I	Elective	1	Basic biomedical vocabulary including terms related to pharmacology, the autonomic nervous system, endocrine system, and reproductive system and the diseases and problems common to them. Cultural and vocabulary skills for greeting and conversing with patients about their health and life situations. Students will also be exposed to pertinent information about Hispanic cultures.
GCS 5XXX	Principles of Genetic Counseling II	Required	3	Approaches to choosing appropriate clinical and research laboratories and the role of analytic validity, clinical

				validity, and clinical utility in the evaluation process; the role of genetic counselors, including their involvement in the performance and interpretation of genetic/genomic tests, test development and implementation, customer liaison and support, and sales and marketing; Risk assessment; use of genetics literature, bioinformatics, and computerized tools. Prerequisite is GCS 5XXX Principles of Genetic Counseling I.
GCS 5XXX	Principles of Human Genetics II	Required	3	Principles of Human reproduction; personalized genomic medicine; cytogenetics; Biochemical genetics; Molecular genetics; Embryology/developmental genetics; Teratology; and Variant classification and interpretation. Prerequisite is GCS 5XXX Principles of Human Genetics I
GCS 5XXX	Psychosocial Content	Required	3	Theories of counseling and interviewing techniques; informed decision making; facilitating adaptation; psychosocial development and assessment; Family dynamics; Crisis intervention.
GCS 5XXXR	Genetic Counseling Journal Club	Required	3	Review, presentation and discussion of relevant literature in medical genetics and genetic counseling.
GCS 5XXXR	Interprofessional and Teaching Skills	Required	3	Review and discuss professional development; employment preparation; transitioning into the workforce; self-care topics; and provide student teaching experiences.
MDE 6045	Elementary Medical Spanish II	Elective	1	Elementary Medical Spanish II builds on language knowledge and skills developed in the

				Elementary Medical Spanish I by extending vocabulary and increasing proficiency in Spanish skills for interviewing and documentation.
GCS 5XXX	Introduction to the Practice of Genetic Counseling/Clinical Skills	Required	3	Certification examination preparation; credentialing and licensure; opportunities for professional growth.
GCS 5XXX	Health Care Delivery Systems and Principles of Public Health	Required	3	Health and social policy; community, regional, and national resources; financial/reimbursement issues; population-based screening; genetics/genomics as a component of public health services.
GCS 5XXX	Non-thesis research	Required	3	Graduate level supervised research project.
GCS 5XXX	Genomics Laboratory Clinical Rotation	Required	1	Work in a CLIA-certified genetics and genomics laboratory, with certified genetic counselors.
GSC 6XXXR	Clinical Rotations	Required	18	Students gain clinical skills in assigned clinical settings
<b>TOTAL UNITS</b>			<b>57</b>	

E. Does an industry or employer advisory council exist to provide input regarding curriculum development, student assessment, and academic workforce alignment?

☐ Yes

☒ No. Describe any plans to develop one or other plans to ensure academic workforce alignment.

The FSU team developing the master's degree includes Drs. Pradeep Bhide, Michelle Arbeitman, Cynthia Vied, Anthony Speights, Richard Nowakowski, and Cathy Levenson. The team is working with a consultant, Lynn Holt, MS, who is the Program Director of the Master's in Genetic Counseling at the University of Alabama at Birmingham.

The Accreditation Council for Genetic Counseling (ACGC) requires that all programs have an Advisory Board comprised of Health Care Professionals familiar with the

genetic counseling profession, clients of genetic counselors, alumni, and individuals that know the requirements for accreditation. The Advisory Board will be formed in consultation with the master's degree Program Director (new hire), and well in advance of submission of the application to ACGC for accreditation. The Advisory Board is required to meet at least once a year to evaluate the program and assist in modification plans. We will follow the guidelines from the ACGC to include members of the Advisory Board that meet the requirements.

- F. Explain how employer-driven or industry-driven competencies were identified and incorporated into the curriculum. Has a strategy been established for assessing student learning and reviewing academic workforce alignment to modify the curriculum as needed?

The Accreditation Council for Genetic Counseling (ACGC) for US programs provides competencies and subject material that are required instruction for Master's programs. The curriculum will be modified in conjunction with any changes mandated by the ACGC.

The ACGC student learning competencies include: 1) Genetics and Genomics Expertise, 2) Risk Assessment, 3) Counseling, 4) Communication, 5) Research, 6) Healthcare Systems, and 7) Professional Identity.

The program's curriculum is designed to continuously assess student learning through formative and summative assessments, including exams, portfolios, and simulations. In addition, Clinical Training will involve the use of preceptor evaluation forms to assess that the student is demonstrating and applying critical clinical skills. The ACGC has recently released a practice board examination that students will take in their last semester of the Master's program. The program faculty will use ACGC standards to regularly advise and communicate with students about academic progress in the program, individual educational needs, and goals.

The effectiveness of the Genetic Counseling MS program will be evaluated by metrics established by the ACGC that includes student performance on the ABGC certification exam, alumni feedback, personnel evaluations, program leadership evaluations, instructional faculty evaluations, course evaluations, and fieldwork experience evaluations. The data associated with these outcomes will be reviewed on an annual basis by program faculty and be shared with the program's advisory board for the purposes of continuous improvement planning.

- G. Does the proposed curriculum align with Section 1001.706 (5)(a), Florida Statutes?
- ☒ Yes
- ☐ No

- H. For degree programs in medicine, nursing, and/or allied health sciences, identify the courses with the competencies necessary to meet the requirements in [Section 1004.08, Florida Statutes](#).

For teacher preparation programs, identify the courses with the competencies required in [Section 1004.04, Florida Statutes](#).

☐ Not applicable to this program because the program is not a medicine, nursing,

**The courses that meet the competencies addressed in 1004.08 include:**

**GCS 5XXX Principles of Genetic Counseling I (3 credit hours)**

Portion of 1004.08 addressed: effective teamwork and communication (case management); epidemiology of medical errors (family history, genetic testing-this is relation to most “errors” are going to be an inaccurate interpretation of a family history or incorrect/inaccurate interpretation of a genetic test)

**GCS 5XXX Principles of Genetic Counseling II (3 credit hours)**

Portion of 1004.08 addressed: automation, technology and computer support

**GCS 5XXX Psychosocial Content (3 credit hours)**

Portion of 1004.08 addressed: effective teamwork and communication and patient safety if you consider crisis counseling as a form of psychological patient safety.

**GCS 5XXX Health Care Delivery Systems and Principles of Public Health (3 credit hours)**

Portion of 1004.08 addressed: epidemiology of medical errors; reporting systems

**Clinical Rotations**

All the clinical rotations will be an opportunity for effective communication and teamwork, vigilance and attention

- I. Select the anticipated mode of delivery for the proposed program.

☒ Face-to-Face

☐ Hybrid

☐ Distance Learning

If the method(s) of delivery will require specialized services or additional financial support, describe the projected costs below.

The proposed methods of delivery will not require specialized services or additional financial support.

- J. Describe any potential impact on related academic programs or departments, such as an increased need for general education or common prerequisite courses or an increased need for required or elective courses outside of the proposed academic program. If the proposed program is a collaborative effort with another academic department(s), college(s), or school(s) within the institution, provide a letter(s) of support or MOU(s) from each department, college, or school in Appendix B.

Because this is a graduate program there is no increased need for general education or common prerequisite courses. There is not an increased need for required or elective courses outside of the proposed academic program. All classes will be taught within the College of Medicine, with College of Medicine faculty.

- K. Describe any currently available sites for internship and/or practicum experiences and any plans to seek additional sites in the next five years.

☐ Not applicable to this program because students are not expected to seek internship or practicum opportunities as a required curriculum component.

The Genetic Counseling MS program will establish partnerships with regional hospitals, genetics/genomics laboratories, outpatient clinics, and public health organizations, across the state of Florida, to provide practicum experiences and clinical rotations. Students will not begin the program until the two-year Accreditation Council for Genetic Counseling (ACGC) accreditation process is completed. We anticipate that the first class of students will begin coursework in Fall 2026. This two-year period provides the Program Director, Program Co-Director, and College administration sufficient time to create new practicum experience and clinical rotation placements agreements. The College of Medicine has established agreements with several regional sites in Florida to train medical and physician assistant students. We plan to expand these agreements to include placements for Genetic Counseling MS students at regional sites with certified genetic counselors. Additionally, we will negotiate new agreements with training sites that have genetic counseling staff to ensure successful placement and training for our students.

- L. Identify any established or planned educational sites where the program will be offered or administered. Provide a rationale if the proposed program will only be offered or administered at a site(s) other than the main campus.

Courses for the Genetic Counseling MS program will be taught on the Main, Tallahassee Florida State University Campus.

- M. If the institution has conducted recent program reviews, received feedback from accreditation bodies, or received input from other entities that affect the proposed program, describe the institution's progress in implementing the recommendations.

If the proposed program is a doctoral-level program, include the external consultant's



report and the institution's responses to the report as Appendix G.

FSU has recently established an Institute for Pediatric Rare Diseases (IPRD) ([webpage](#) for IPRD). The need for a Genetic Counseling MS program arose during our search for programs in the state of Florida. There are currently no degree programs in Florida with CIP Code 51.1509. The IPRD will include a pediatric medical clinic, and a CLIA-certified laboratory. These efforts will support patients with rare diseases and their families and will also perform population-level genetic screening for citizens of Florida. All of these endeavors require colleagues with training in Genetic Counseling at the master's level.

## VI. Faculty

- A. Identify existing and anticipated full-time faculty who will participate in the proposed program through Year 5, excluding visiting or adjunct faculty in the table below. Additionally, provide the curriculum vitae (CV) for each identified faculty member in Appendix A.

Faculty Code*	Faculty Name or "New Hire" Highest Degree Held Academic Discipline	Rank	Contract Status	Initial Date for Participation in Program	FTE Year 1	FTE Year 5
B	New Hire, Director Master's in Genetic Counseling College of Medicine	Clinical Professor; Professor of Practice	Non-tenure	August 2025	100%	100%
B	New Hire, Co-Director Master's in Genetic Counseling College of Medicine	Clinical Professor; Professor of Practice	Non-tenure	August 2025	100%	100%
A	Michelle Arbeitman PhD in Developmental Biology College of Medicine	Professor	Tenured	August 2024	1%	5%
A	Cynthia Vied, PhD PhD in Biochemistry College of Medicine	Senior Research Associate	Non-tenure	August 2024	1%	5%
A	Jeff Harman, PhD PhD in Health Services Research, Policy, and Administration. College of Medicine	Professor	Tenured	August 2026	12.5%	12.5%
A	Yolany Martinez, PhD PhD in Hispanic Literature, Language, and Culture. Latin American Literature of the 20th and 21st centuries, Contemporary Central American Literature. College of Medicine	Assistant Professor	Tenure-track	August 2026	5%	5%



B	New Hire, Genetic Counselor Master's in Genetic Counseling College of Medicine	Clinical Professor; Professor of Practice	Non- tenure	August 2025	50%	50%
B	New Hire, Genetic Counselor Master's in Genetic Counseling College of Medicine	Clinical Professor; Professor of Practice	Non- tenure	August 2025	50%	50%
A	Pradeep Bhide, PhD PhD in Neuroscience College of Medicine	Professor; Director of IPRD	Tenured	August 2024	1%	
A	Anthony Speights, MD MD with specialty in OBGYN/HIV College of Medicine	Senior Associate Dean	Non- tenure	August 2024	1%	
A	Cathy Levenson, PhD PhD in Human Biology College of Medicine	Professor; Associate Chair for Graduate Research	Tenured	August 2024	1%	
A	Richard Nowakowski, PhD PhD in Cell and Developmental Biology College of Medicine	Chair	Tenured	August 2024	1%	
*Faculty Code	Code Description		Source of Funding			
A	Existing faculty on a regular line		Current Education & General Revenue			
B	New faculty to be hired on a vacant line		Current Education & General Revenue			
C	New faculty to be hired on a new line		New Education & General Revenue			
D	Existing faculty hired on contracts/grants		Contracts/Grants			
E	New faculty to be hired on contracts/grants		Contracts/Grants			
F	Existing faculty on endowed lines		Philanthropy & Endowments			
G	New faculty on endowed lines		Philanthropy & Endowments			
H	Existing or new faculty teaching overload in addition to assigned course load		Enterprise Auxiliary Funds			

- B. Provide specific evidence demonstrating that the academic unit(s) associated with the proposed program has been productive in teaching, research, and service. Such evidence may include trends over time for average course load, FTE productivity, student headcount in major or service courses, degrees granted, external funding attracted, and other indicators of excellence (e.g., thesis, dissertation, or research supervision).

The Florida State University College of Medicine, established in 2000, now spans over 376,000 square feet of office, laboratory, and clinical space. It houses five academic and clinical departments and 10 institutes or centers, with the Institute for Pediatric Rare Diseases being the latest addition. Supported by 186 full-time faculty members, the College offers five degree programs: M.D.; Ph.D. in Biomedical Sciences; M.S. in Biomedical Sciences – Bridge to Clinical Medicine; M.S. in Physician Assistant (PA) Practice; and B.S. in Interdisciplinary Medical Sciences (IMS). Additionally, the College's 14 Graduate Medical Education programs currently train 453 residents.

To date, the College has graduated 1,953 M.D.s, with 1,078 having completed residency and/or fellowship training and are now practicing as physicians. The College has grown significantly, from its original graduating M.D. class of 27 in 2005 to over 110 graduates annually. It celebrated its largest graduating class to date with 125 new physicians in 2023. More than half of the 1,953 physician alumni live and work in Florida, principally in primary care.

The Physician Assistant (PA) program, which accepted its first class of 40 students in 2017, has since graduated 255 PAs who are now providing care in Florida and beyond. The first PA class graduated in 2019, and the program reached full enrollment of 180 in 2021. Based on the latest self-reported information, 82% practice in Florida and 23% practice in primary care.

The Ph.D. Program in Biomedical Sciences continues to build on its solid reputation, admitting its largest class of 10 doctoral students in 2024. Currently, the Ph.D. program has 51 students, comprising 31 women and 20 men; 35 are U.S. citizens or permanent residents (28 from the Southeastern U.S.; 17 from Florida), and 16 are from abroad, representing 11 countries. Graduates have been placed in prestigious positions in academia, medicine, government, and the biotechnology and pharmaceutical sectors.

The Bridge to Clinical Medicine M.S. program is designed to expand the pool of successful medical school applicants from medically underserved, rural, and inner-city communities. It is a 12-month program that provides education in medical knowledge and experiences in clinical practice. The 12 students currently enrolled in this program (8 women and 4 men) represent students from rural backgrounds (2), first-generation college students (7), and socio-economically disadvantaged backgrounds (9). After successful completion of the Bridge to Medicine master's degree, students join the MD degree program.



The Interdisciplinary Medical Sciences program, established in 2016 with the cooperation of six other FSU colleges, is designed for undergraduates interested in health-related careers. A rigorous science curriculum serves as its foundation, and students may select one of three interdisciplinary majors that fit their developing career goals. Among the 524 graduates from this program (as of Fall 2023), approximately 28% entered graduate schools and 85% entered medical schools, with nearly 45% enrolled at the Florida State College of Medicine.

Overall enrollments have increased across all degree programs, from 537 students in Fall 2013 to 1,235 in Fall 2023. The number of degrees awarded has more than doubled over the past decade, with 296 degrees conferred in the 2023-2024 academic year.

The College's research enterprise is thriving, with nearly \$127 million in research expenditures over the most recently reported five-year (FY19-23). In 2023 alone, 53 faculty members submitted applications for extramural funding, achieving a remarkable 47% success rate with 25 successful applications submitted to federal and state agencies, including the National Institutes of Health, National Science Foundation, Environmental Protection Agency, and Florida Department of Health. The scholarly output in 2023 included 577 publications, garnering 3,231 citations from peers, highlighting the College's growing impact in medicine.

According to the Association of American Medical Colleges (AAMC) mission management tool 2023, the College ranks in the 98th percentile for graduates practicing in underserved areas, 96th percentile for graduates who are Black or African American, 90th percentile for graduates who are Hispanic, Latino, or Spanish, and 88th percentile for faculty who are women.

Our 186 full-time faculty participate in teaching medical (M.D.), PA (M.S.), Bridge to Clinical Medicine (M.S.), and graduate (Ph.D.) students. Some faculty also teach in the Interdisciplinary Medical Sciences (IMS) undergraduate program. On average, teaching represents 30% of the responsibilities assigned to the faculty.

In addition, the expanding FSU Health enterprise will enhance educational, clinical, and research activities at the College. This includes a new hospital, research facilities, and medical office buildings in Panama City Beach, as well as a state-of-the-art academic health center in Tallahassee. In collaboration with Tallahassee Memorial Hospital, the St. Joe Company, the Mayo Clinic in Florida, and others, the College is becoming an integral part of an innovative healthcare ecosystem.

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## VII. Estimate of Investment

- A. Provide the tuition rate for the proposed program for resident and non-resident students.

Resident/Credit Hour	Non-Resident/Credit Hour
\$649.08	\$1,103.44

If the proposed program will operate as self-supporting, market tuition rate, or establish differentiated graduate-level tuition, per [Board of Governors Regulation 8.002](#), complete Appendix F, Self-Supporting & Market Rate Tuition.

- B. Complete the summary table below.

1. Provide projected costs and associated funding sources for Years 1 and 5 of program operation. Include all new costs that will be incurred as a direct result of the new program, such as new faculty and staff hires and graduate assistantships.
2. Provide headcount (HC) and full-time equivalent (FTE) estimates of student enrollment for Years 1 through 5.
3. Calculate an Educational and General (E&G) cost per FTE for Years 1 and 5 by dividing the total E&G by FTE. Undergraduate FTE must be calculated based on 30 credit hours per year. Graduate FTE must be calculated based on 24 credit hours per year.

Implementation Timeframe	HC	FTE	E&G Cost per FTE	E&G Funds	Contract & Grants Funds	Auxiliary/Philanthropy Funds	Total Cost
<b>Year 1</b>	5	6.9	\$77,074.64	\$531,815.00			\$531,815.00
<b>Year 2</b>	10	11.9					
<b>Year 3</b>	12	14.3					
<b>Year 4</b>	14	16.6					
<b>Year 5</b>	15	18	\$29,545.28	\$531,815.00			\$531,815.00

## VIII. Institutional Resources

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A. Describe any additional library resources needed to implement and/or sustain the program through Year 5.

☐ Not applicable to this program because no additional library resources are needed to implement or sustain the proposed program.

Students in the Master's of Genetic Counseling Program will have access to all FSU libraries. The Libraries' collections include over 5.4 million volumes, with a website offering access to more than 446 databases, over 319,000 electronic journals, and over 2.8 million e-books (from website for the FSU libraries). We anticipate our Master's students will mostly use the following libraries:

- Robert Manning Strozier Library <https://www.lib.fsu.edu/visit-and-study/strozier-library>
- Dirac Science Library <https://www.lib.fsu.edu/visit-and-study/dirac-science-library>
- Claude Pepper Library (technically this is part of Strozier but it is listed separately on the libraries website) <https://www.lib.fsu.edu/special-collections/visit#Claude-Pepper-Library>
- Maguire Medical Library (CoM) <https://med.fsu.edu/library>

B. Describe any specialized equipment and space currently available to implement and/or sustain the proposed program through Year 5.

No specialized equipment or space is needed.

C. Describe any additional specialized equipment or space needed to implement and/or sustain the program through Year 5. Include any projected Instruction and Research (I&R) costs of additional space. Costs for new construction should be provided in response to Section VIII.D. below.

☒ Not applicable to this program because no new I&R costs are needed to implement or sustain the program through Year 5.

D. If a new capital expenditure for instructional or research space is required, indicate where this item appears on the university's fixed capital outlay priority list. If non-I&R costs, such as indirect costs affecting libraries and student services, are expected to increase due to the program, describe and estimate those expenses below. High enrollment programs, in particular, are expected to necessitate increased costs in non-I&R activities.

☒ Not applicable to this program because no new capital expenditures are needed to implement or sustain the program through Year 5.

E. Describe any additional special categories of resources needed to operate the proposed program through Year 5, such as access to proprietary research facilities, specialized services, or extended travel.

☒ Not applicable to this program because no additional special categories of resources are needed to implement or sustain the program through Year 5.

F. Describe fellowships, scholarships, and graduate assistantships to be allocated to the proposed program through Year 5.

☒ Not applicable to this program because no fellowships, scholarships, and/or graduate assistantships will be allocated to the proposed program through Year 5

## IX. Required Appendices

Table 1 outlines the required appendices by degree level. Institutions may provide additional appendices to supplement the information provided in the proposal and list them in Table 2 below.

**Table 1. Appendices**

	Appendix Title	Degree Level	Required for Specific Programs	Included Yes/No
A	Consultant's Report and Institutional Response	Doctoral or Professional		No
B	Letters of Support or MOUs from Other Academic Units	Any new program	Only for programs offered in collaboration with other academic unit(s) within the institution	No
C	Common Prerequisite Request Form	Bachelor's		No
D	Request for Exception to the 120 Credit Hour Requirement	Bachelor's	Requesting approval to exceed the 120 credit hour requirement	No
E	Request for Specialized Admissions Status	Bachelor's	Requesting approval for specialized admissions status	No
F	Self-Supporting & Market Rate Tuition Programs	Graduate programs	Only for self-supporting or market tuition rate programs	No
G	Faculty Curriculum Vitae	Any new program		Yes

**Table 2. Additional Appendices**

Appendix	Appendix Title	Description

#### Appendix: Faculty Curriculum Vitae

1. Arbeitman, Michelle
2. Bhide, Pradeep
3. Harman, Jeffery
4. Levenson, Cathy
5. Martinez-Hyde, Yolany
6. Nowakowski, Richard
7. Speights, Anthony
8. Vied, Cynthia



# **DRAFT 3 Year Curriculum Vitae**

**Michelle Nina Arbeitman**

Last Revised: March 27, 2024

## **General Information**

University address: Biomedical Sciences  
College of Medicine  
CoM--Research Bldg 3300  
Florida State University  
Tallahassee, Florida 32306-4300  
Phone: 850-645-9846

E-mail address: marbeitman@fsu.edu  
michelle.arbeitman@med.fsu.edu

Web site: <http://neuro.fsu.edu/faculty/arbeitman>

## **Professional Preparation (Highest Degree Only)**

1998                      Doctoral Degree, Aca, Stanford University. Major: Developmental Biology.  
Supervisor: Dr. David Hogness.

Arbeitman, Michelle. (1998). *Functional Analysis of Drosophila Ecdysone Receptor*. Unpublished doctoral dissertation, Stanford University.

## **Professional Experience**

2020–present            Professor, Biomedical Sciences, Florida State University.

## **Current Membership in Professional Organizations**

American Association for the Advancement of Science  
Genetics Society of America (1991- present)

## **Teaching**

### **Courses Taught**

Bioregulation (BMS5525)  
Honors Work in IMS (BMS4903-00)  
Introduction to Biomedical Research (BMS 5186)  
FSU Integrated Clinical Sciences (PAS5045)  
GENETICS OF BEHAVIOR (BSC4900)  
Integrated Clinical Sciences (PAS5045)  
Molecular Mechanisms of Common Disease (GMS 6001-3)  
Directed Independent Study in Biomedical Sciences (BMS5905)

### **Doctoral Committee Chair**

Palmateer, C., graduate. (2022).

### **Doctoral Committee Member**

Cone, A. S., graduate. (2021).  
DeNobrega, A., graduate. (2021).  
Son, Y., graduate. (2021).  
Jones, L. T., doctoral candidate.  
Chitaman, J., doctoral candidate.  
Hagarty, D. P., doctoral student.  
Wang, M., doctoral student.  
Yong, H. J., doctoral student.  
Crawford, M., doctoral student.  
Jennings, S., doctoral student.  
Moseley, P., doctoral student.

### **Doctoral Committee University Representative**

Nystrom, G. S., doctoral candidate.  
Turner, J. L., doctoral candidate.  
Howe, K., doctoral candidate.  
Turpin, Z., doctoral candidate.  
Guerrera, A. G., doctoral student.  
Medina, M., doctoral student.  
Quintero Rodriguez, M., doctoral student.  
Koirtyohann, K., doctoral student.  
Ruckman, S., doctoral student.  
Datta, I., doctoral student.  
Little, K., doctoral student.  
Whitcher, C., doctoral student.

## **Bachelor's Committee Chair**

Torres, M., student. *MOLECULAR-GENETIC ANALYSES OF NEURONS THAT EXPRESS BOTH CLOCK AND FRUITLESS IN DROSOPHILA MELANOGASTER.*

## **Bachelor's Committee Member**

Glover, Z., graduate. (2022). *Analysis Of Micrococcal Nuclease Properties Relative to Chromatin Profiling Assays in Maize and Human.* Retrieved from [http://purl.flvc.org/fsu/fd/honors\\_thesis\\_submission-bce4d159-7f32-4628-ad9a-4a9405898fc5](http://purl.flvc.org/fsu/fd/honors_thesis_submission-bce4d159-7f32-4628-ad9a-4a9405898fc5)

## **Research and Original Creative Work**

### **Publications**

#### **Refereed Journal Articles**

Palmateer, C., Artakis, C., Brovero, S., Friedman, B., Gresham, A., & Arbeitman, M. N. (2023). Single-cell transcriptome profiles of *Drosophila* fruitless-expressing neurons from both sexes. *eLife*. Retrieved from <https://elifesciences.org/articles/78511> doi:<https://doi.org/10.7554/eLife.78511>

Stribling, D., Chang, P. L., Dalton, J., Conow, C., Rosenthal, M., Hebets, E., Graze, R., & Arbeitman, M. N. (2021). The brain transcriptome of the wolf spider, *Schizocosa ocreata*. *BMC Research Notes*. Retrieved from <https://link.springer.com/article/10.1186/s13104-021-05648-y> doi:<https://doi.org/10.1186/s13104-021-05648-y>

Palmateer, C., Moseley, S. C., Surjendyu, R., Brovero, S., & Arbeitman, M. N. (2021). Analysis of cell-type-specific chromatin modifications and gene expression in *Drosophila* neurons that direct reproductive behavior. *Plos Genetics*. Retrieved from <https://journals.plos.org/plosgenetics/article/comments?id=10.1371/journal.pgen.1009240> doi:<https://doi.org/10.1371/journal.pgen.1009240>

Brovero, S., Fortier, J., Hu, H., Lovejoy, P., Newell, N., Palmateer, C., Tzeng, R., Lee, P., Zinn, K., & Arbeitman, M. N. (2021). Investigation of *Drosophila* fruitless neurons that express Dpr/DIP cell adhesion molecules. *eLIFE*. Retrieved from <https://elifesciences.org/articles/63101> doi:[10.7554/eLife.63101](https://doi.org/10.7554/eLife.63101)

### **Presentations**

#### **Refereed Presentations at Conferences**

Arbeitman, M. N. (presented 2022). *Single cell RNA-seq of fruitless-expressing neurons*. Presentation at Developmental and Molecular Biology of Drosophila, EMBO, Crete, Greece. (International)

### **Invited Lectures and Readings of Original Work**

Arbeitman, M. N. (2022, October). *Genes to behavior: high resolution genomic analyses of fruitless neurons*. Delivered at Indiana University. (Local)

### **Contracts and Grants**

#### **Contracts and Grants Funded**

Arbeitman, M. N. (2022–2027). *Genes underlying reproductive behavior physiology and neuronal development*. Funded by NIGMS. (MIRA). Total award \$3,000,000.

Arbeitman, Michelle Nina (PI). (Sep 2017–Jun 2022). *Chromatin and Behavior*. Funded by National Institutes of Health. Total award \$1,200,000.

Arbeitman, Michelle Nina (PI). (Sep 2017–Jun 2022). *Genes Underlying Reproductive Behavior And Physiology*. Funded by National Institutes of Health. Total award \$1,200,000.

### **Service**

#### **Florida State University**

##### **FSU University Service**

Member, RCC executive committee (2020–present).

Member, Technology committee (2016–present).

Chair, QER Biology Graduate Program Subcommittee (2023).

Member, Student Tech Fee Proposal Evaluation (2020–2023).

Member, Provost Postdoctoral Fellowship Grant Committee (2019–2022).

##### **FSU Department Service**

Chair, BMS Associate Chair for Research (2023–present).

Chair, BMS Chair of Faculty Evaluations (2023–present).

Member, Neuroscience Graduate Training Program (2020–present).

Member, Neuroscience Seminar Graduate Training Program Committee (2019–present).

Genomics Committee Member, Illumina Sequencing Core (2012–present).

### **FSU Institute or Center Service**

Member, Executive Committee of the Institute for Pediatric Rare Disease (2023–present).

Member, Center for Genomics and Personalized Medicine (2012–present).

### **FSU Program Service**

Organizer, Fly Masters Data Club (2024–present).

member, Neuroscience Graduate Training Committee (2018–present).

Organizer, Neurogenetics Journal Club (2016–2022).

## **The Profession**

### **Editor for Refereed Journals**

Deputy Editor, *G3: Genes | Genomes | Genetics* (2024–present).

Senior Editor, *G3: Genes | Genomes | Genetics* (2022–present).

Associate Editor, *G3: Genes, Genomes, Genetics* (2018–present).

### **Guest Reviewer for Refereed Journals**

*Nature Communications* (2018–present).

*Developmental Cell* (2017–present).

*Nature* (2017–present).

*G3: Genes, Genomes, Genetics* (2015–present).

*Journal of Experimental Biology* (2013–present).

*Science* (2013–present).

*G3-Genes, Genomes and Genetics* (2012–present).

*Molecular Ecology* (2012–present).

*Genome Biology* (2011–present).

*Plos One* (2011–present).

*Development* (2010–present).

*Genome Research* (2010–present).

*Hormones and Behavior* (2010–present).

*Plos Genetics* (2009–present).

*BMC Genomics* (2008–present).

*Current Biology* (2008–present).

*Genetics* (2008–present).

*Plos Biology* (2005–present).

*PNAS* (2003–present).

### **Judge for an Exhibition**

*International Drosophila Research Conference Poster Judge " Neurophysiology and Behavior."*  
International Drosophila Research Conference: International Drosophila Research (2009–present).

### **Reviewer or Panelist for Grant Applications**

NIH Pioneer Awards\_Mail-in reviewer (2023).

National Science Foundation (2023).

NSERC Canada Funding Agency (2023).

NIH Brain Initiative Grants (F32 and K99) ad hoc member of panels (2021–2023).

NRSC Grants (2021–2022).

NIH MNG study section ad hoc (2016–2021).

### **Service to Professional Associations**

Member, Annual Drosophila Research Conference Organization Committee (2020–present).

Treasurer, Drosophila Board (2017–present).

Workshop Organizer, International Drosophila Research Conference--"Everything You Wanted to Know About Sex" (2009–present).

Chair of Community Service Award Committee, Genetics Society of America (2022–2024).

member Nomenclature Committee, Genetics Society of America (2022–2023).

President of Drosophila Board, Fly Board President, Genetics Society of America (2022–2023).

President-elect Drosophila Board, President-elect to Drosophila Board, Genetics Society of America (2021–2022).

Co-organizer of Annual Drosophila Research Conference, Organizer of the Annual Research Conference, Genetics Society of America (2020–2021).

### **3 Year Curriculum Vitae**

**Pradeep Bhide, Ph.D.**

August 05, 2024

#### **General Information**

University address: Biomedical Sciences  
College of Medicine  
1115 West Call Street  
Florida State University  
Tallahassee, Florida 32306-4340  
Phone: 850/645-9847

E-mail address: [pradeep.bhide@med.fsu.edu](mailto:pradeep.bhide@med.fsu.edu)

Web site: [www.med.fsu.edu/brainrepair](http://www.med.fsu.edu/brainrepair)

#### **Professional Preparation (Highest Degree Only)**

1983                      Doctoral Degree, University of Aberdeen, Scotland, U.K. Major:  
Neuroscience. Supervisor: Dr. K.S. Bedi, Ph.D.

#### **Professional Experience**

2024–present           Director, FSU Institute for Pediatric Rare Diseases, Florida State University.

2011–present           Eminent Scholar, Biomedical Sciences, Florida State University.

2011–present           Director of Center for Brain Repair, Biomedical Sciences, Florida State University.

2011–present           Professor of Biomedical Sciences, Biomedical Sciences, Florida State University.

#### **Current Membership in Professional Organizations**

American Professional Society for ADHD and Related Disorders  
Developmental Neurotoxicology Society  
Society for Neuroscience  
The Society for Birth Defects Research and Prevention



## **Teaching**

### **Courses Taught**

Directed Independent Study in Biomedical Sciences (BMS5905)  
Developmental Neuroscience (BSC4970)  
NEUROLOGICAL DRUG EFFECTS (BSC4901)  
NEURODEVELOPMENTAL DISORDERS (BSC4900)  
Proposal Development (IHS5503)  
Medicine 3 Human Systems in Health and Disease: Musculoskeletal and Integumentary Systems (BMS6047)  
Neuroscience and behavior (BMS6046C)

### **Doctoral Committee Chair**

Jones, S. K., graduate. (2022). *Transgenerational transmission of changes in behavior and gene expression following aspartame consumption.*  
Parnell, A., doctoral candidate.  
Trupiano, M. X., doctoral student.

### **Doctoral Committee Member**

York, S. B., graduate. (2021).  
Yates, I., doctoral candidate.  
Alquarish, D., doctoral student.  
Ochoa, R., doctoral student.  
Thabet, Y., doctoral student.

### **Doctoral Committee University Representative**

Centner, A. M., graduate. (2022).  
Arambarri, L. N., doctoral candidate.

### **Bachelor's Committee Chair**

Zuniga, D., graduate. (2022).

### **Bachelor's Committee Member**

Salazar, V., student.

### **Supervision of Student Research Not Related to Thesis or Dissertation**

Perusse, M. (Aug 2024–present).

Wasson, E. (Jun 2024–present).

Llarena, J. (Aug 2022–present).

Figueroa, D. (Jan 2021–Dec 2022).

Moore, O. (Jan 2020–Dec 2022).

Canekaratne, A. (Jan 2020–Jun 2022).

### **Research and Original Creative Work**

#### **Program of Research and/or Focus of Original Creative Work**

Developmental Neuroscience.

### **Publications**

#### **Refereed Journal Articles**

McCarthy, D. M., Spencer, T. J., & Bhide, P. G. (2024). Preclinical Models of Attention Deficit Hyperactivity Disorder: Neurobiology, Drug Discovery and Beyond. *Journal of Attention Disorders*, 28(5), 880-894. Retrieved from <https://journals.sagepub.com/doi/full/10.1177/10870547231215286>  
doi:<https://doi.org/10.1177/10870547231215286>

Jones, S., McCarthy, D., Stanwood, G., Schatschneider, C., & Bhide, P. (2023). Learning and memory deficits produced by aspartame are heritable via the paternal lineage. *Scientific Reports*, 13. doi:<https://doi.org/10.1038/s41598-023-41213-2>

Jones, S., McCarthy, D., Vied, C., Stanwood, G., Schatschneider, C., & Bhide, P. (2023). Reply to Charles V. Vorhees: Aspartame and anxiety-like behavior. *Proceedings of the National Academy of Sciences*. doi:10.1073/pnas.2304679120

- Jones, S., McCarthy, D., Vied, C., Stanwood, G., Schatschneider, C., & Bhide, P. (2022). Transgenerational transmission of aspartame-induced anxiety and changes in glutamate-GABA signaling and gene expression in the amygdala. *Proceedings of the National Academy of Sciences*. Retrieved from <https://doi.org/10.1073/pnas.2213120119> doi:10.1073/pnas.2213120119
- McCarthy, D. M., Zhang, L., Wilkes, B. J., Vaillancourt, D. E., Biederman, J., & Bhide, P. (2022). Nicotine and the developing brain: Insights from preclinical models. *Pharmacol Biochem Behav*. Retrieved from <https://www.ncbi.nlm.nih.gov/pubmed/35176350> doi:10.1016/j.pbb.2022.173355
- Lee, G. S., Graham, D. L., Noble, B. L., Trammell, T. S., McCarthy, D. M., Anderson, L. R., Rubinstein, M., Bhide, P. G., & Stanwood, G. D. (2022). Behavioral and Neuroanatomical Consequences of Cell-Type Specific Loss of Dopamine D2 Receptors in the Mouse Cerebral Cortex. *Frontiers in Behavioral Neuroscience*, 15. Retrieved from <https://doi.org/10.3389/fnbeh.2021.815713> doi:10.3389/fnbeh.2021.815713
- Zhang, L., Levenson, C. W., Salazar, V. C., Biederman, J., Zafonte, R., & Bhide, P. (2022). Repetitive Mild Traumatic Brain Injury in an Awake, Unanesthetized Mouse Model of Perinatal Nicotine Exposure Produces Transient Novelty-Seeking and Depression-Like Behaviors. *J. Neurotrauma*, *In Press*. Retrieved from <https://www.ncbi.nlm.nih.gov/pubmed/34913733> doi:10.1089/neu.2021.0268
- Zhang, L., McCarthy, D. M., Eskow Jaunarajs, K. L., Biederman, J., Spencer, T. J., & Bhide, P. (2021). Frontal Cortical Monoamine Release, Attention, and Working Memory in a Perinatal Nicotine Exposure Mouse Model Following Kappa Opioid Receptor Antagonism. *Cerebral Cortex*, 31(1), 483-496. doi:10.1093/cercor/bhaa238

### **Edited Books**

- Bhide, P., & Stanwood, G. (Eds.). (2023). *The Developing Brain in Health and Disease* [Peer-reviewed article collection]. Basel, Switzerland: Karger. Retrieved from <https://karger.com/dne/pages/the-developing-brain-in-health-and-disease>

### **Presentations**

#### **Invited Papers at Symposia**

- Bhide, P. (presented 2024, February). Transgenerational Transmission. In Nikolaos Makris, M.D., Ph.D (Chair), *2nd International Winter Course on Neuroimaging: Brain Connectivity and Mental Health*. Symposium conducted at the meeting of Universidad de La Laguna, Santa Cruz de Tenerife, Spain, Santa Cruz de Tenerife, Spain. (International)

Bhide, P. (presented 2023, February). Contributions of Preclinical Research to Pediatric Psychopharmacology. In Joseph Biederman (Chair), *Pediatric Psychopharmacology*. Symposium conducted at the meeting of Massachusetts General Hospital, Virtual. (Regional)

Bhide, P. (presented 2023, February). Preclinical models of Neurodevelopmental disorders. In Nikos Makris (Chair), *1st International Winter Course and Workshop on Neuroimaging: Brain Connectivity and Mental Health*. Symposium conducted at the meeting of Vicerrectorado de Cultura y Participación Social Social (Universidad de La Laguna (ULL), Calle Viana 50 San Cristóbal de La Laguna 38200, Tenerife, Spain. (International)

### **Invited Presentations at Symposia**

Bhide, P. (presented 2022, June). Nicotine and brain development. In Mary K. Lobo (Chair), *Substance use in pregnancy*. Presentation at the meeting of University of Maryland School of Medicine, Virtual. (International)

### **Invited Lectures and Readings of Original Work**

Bhide, P. (2022, February). *Preclinical models in pediatric psychopharmacology*. Delivered at Massachusetts General Hospital, Boston, MA, Via Zoom. (National)

### **Patented Inventions**

Bhide, P., McCarthy, D. M., Carrazana, E., & Cran, J. W. (2022). *METHODS OF TREATING FRAGILE X MENTAL RETARDATION SYNDROME*. US 11,491,144 B2, Florida State University.

### **Contracts and Grants**

#### **Contracts and Grants Funded**

Bhide, P. (Apr 2024–Mar 2027). *E-cigarette use during pregnancy and the GABA neurotransmitter system*. Funded by Florida department of Health. (24K07). Total award \$600,000.

Bhide, Pradeep (PI), McCarthy, D. M., & Vied, C. (Jun 2020–May 2023). *Nicotine, germ cells and neurodevelopmental disorders*. Funded by Florida Department of Health - James and Esther King Trust. (20K01). Total award \$626,708.

Salazar Aranda, Gloria A (PI), Bhide, Pradeep (Co-PI), Delp, Judy Muller (Co-PI), & Hwang, Hyun Seok (Co-PI). (Oct 2019–Sep 2021). *Nutritional Interventions to Alleviate Cardiovascular Disease Medicated by Tobacco Use*. Funded by Florida Department of Health. Total award \$725,000.

Bhide, P. (PI), & McCarthy, D.M. (Co-I). (Feb 2013–Jan 2023). *Brian Jackson Dystonia Research and Discovery Program*. Funded by Jackson Family Fund. Total award \$1,050,000.

Bhide, P. (PI). (Aug 2011–2029). *Rodgers Chair*. Funded by Jim and Betty Ann Rodgers Chair. Total award \$1,000,000.

### **Contracts and Grants Pending**

Bhide, Pradeep (PI). (Nov 2022). *Effects of an adenosine A(2A) agonist on the rewarding effects of nicotine and neural plasticity in a heritable model of increased dopamine D2 receptor sensitivity*. Submitted to East Tennessee State University. Unspecified award amount.

### **Postdoctoral Supervision**

McCarthy, D. (May 2003–present).

Zhang, L. (2012–21).

### **Service**

#### **Florida State University**

##### **FSU University Service**

Chair, Institutional Animal Care and Use Committee (IACUC) (2023–present).

##### **FSU Department Service**

Member, Faculty Search Committee (2019–present).

Member, Faculty Evaluation Committee (2022–2023).

### **FSU Institute or Center Service**

Director, FSU Institute for Pediatric Rare Diseases (2024–present).

Director, Center for Brain Repair (2011–present).

Executive Director, FSU Institute for Pediatric Rare Diseases (2023).

## **The Profession**

### **Editor for Refereed Journals**

Editorial Board Member, *Neurotoxicology and Teratology* (2022–present).

Senior Editor, *Developmental Neuroscience* (2009–present).

Member, Editorial Board, *Current Neuropharmacology* (2008–present).

Reviewing Editor, *Frontiers in Neurogenesis* (2008–present).

Member, Editorial Board, *Developmental Neuroscience* (2005–present).

### **Guest Editing for Refereed Journals**

Bhide, P., & Stanwood, G. (Eds.). (2023). The developing brain in health and disease [Special Issue]. *Developmental Neuroscience*.

### **Editorial Board Membership(s)**

*Neurotoxicology and Teratology* (2022–present).

*Developmental Neuroscience (Senior Editor)* (2009–present).

*Frontiers in Neurogenesis (Reviewing Editor)* (2009–present).

*Current Neuropharmacology* (2008–present).

*Developmental Neuroscience (Editorial Board)* (2005–present).

**Guest Reviewer for Refereed Journals**

*Brain, Behavior, Immunity* (Oct 2019–present).

*FASEB Journal* (Aug 2019–present).

*Genes, Brain and Behavior* (Jan 2018–present).

*American Journal of Medical Genetics* (Jan 2011–present).

*Biological Psychiatry* (Jan 2011–present).

*Molecular Psychiatry* (Jan 2011–present).

*World Journal of Biological Psychiatry* (Jan 2011–present).

*Current Neuropharmacology* (Jan 2008–present).

*Nature Neuroscience* (Jan 2008–present).

*Neuropsychopharmacology* (Jan 2005–present).

*Neuroscience* (Jan 2005–present).

*Stroke* (Jan 2005–present).

*Journal of Neurobiology* (Jan 2002–present).

*Neuron* (Jan 2001–present).

*Cerebral Cortex* (Jan 1999–present).

*Journal of Neuroscience* (Jan 1999–present).

*PNAS* (Jan 1999–present).

*Journal of Neuroscience Research* (Jan 1998–present).

*Journal of Neurochemistry* (Jan 1997–present).

*Developmental Neuroscience* (Jan 1996–present).

*Journal of Comparative Neurology* (Jan 1990–present).

### **Reviewer or Panelist for Grant Applications**

NIDA/NIH P30 and P50 Applications (2019–2024).

NIH/FDA: Tobacco Regulatory Science A (Chair) (2024).

NIH (2023).

Autism Speaks (2023).

NIH/NINDS (2022).

### **Service to Professional Associations**

Board Member, Neuroscience Research Funding for Graduate Studies, Bryan W Robinson Endowment for the Neurosciences (2012–present).

### **Interviews**

Alberto Camargo. (2024, February). How one little boy's story led to the Institute for Pediatric Rare Disease at Florida State. *WTXL* [TV]. Retrieved from <https://www.wtxl.com/college-town/how-one-little-boys-story-led-to-the-institute-for-pediatric-rare-disease-at-florida-state>

Kathleen Haughney (print), & Layne Herdt (WFSU Radio). (2024, February). FSU launches groundbreaking Institute for Pediatric Rare Diseases. *WFSU* [Print and Radio]. Retrieved from <https://news.fsu.edu/news/health-medicine/2024/02/01/fsu-launches-groundbreaking-institute-for-pediatric-rare-diseases/>

Josh Breslow. (2023, July). Aspartame: Does it cause cancer? *Fox News Live* [TV]. Retrieved from <https://www.livenowfox.com/video/1249413>

Jacob Murphey. (2023, July). FSU professor weighs in on aspartame, now considered 'possibly carcinogenic' by WHO. *WCTV* [TV]. Retrieved from <https://www.msn.com/en-us/health/medical/fsu-professor-weighs-in-on-aspartame-now-considered-possibly-carcinogenic-by-who/ar-AA1e2IRF>

Jolanda van Hal. (2023, July). Aspartame appraisal: "No immediate action required" but reformulation likely as consumer concern continues. *Food Ingredients First* [Online Newspaper]. Retrieved from <https://www.foodingredientsfirst.com/news/aspartame-appraisal-no-immediate-action-required-but-reformulation-likely-as-consumer-concern-continues.html>



Miriam Fauzia. (2023, May). Are Artificial Sweeteners Harmless? The Ultimate Truth About the Zero-Calorie Packets. *Inverse* [Newspaper]. Retrieved from <https://www.inverse.com/health/are-artificial-sweeteners-bad-the-ultimate-truth-about-the-zero-calorie-packets>

Erin Molyneaux, & Kevin Caridad. (2023, February). Barrier Breakdown Podcast. *Cognitive Behavior Institute, Pittsburgh, PA*.

Ruairi McKenzie. (2023, January). Aspartame and anxiety. *Technology Networks* [Online media]. Retrieved from <https://www.technologynetworks.com/neuroscience/articles/deep-dive-can-too-much-sweetener-affect-your-grandchildrens-anxiety-368879>

Caroline Kraaijvanger. (2023, January). Popular sweetener aspartame makes mice and their offspring more anxious. *Scientias* [Online media]. Retrieved from <https://scientias.nl/populaire-zoetstof-aspartaam-maakt-muizen-en-hun-nakomelingen-angstiger/>

### **The Community**

Co-founder, Pharmaceutical company, Anxiolytech (2017–present).

Co-founder, Biotechnology company, SunshineNano LLC (2017–present).

Co-Founder, Avekshan LLC (2014–present).

### **3 Year Curriculum Vitae**

**Jeffrey S Harman**

February 15, 2024

#### **General Information**

University address: Department of Behavioral Sciences & Social Medicine  
College of Medicine  
1115 West Call St.  
Florida State University  
Tallahassee, Florida 32306-4300  
Phone: 645-1540

E-mail address: jeffrey.harman@med.fsu.edu

#### **Professional Preparation (Highest Degree Only)**

1999                      Ph.D., University of Minnesota, Minneapolis, MN. Major: Health Services  
Research, Policy, and Administration.

#### **Professional Experience**

2015–present          Professor, Department of Behavioral Sciences & Social Medicine, College of  
Medicine, Florida State University.

#### **Fellowship(s)**

National Institute of Mental Health Dissertation Fellowship (1997).  
Research Fellow, Institute for Health Services Research, University of Minnesota (1993).

#### **Current Membership in Professional Organizations**

AcademyHealth  
American Society of Health Economists  
InterRAI

#### **Teaching**

## **Courses Taught**

Fundamentals of Biostatistics (STA5172)

Medicine I: Foundations (BMS6037)

Introduction to Applied Statistics (STA5126)

Medicine 3 Human Systems in Health and Disease: Cardiovascular and Pulmonary Systems (BMS6042)

Medicine 3 Human Systems in Health and Disease: Renal-Urinary System (BMS6043)

## **Doctoral Committee Chair**

Bauer, S., doctoral candidate. *Physician-Hospital Alignment and Orthopedic Joint Replacement Expenditures and Outcomes*. [Department of Health Services Research, Management and Policy, College of Public Health and Health Professions, University of Florida]

Mills, J., doctoral candidate. *Comparative Effectiveness of Mental Health Treatment on HIV Outcomes*. [Department of Health Services Research, Management and Policy, College of Public Health and Health Professions, University of Florida]

## **Doctoral Committee Member**

Nason, M., doctoral candidate. *Nurse Staffing and Patient Outcomes in the Rehabilitation Setting: Application of Production Theory*. [College of Nursing, University of Florida]

## **Supervision of Student Research Not Related to Thesis or Dissertation**

Hernandez, J. V. (Sep 2022–present).

Samander, L. (Sep 2018–present).

Kendall, A. (Sep 2021–May 2022).

## **Research and Original Creative Work**

### **Publications**

#### **Refereed Journal Articles**

Pierre Louis, K., & Harman, J. S. (2023). Racial and Ethnic Disparities in Emergency Department Wait Times for Headache. *Journal of Racial and Ethnic Health Disparities*. doi:10.1007/s40615-023-01580-y

- Ozkardes, C., & Harman, J. S. (2023). Association of a Patient's Type of Insurance with Preventive Service Delivery. *Cureus*, 15(9), e44927.
- Goldfarb, S. S., Graves, K., Geletko, K. W., Deichen Hansen, M. E., Kinsell, H., & Harman, J. S. (2023). Racial/Ethnic Differences in ED Wait Times for Patients with Substance Use Disorders. *Journal of Emergency Medicine*, 64(4), 481-487.
- Gerend, M. A., Bradbury, R., Harman, J. S., & Rust, G. (2022). Characteristics Associated with Low-Value Cancer Screening Among Office-Based Physician Visits by Older Adults in the USA. *Journal of General Internal Medicine*, 37(10), 2475-2481. doi:doi.org/10.1007/s11606-021-07072-1
- Samander, L. J., & Harman, J. S. (2022). Disparities in Offered Anxiety Treatments Among Minorities. *Journal of Primary Care & Community Health*, 13, 1-6. doi:21501319211065807
- Ozkardes, C., & Harman, J. S. (2022). Physician Compensation Method Effects on Preventive Service Delivery. *Journal of General Internal Medicine*, 37, 480-481. doi:doi.org/10.1007/s11606-020-06580-w
- Deichen Hansen, M. E., Goldfarb, S. S., Mercouffer, A., Dark, T., Lateef, H., & Harman, J. S. (2022). Racial inequities in emergency department wait times for pregnancy-related concerns. *Women's Health*, 18, 1-7. doi:17455057221129388
- Geletko, K. W., Graves, K., Lateef, H., & Harman, J. S. (2022). Tobacco cessation counseling and medications provided by physicians to tobacco users during primary care visits. *Journal of Primary Care & Community Health*, 13, 1-7. doi:doi.org/10.1177/21501319221093115
- Hoffman, R., Harman, J. S., Kinsell, H., & Brown, G. (2021). Costs and Savings Associated With the Police Use of the interRAI Brief Mental Health Screener. *Frontiers in Psychiatry*. doi:10.3389/fpsy.2021.726469
- Schumacher, J. R., Lutz, B. J., Hall, A. G., Harman, J. S., Turner, K., Brumback, B. A., Hendry, P., & Carden, D. L. (2021). Impact of an Emergency Department-to-Home Transitional Care Intervention on Health Services Use in Medicare Beneficiaries: A Mixed Methods Study. *Medical Care*, 59(1), 29-37.
- Kinsell, H., Goldfarb, S., Mills, J. C., Vogel, W. B., & Harman, J. S. (2021). Service utilization in Medicaid HIV specialty plans versus standard plans among enrollees diagnosed with HIV/AIDS in Florida, USA. *AIDS Care*, 33(12), 1608-1610. doi:10.1080/09540121.2020.1839010
- Ibañez, G. E., Zhou, Z., Cook, C. L., Slade, T. A., Somboonwit, C., Morano, J., Harman, J., Bryant, K., Whitehead, N. E., & Brumback, B. (2021). The Florida Cohort study:

methodology, initial findings and lessons learned from a multisite cohort of people living with HIV in Florida. *AIDS care*, 33(4), 516-524. doi:10.3389/fpsyt.2021.726469

## **Contracts and Grants**

### **Contracts and Grants Funded**

Wong, F., & Harman, J. S. (Sep 2021–Aug 2026). *Fostering Institutional resources for science transformation: The FLORIDA-FIRST Health Science Brigade*. Funded by National Institutes of Health. (U54 CA267730). Total award \$14,500,000.

Harman, Jeffrey S (PI). (Mar 2020–Jun 2023). *MED206: Florida Medicaid Family Planning Waiver Program Evaluation*. Funded by Florida Agency for Health Care Administration. Total award \$1,567,369.

Harman, J. S., & Goldfarb, S. (Nov 2019–Jun 2022). *Evaluation and Performance Measurement of Florida's Opioid Overdose Data 2 Action*. Funded by Florida Department of Health. Total award \$240,000.

Ralston, Penny A (Co-PI), Saunders, Charles N (Co-PI), Sinha, Debajyoti (Co-PI), Carretta, Henry Joseph (Co-PI), Harman, Jeffrey S (Co-PI), & Rust, George W (PI). (Oct 2018–May 2021). *Modeling Paths to Cancer Health Equity*. Funded by Florida Department of Health. Total award \$800,487.

Vogel, B., & Harman, J. (Dec 2016–Jun 2022). *MED180: Evaluation of Florida's Medicaid Managed Medical Assistant Program*. Funded by Florida Agency for Health Care Administration. Total award \$4,634,686.

## **Postdoctoral Supervision**

Goldfarb, S. (Aug 2016–present).

Dark, T. (Dec 2015–present).

Kinsell, H. (Aug 2015–present).

## **Service**

### **Florida State University**

#### **FSU Department Service**

member, Bylaws Committee (2023–present).

Member, Promotion and Tenure Committee (2023–present).

Chair, Mentoring Committee (2020–present).

Member, Endowed Professorship Search Committee (2017–present).

Member, Center Director Search Committee (2017–present).

## **The Profession**

### **Guest Reviewer for Refereed Journals**

*Journal of Primary Care & Community Health* (2020–present).

*JAMA Psychiatry* (2018–present).

*American Journal of Public Health* (2005–present).

*Archives of General Psychiatry* (2005–present).

*Archives of Pediatric and Adolescent Medicine* (2005–present).

*Bipolar Disorders* (2005–present).

*Depression and Anxiety* (2005–present).

*Health Affairs* (2005–present).

*Health Care Management Review* (2005–present).

*Health Services Research* (2005–present).

*International Journal of Geriatric Psychiatry* (2005–present).

*Journal of Behavioral Health Services & Research* (2005–present).

*Journal of Child and Adolescent Psychopharmacology* (2005–present).

*Journal of Clinical Psychiatry* (2005–present).

*Journal of General Internal Medicine* (2005–present).

*Journal of Geriatric Psychiatry and Neurology* (2005–present).

*Journal of Health Care for the Poor and Underserved* (2005–present).

*Journal of Mental Health Policy and Economics* (2005–present).

*Journal of the American Geriatrics Society* (2005–present).

*Medical Care* (2005–present).

*Medicare & Medicaid Research Review* (2005–present).

*Mental Health Services Research* (2005–present).

*Pharmacoepidemiology and Drug Safety* (2005–present).

*Psychiatric Services* (2005–present).

*The American Journal of Managed Care* (2005–present).

*The Gerontologist* (2005–present).

*The Journals of Gerontology: Series B, Psychological Sciences and Social Sciences* (2005–present).

### **Juror for a Performance**

*Health Information Technology Research (HITR) Study Section.* Agency for Healthcare Research and Quality (2012–present).

### **3 Year Curriculum Vitae**

**Cathy W. Levenson**

August 03, 2024

#### **General Information**

University address: Biomedical Sciences  
College of Medicine  
Room 2350E  
Florida State University  
Tallahassee, Florida 32306-4300  
Phone: 850-212-0191

E-mail address: levenson@neuro.fsu.edu  
cathy.levenson@med.fsu.edu

Web site: <https://med.fsu.edu/directory/full?directoryID=14413>

#### **Professional Preparation (Highest Degree Only)**

1993                      Doctor of Philosophy, University Of Chicago. Major: Nutritional Biology.  
Nutritional Biochemistry. Supervisor: Dr. Michael Sitrin.

#### **Professional Experience**

2020–present	Vice Chairperson, Department of Biomedical Sciences, Florida State University.
2017–present	Director, Graduate Program in Biomedical Sciences, College of Medicine, Florida State University.
2011–present	Professor, Biomedical Sciences & Program in Neuroscience, Florida State University.
2017–2023	Associate Chair for Graduate Studies, Biomedical Sciences, Florida State University.

#### **Honors, Awards, and Prizes**



Outstanding Senior Faculty Educator, FSU College of Medicine (2021).

### **Current Membership in Professional Organizations**

American Society for Nutrition  
Society for Neuroscience

### **Teaching**

#### **Courses Taught**

Frontiers in Medicine (IHS4120)  
Introduction to Biomedical Sciences Research II (BMS5184)  
Models of NeuroPsychiatric Disease (GMS 6001)  
Research Opportunities in Biomedical Sciences (BMS5185)  
Foundations of Clinical Nutrition (Course Director) (PAS5254)  
Foundations of Medicine 2: Molecules to Mechanisms (Course Director) (BMS6030)  
Gastrointestinal System (Course Director) (BMS 6040)  
Seminar in Biomedical Sciences (BMS6936)  
Directed Independent Study in Biomedical Sciences (BMS5905)  
Medicine 3 Human Systems in Health and Disease: Cardiovascular and Pulmonary Systems (BMS6042)  
Medicine 3 Human Systems in Health and Disease: Renal-Urinary System (BMS6043)  
Medicine 3 Human Systems in Health and Disease: Host-Defense (BMS6041)  
Medicine 3 Human Systems in Health and Disease: Musculoskeletal and Integumentary Systems (BMS6047)  
Clinical Medicine II (PAS5020)

#### **New Course Development**

Teaching Methods & Practice (2023)  
Special Topics: Models of Neurophysch Disorders (2021)

#### **Doctoral Committee Member**

Nasirpour, M., graduate. (2024).  
Hagarty, D., graduate. (2023).  
Jones, S., graduate. (2023).  
Logue, J., graduate. (2023).  
Perini, A., graduate. (2023).

Lee, G., graduate. (2021).  
Pavlock, S., graduate. (2021).  
Cote, J., doctoral candidate.  
Delva, N., doctoral candidate.  
Zivkovic, S., doctoral candidate.  
Loeven, doctoral candidate.  
Ma, S., doctoral candidate.  
Thabet, Y., doctoral student.  
Betancourt, D., doctoral student.

### **Doctoral Committee University Representative**

Foley, E., graduate. (2021).  
Helsper, S., graduate. (2021).  
Yong, H., graduate. (2021).  
Grigolo, T., doctoral candidate.  
Santopetro, N., doctoral student.

### **Bachelor's Committee Member**

Turner, O., student.

### **2020-2023 Additional Medical Course Participation**

Levenson, C. W. (2023). *M1 Cardiopulmonary Course, 4 lectures/yr M1 Renal/Endocrinology, 2 lectures/yr M2 Musculoskeletal System, 2 lectures/yr PA1 Clinical Medicine 2, 1 lecture/yr.* FSU College of Med.

## **Research and Original Creative Work**

### **Publications**

#### **Refereed Journal Articles**

Basiri, R., Spicer, M., Levenson, C. W., Lederman, T., Akhavan, N., & Arjmandi, B. (2022). Improving dietary intake of essential nutrients can ameliorate inflammation in patients with diabetic foot ulcers. *Nutrients*, *14*(12), 10.399/nu14122393.

Zhang, L., Levenson, C. W., Cea Salazar, V., Biederman, J., & Bhide, P. (2022). Repetitive Mild Traumatic Brain Injury in an Awake, Unanesthetized Mouse Model of Perinatal Nicotine

Exposure Produces Transient Novelty-Seeking and Depression-Like Behaviors. *Journal of Neurotrauma*, Jan 3, 10. doi:10.1089/neu.2021.0268

Zhang, L., Levenson, C. W., Salazar, V., McCarthy, D., Biederman, J., Zafonte, R., & Bhide, P. (2021). Repetitive mild traumatic brain injury in a perinatal nicotine exposure mouse model of attention deficit hyperactivity disorder. *Developmental Neuroscience*, 43(1), 63-72. doi:10.1159/000515198

## **Presentations**

### **Invited Papers at Conferences**

Levenson, C. W., Tassabehji, N., & Cope, E. C. (presented 2022). *Role of dietary zinc in the development, prevention, and treatment of depression*. Paper presented at International Nutrition Research Conference, Nutrition Congress, Rome, Italy. (International)

### **Refereed Papers at Conferences**

Schepkin, V., Levenson, C. W., Helsper, S., & Sherry, A. D. (presented 2021). *Comparison of [6-17O]glucose metabolism in tumor and normal brain using 9L glioma model*. Paper presented at ISMRM 2021, International Society of Magnetic Resonance in Medicine, Virtual (COVID year). (International)

### **Nonrefereed Papers at Conferences**

Zhang, L., Cea Salazar, V., McCarthy, D., Levenson, C. W., Biederman, J., Spencer, T., Zafonte, R., & Bhide, P. (presented 2021). *Repetitive mild traumatic brain injury in a perinatal nicotine exposure mouse model of ADHD*. Paper presented at APSARD 2021, American Professional Society of ADHD and Related Disorders, Virtual (COVID year). (National)

### **Invited Lectures and Readings of Original Work**

Levenson, C. W. (2023). *Zinc and the Brain: From Genes to Behavior*. Delivered at Pennsylvania State University, Hershey, PA. (National)

## **Service**

**Florida State University**

### **FSU University Service**

Member, University Graduate Programs QER/QEP Planning Committee (2022–present).

Biomedical Sciences Representative, Neuroscience Diversity Committee (2020–present).

Member, Animal Program Committee on Occupational Health & Safety (2020–present).

Faculty Advisor, Know Lupus (2017–present).

Interviewer, Presidential Scholars Interview Team (2017–present).

Member, Neuroscience Faculty Search Committee, Psychology (2017–present).

Invited Speaker, FSU Faculty Lunch Series (2016–present).

Faculty Advisor, Student Organize 4 Syria (2015–present).

Chairperson, Psychology Department QER Review Committee (2023).

Member, QEP/QER Graduate Programs Committee (2022–2023).

### **FSU College Service**

Chair, Medical Student Evaluation & Promotion Committee (2024–present).

Member, Admissions Committee: Honors Medical Scholars (2023–present).

Faculty Advisor, Big Bend Buddies (2023–present).

Member, Honors Medical Scholars Selection Committee (2023–present).

Member, Admissions Committee: Bridge Student Selection Committee (2022–present).

Member, COM Research Strategic Planning Committee (2022–present).

Member, Student Evaluation and Promotion Committee (2021–present).

Faculty Advisor, Medical Students for Choice (2019–present).

Member, Student Evaluation and Promotion Committee (2018–present).

Elected Member, COM Wellness Committee (2017–present).

Faculty Advisor, Nutrition, Exercise and Wellness Student Interest Group (2013–present).

Member, Year 1 and 2 Course Directors Committee (2009–present).

Member, Search Committee: Associate Dean for Student Affairs (2023).

Elected Member, College of Medicine Curriculum Committee (2009–2023).

Member, COM Dean Search Committee (2022).

Elected Member, Wellness Committee (2019–2022).

### **FSU Department Service**

Steering Committee, Biomedical Entrepreneurship Certificate Program (2020–present).

Vice Chairperson, Department of Biomedical Sciences (2020–present).

Vice Chairperson, Executive Committee, Dept Biomedical Sciences (2020–present).

Member, Executive Committee, Dept Biomedical Sciences (2019–present).

Associate Chair for Graduate Studies, Department of Biomedical Sciences (2017–present).

Director, Graduate Program in Biomedical Sciences (2017–present).

Member, Faculty Recruitment Committee, Dept of Biomedical Sciences (2010–present).

Project developer and fundraiser, Science Art Display (2022).

### **FSU Program Service**

Member, Diversity in Neuroscience Committee (2021–present).

Member, Graduate Training Committee, Program in Neuroscience (2007–present).

Invited Speaker, Stem Cell Therapy: Hype or Hope (2022).

## **The Profession**

### **Editorial Board Membership(s)**

*Frontiers in Aging Neuroscience* (2015–present).

*Nutrition Reviews* (2003–present).

### **Guest Reviewer for Refereed Journals**

*Frontiers in Neuroscience* (2020–present).

*Nutrients* (2020–present).

*Frontiers in Behavioral Neuroscience* (2018–present).

*Frontiers in Neurology* (2018–present).

*Frontiers in Neuroscience* (2018–present).

*Journal of Neurochemistry* (2018–present).

*Journal of Toxicology* (2018–present).

*Nutrients* (2018–present).

*Stem Cell International* (2018–present).

*BMC Psychiatry* (2017–present).

*Current Neuropharmacology* (2017–present).

*ACS Chemical Neuroscience* (2016–present).

*Biological Trace Elements* (2016–present).

*Hippocampus* (2016–present).

*Journal of Neurochemistry* (2016–present).

*Neural Plasticity* (2016–present).

*Neuroscience Letters* (2007–present).

*Cellular and Molecular Biology* (2004–present).

*Journal of Cell Biology* (2004–present).

*Neurobiology of Aging* (2004–present).

*NeuroMolecular Medicine* (2004–present).

*Brain Research* (2003–present).

*Physiology and Behavior* (2003–present).

*American Journal of Physiology* (2002–present).

*Neuroscience* (2002–present).

*Journal of Neurochemistry* (2001–present).

*Nutritional Neuroscience* (2001–present).

*Experimental Neurology* (2000–present).

*Journal of Nutrition* (2000–present).

*Experimental Biology and Medicine* (1998–present).

*Biological Trace Elements* (1995–present).

### **Chair of a Symposium**

Levenson, C. W. (Chair). (2022, June). *Trace metals in Brain and Psychiatric Disorders*.  
Symposium conducted at the meeting of International Nutrition Society, Rome, Italy.

### **Reviewer or Panelist for Grant Applications**

American University Beirut (2017–present).

National Heart Lung & Blood Institute, Program Projects (2010–present).

Ad Hoc Reviewer, United States Dept of Agriculture (2002–present).

### **Service to Other Universities**

External Advisory Board Member, *Chulalongkorn University College of Medicine* (2021–present).

### **The Community**

Invited Speaker, Osteoporosis: Prevention and Treatment, Temple Israel, Tallahassee (2004–2024).

Invited Speaker, Women and Cardiovascular Health: New Research and Recommendations, Temple Israel, Tallahassee (2023).

Invited Speaker, Stem Cell Therapies: Challenges for the Future, Temple Israel, Tallahassee (2022).



### **3 Year Curriculum Vitae**

**Yolany Martinez Hyde**

May 09, 2023

#### **General Information**

University address: Medical Humanities and Social Sciences  
College of Medicine  
College of Medicine - Thrasher Building 1160A  
Florida State University  
Tallahassee, Florida 32306-4300

E-mail address: ymartinezhyde2@fsu.edu

#### **Professional Preparation (Highest Degree Only)**

2016 Ph.D., The University of Oklahoma, Norman, OK. Major: Hispanic Literature, Language, and Culture. Latin American Literature of the 20th and 21st centuries, Contemporary Central American Literature. Supervisor: Dr. A. Robert Lauer, Chair; Dr. Ryan F. Long, Co-Chair.

Martínez Hyde, Y. (2016). *Dissertation: "Paradigmas en la literatura posmoderna en autores centroamericanos: Ficcionalización del testigo, memoria historiográfica y compromiso social"*. Unpublished doctoral dissertation, The University of Oklahoma, Norman, OK.

#### **Professional Experience**

2018–present Assistant Professor, Department of Behavioral Sciences and Social Medicine, College of Medicine, Florida State University. Responsible for designing, developing and teaching a series of courses promoting Spanish language and culture, emphasizing medical practice.

#### **Honors, Awards, and Prizes**

Certificate of Recognition, City of Lawrence (2022).  
Advisor of the Year Award, Student Affairs Leadership Award / FSUSOI (2022).

#### **Current Membership in Professional Organizations**

Southwest Council of Latin American Studies

## **Teaching**

### **Courses Taught**

Medicine 3 Human Systems in Health and Disease: Renal-Urinary System (BMS6043)  
Medical Spanish (MDE7043)

### **New Course Development**

Medical Spanish for 4th Year Medical Students - Women's Health and Pediatrics (2022)  
Medical Spanish for 4th Year Medical Students - Women's Health (2021)

## **Research and Original Creative Work**

### **Publications**

#### **Invited Books**

Martínez, Y. (2021). *Lo que no cabe en las palabras / Beyond Words*. EE.UU.: Efimera Editorial.

### **Presentations**

#### **Invited Papers at Conferences**

Martínez Hyde, Y. (presented 2023, April). *"De la recuperación de una identidad regional en Rey del albor Madrugada a la reconstrucción utópica de nacionalidad en Downtown Paraíso"*. Paper presented at Southwest Council of Latin American Studies, Southwest Council of Latin American Studies, Dallas, Texas. (National)

Martínez Hyde, Y. (presented 2022, April). *"Transposiciones de la violencia en Doce cuentos negros y violentos."*. Paper presented at Southwest Council of Latin American Studies, Southwest Council of Latin American Studies, Virtual. (International)

Martínez Hyde, Y. (presented 2021, March). *"Degradación y locura en "La mente dividida" de Kalton Harol Bruhl."*. Paper presented at Southwest Council of Latin American Studies, Southwest Council of Latin American Studies. (International)

### **Invited Lectures and Readings of Original Work**

Martinez Hyde, Y. (2023, March). *Charla a varias voces*. Delivered at La Comuna Gironde, Toluca, Mexico. (International)

Martinez Hyde, Y. (2022, October). *Poetry Reading for The Americas Poetry Festival of New York*. Delivered at The Americas Poetry Festival of New York, New York City, New York. (International)

Martinez Hyde, Y. (2022, October). *Poetry Reading: Letras por los vientos de esperanza*. Delivered at XVI International Book Fair, Lawrence, Massachusetts. (International)

Martinez Hyde, Y. (2022, June). *Clementina Suárez: Del espacio poético al imaginario cultural*. Delivered at VOAE - UNAH-TEC Danlí. (International)

Martinez Hyde, Y. (2022, May). *"Poesía escrita por mujeres durante la segunda mitad del siglo XX en Centroamérica." / "Women's Poetry During the Second Half of the 20th Century in Central America."* Delivered at Departamento de Lingüística y Literaturas Hispánicas, Universidad de Zaragoza, Universidad de Zaragoza, España / University of Zaragoza, Spain. (International)

Martinez Hyde, Y. (2022, May). *Poetry Reading*. Delivered at Festival Internacional de Poesía de Aragón, Zaragoza, Spain. (International)

Martinez Hyde, Y. (2022, February). *Lectura de Poesía y Entrevista*. Delivered at Zona de recarga, Virtual - Costa Rica. (International)

Martinez Hyde, Y. (2022, February). *Lectura de Poesía y Entrevista*. Delivered at Voces Convergentes y Letras en Directo, Virtual - Guatemala. (International)

Martinez Hyde, Y. (2021, November). *Poéticas de la Diáspora*. Delivered at Festival Otoño Bonhomía, Virtual. (International)

Martinez Hyde, Y. (2021, October). *Poetry Reading*. Delivered at III Encuentro de Poesía de San Salvador, Virtual. (International)

Martinez Hyde, Y. (2021, April). *"La agencia de la mujer hondureña en los ámbitos intelectuales entre 1850 y 1950: Una aproximación" / "Agency of Honduran Women in the Intellectual Field Between 1850 - 1950: An Overview"*. Delivered at La Universidad Nacional Autónoma de Honduras-Tecnológico Danlí. (International)

Martinez Hyde, Y. (2020, December). *Lectura de Poesía para el Festival Internacional de Poesía Los Confines*. Delivered at FIPLC, Virtual Reading Via Zoom and Facebook Live. (International)

- Martinez Hyde, Y. (2020, December). *Lectura de Poesía para el Festival Internacional de Poesía México*. Delivered at Festival Internacional de Poesía México, Virtual Reading Via Zoom and Facebook Live. (International)
- Martinez Hyde, Y. (2020, October). *Encuentro Virtual de Escritoras "Ciclónicas"*. Delivered at Ediciones Malpaso, Virtual Reading Via Zoom and Facebook Live. (International)
- Martinez Hyde, Y. (2020, July). *Poesía Hondureña*. Delivered at World Festival of Poetry, Virtual Reading Via Zoom and Facebook Live. (International)
- Martinez Hyde, Y. (2020, June). *Anthology Reading and Fundraiser*. Delivered at Tia Chucha Press, Virtual Reading Via Zoom and Facebook Live. (International)
- Martinez Hyde, Y. (2020, June). *Virtual Poetry Reading Entre Aquí y Allá*. Delivered at Entre Aquí y Allá Colectivo de Poesía, Virtual Via Zoom and Facebook Live. (International)
- Martinez Hyde, Y. (2020, May). *Virtual Poetry Reading in The International Santo Domingo Book Fair*. Delivered at Feria del Libro de Santo Domingo/Ministerio de Cultura de República Dominicana, Virtual Via Zoom and Facebook Live. (International)

## **Original Creative Works**

### **Poems in Edited Books**

- Martinez Hyde, Y. (2022). Tu nombre y otros poemas. In Carlos Velásquez-Torres, Irene Santos, & Carlos Aguasaco (Eds.), *Multilingual Anthology: The Americas Poetry Festival of New York 2022* (pp. 29-38). New York: Artepoética Press.
- Martinez Hyde, Y. (2021). Mujer de lluvia y otros poemas. In Samuel Trigueros, & Rocío Bolaños (Eds.), *Desarraigo. 18 poetas transfronterizos*. Spain: Nautilus.
- Martinez Hyde, Y. (2021). Lo que no cabe en las palabras, Este sol que respiro. In Frances Simán (Eds.), *Los habitantes de la Osa. Poetas hondureños del siglo XXI* (pp. 58-59). Chile: Fundación Pablo Neruda.
- Martinez Hyde, Y. (2020). Madre. In Maldonado, Armando (Ed.), *Antología Audiovisual de Poesía*. Ediciones Malpaso web page.
- Martinez Hyde, Y. (2020). Armada y otros poemas. In Emilio Coco (Ed.), *Le Parole Grondante. Antologia Della Nuova Poesía Centroamericana. Guatemala, El Salvador, Honduras. Vol I*. Italy: Fermenti.

## Poems in Magazines

Martinez Hyde, Y. (2023, January). The Final Horizon. *Bomb Magazine*, 162.

Martinez Hyde, Y. (2021, September). Poemas (Audiopoema). *Expediatio Repositorio Institucional Universidad de Bogotá Jorge Tadeo Lozano*.

Martinez Hyde, Y. (2021, March). The Last Horizon. *Latino Book Review*, 17. Retrieved from [https://www.latinobookreview.com/uploads/7/6/7/6/76766131/lbr\\_mag\\_2021.pdf](https://www.latinobookreview.com/uploads/7/6/7/6/76766131/lbr_mag_2021.pdf)

Martinez Hyde, Y. (2020, December). "Mínima antología poética". *Revista Ágrafos*, 10.

Martinez Hyde, Y. (2020, August). Todavía llueve y otros poemas / "It's still raining" and other poems. *Nueva York Poetry Review*. Retrieved from <https://www.nuevayorkpoetryreview.com/Nueva-york-Poetry-Review-2627-27-poesia-hondurea-yolany-martinez->

## Poems in Journals

Martinez Hyde, Y. (2021). "El último horizonte" y otros poemas. / "The Last Horizon" And Other Poems. *Oltreoceano*, 18, 147-149. Retrieved from [https://www.amazon.it/Oltreoceano-Honduras-bicentenario-independencia-especial/dp/8831499254/ref=sr\\_1\\_7?\\_\\_mk\\_it\\_IT=%C3%85M%C3%85%C5%BD%C3%95%C3%91&dchild=1&keywords=oltreoceano&qid=1622823778&s=books&doi:10.53154/Oltreoceano26](https://www.amazon.it/Oltreoceano-Honduras-bicentenario-independencia-especial/dp/8831499254/ref=sr_1_7?__mk_it_IT=%C3%85M%C3%85%C5%BD%C3%95%C3%91&dchild=1&keywords=oltreoceano&qid=1622823778&s=books&doi:10.53154/Oltreoceano26)

Martinez Hyde, Y. (2021). "Encierro" and "Monólogo de la ausencia". *Middle Atlantic Review of Latin American Studies*, 4(3), 122-124. Retrieved from <https://www.marlasjournal.com/articles/abstract/10.23870/marlas.353/> doi:<http://doi.org/10.23870/marlas.353>

## Reviews of My Research and Original Creative Work by Other Authors

### Reviews Appearing on a Web Site

Chaumet, S. (2020). Poèmes / Poems. *Seule la voix demeure | Sólo la voz permanece/Only the Voice Remains*. Retrieved from <https://seulelavoixdemeure.blogspot.com/2020/08/yolany-martinez-1978-honduras.html?m=1>

Rivera, A. (2020). Espejos de arena o un verso de viento en el desierto / Mirrors of Sand or Verses of Wind in the Desert. *La Tribuna*. Retrieved from <https://www.latribuna.hn/2020/07/05/espejos-de-arena-o-un-verso-de-viento-en-el-desierto/>

Cortez, L. M. C. (2020). La felina desnudez en la poesía de Yolany Martínez/Feline Nudity in Yolany Martínez' Poetry. *La Tribuna*. Retrieved from <https://www.latribuna.hn/>

## **Service**

### **Florida State University**

#### **FSU College Service**

Translator from English to Spanish, Medical Translator (2019–present).

#### **FSU Department Service**

Mentor and Volunteer, LMSA -Cultural Immersion into Hispanic Food- (2021).

Volunteer, LMSA members volunteered for the Gadsen Kernes (2021).

Mentor, Volunteer, LMSA - Migrant Fair in Quincy, Florida (2021).

Advisor, FSUCOM Latino Medical Student Association (2018) (2018–2020).

Editor of the Spanish Section, Spanish Editor for HEAL (2020).

## **The Profession**

#### **Editor for Refereed Journals**

Editor, *Oltroceano* (2021–present).

#### **Service to Professional Associations**

President, Board of Directors, Southwest Council of Latin American Studies (2022–present).

President-elect, Southwest Council of Latin AmericanStudies (2020–2022).

**Curriculum Vitae**  
**Richard S Nowakowski**

August 7, 2024

**General Information**

University address: Biomedical Sciences  
College of Medicine  
COM -RESEARCH BLDG 2370E  
Florida State University  
Tallahassee, Florida 32306-4300  
Phone: 850-644-9219; Fax: 850-644-5781

E-mail address: richard.nowakowski@med.fsu.edu

**Professional Preparation**

1976                      Ph.D., Harvard University. Major: Cell and Developmental Biology-Medical Sciences. Supervisor: Pasko Rakic, M.D., Sc.D.

Nowakowski, R.S. (1976). *The Development of the Hippocampal Region in the Rhesus Monkey*. Unpublished doctoral dissertation, Harvard University.

1971                      B.A., University of Wisconsin-Madison. Major: Psychology and Chemistry.

**Nondegree Education and Training**

1979–1981              Postdoctoral Scholar, Max-Planck-Institute for Biophysical Chemistry, Göttingen, Germany.

1976–1979              Postdoctoral Scholar, Duke University, Durham, North Carolina.

**Professional Experience**

2010–present           Randolph L. Rill Professor and Chair, Biomedical Sciences, College of Medicine, Florida State University.

## **Current Membership in Professional Organizations**

AAAS, Sigma Xi

Complex Trait Consortium

Society for Neuroscience

## **Teaching**

### **Courses Taught**

Advanced Topics in Biomedical Sciences (BMS5935)

Neuroscience and behavior (BMS6046C)

Foundations of Medicine 2

### **Doctoral Committee Member**

Trupiano, M, doctoral candidate

Nuta, A, doctoral candidate.

Wilmont, V. doctoral candidate (co-advisor)

## **Research and Original Creative Work**

### **Publications**

#### **Refereed Journal Articles**

RS Nowakowski, 2024. [My Life with Verne](#). Developmental Neuroscience 46 (3), 153-157

M Carmichael, N Hayes, R Nowakowski, 2024. [Stem Progenitor Cell Proliferation in the Brainstem After Spinal Cord Injury: A Potential Target for Therapeutic Intervention Distant From the Site of Injury](#) Neurosurgery 70 (Supplement\_1), 44-45.

Yanfa Sun, Jingjing Zhu, Yaohua Yang, Zichen Zhang, Hua Zhong, Guanghua Zeng, Dan Zhou, Richard S Nowakowski, Jirong Long, Chong Wu, Lang Wu, 2023. [Identification of candidate DNA methylation biomarkers related to Alzheimer's disease risk by integrating genome and blood methylome data](#). Translational psychiatry 13 (1), 387

I Zaletel, RS Nowakowski, TV Ness, 2023. [Open-access data, models and resources in neuroscience research](#) Frontiers in Neuroscience 17, 1142317



HJ Yong, MP Toledo, RS Nowakowski, YJ Wang, 2023. [Sex differences in the molecular programs of pancreatic cells contribute to the differential risks of type 2 diabetes](#)  
Endocrinology 163 (11), bqac156

I Zaletel, M Vidaković, RS Nowakowski, 2022. [NeuroMorpho Access Tool: A Simple GUI for Accessing NeuroMorpho. Org Database](#)

I Zaletel, K Milutinović, M Bajčetić, RS Nowakowski, 2022. [Differentiation of amyloid plaques between alzheimer's disease and non-alzheimer's disease individuals based on gray-level Co-occurrence matrix texture analysis](#). Microscopy and Microanalysis 27 (5), 1146-1153

## **Service**

### **Florida State University**

#### **FSU University Service**

Member, College of Medicine Strategic Planning Committee (2015–present).

Treasurer, Florida Medical Practice Plan (2015–present).

Member, Search Committee for Senior Associate Dean for research, COM (2023–present).

Member, Board of Directors Florida Medical Practice Plan (2010–present).

Member, College of Medicine Chairs Committee (2010–present).

Member, College of Medicine Executive Committee (2010–present).

#### **FSU College Service**

Member, College of Medicine Strategic Planning Committee (2015–present).

Member, Search Committee for Senior Associate Dean for Research, COM (2015–present).

Member, College of Medicine Chairs Committee (2010–present).

Member, College of Medicine Executive Committee (2010–present).

## **The Profession**

### **Editor for Refereed Journals**

*Developmental Neuroscience* (2008–present).

### **Editorial Board Membership(s)**

*Molecular Autism* (2009–present).

*Developmental Neuroscience* (1999–2002).

### **Reviewer or Panelist for Grant Applications**

Gubernatorial Appointee to the Florida Biomedical Research Adviser Council (2015–2024).

**Curriculum Vitae**  
**Anthony C. Speights, M.D.**

University Address: Division of Interdisciplinary Medical Sciences  
College of Medicine  
1115 West Call Street, Suite 3180  
Florida State University  
Tallahassee, Florida 32306-4300  
Phone: (850) 644-2113; Fax: (850) 645-0013

Email Address: anthony.speights@med.fsu.edu

**Professional Preparation**

2005 OBGYN Residency, Riverside Regional Medical Center,  
Newport News, Virginia

2001 Doctor of Medicine, University of South Florida,  
Tampa, FL. Major: Medicine

1996 Bachelor of Science, University of Florida, Gainesville,  
FL. Major: Microbiology and Cell Science. Minor:  
Chemistry

**Professional Credential(s)**

2005 – Present Florida State Medical Licensure.  
ME 93313

2013 – Present American Academy of HIV Medicine Specialist (AAHIVS)  
Certification. Recertified 2016, 2018, 2021

2008 – Present American Board of Obstetrics and Gynecology, Certified.  
Recertified 2014, 2020; Annual MOC Expires 12/2024

2005 – Present DEA  
Available upon request.

## Elected Fellow Status

Fellow of the American Congress of Obstetricians and Gynecologists (2008)

Diplomat of the American Board of Obstetrics and Gynecology (2008)

## Professional Experience

- 1/2023 - Present     ***Senior Associate Dean for Interdisciplinary Medical Sciences (IMS), FSU College of Medicine.*** Senior leadership of the IMS Division. In this role, I oversee the IMS Division, which consists of the IMS Bachelor's Degree Program, Undergraduate Pre-Health Advising, Pre-college and College Outreach, the Honors Medical Scholars Program and the Bridge to Clinical Medicine Master's Degree Program. The position includes oversight of student affairs, the academic dean's office, and budget management for all programs within the division.
- 7/2019 – 1/2023     ***Associate Dean for Interdisciplinary Medical Sciences (IMS), FSU College of Medicine.*** Senior leadership of the IMS Division. In this role, I oversee the IMS Division, which consists of the IMS Bachelor's Degree Program, Undergraduate Pre-Health Advising, Pre-college and College Outreach, the Honors Medical Scholars Program and the Bridge to Clinical Medicine Master's Degree Program. The position includes oversight of student affairs, the academic dean's office, and budget management for all programs within the division.
- 11/2017 – Present     ***Specialty Care Physician, CarePoint Health and Wellness Center, Tallahassee, Florida (part-time).*** Provide full spectrum HIV/AIDS and STI care. Review, revise and implement HIV related policies and procedures. Provide educational development for physicians, ARNP's and staff. Consultant to local physicians related to HIV specialty care. Teaching Florida State University (FSU) and Florida Agricultural and Mechanical University (FAMU) undergraduates, Bridge, M1 and M3 students about clinical HIV practice.

- 8/2017 – Present ***Director for the Bridge to Clinical Medicine Master's Degree Program.*** Leadership of the College of Medicine's Master's Degree Program. In this role, I oversee the College's premier pipeline program. The program identifies students who fit the mission of the college, but need more specialized training in academics and research methods prior to matriculating to medical school. The program accounts for approximately 10% of each entering medical student cohort.
- 4/2014 – Present ***Clinical Faculty Advisor, FSU-COM Summer Institute.*** Mentored High School students. Created and implemented rural related programs and trips. Supervised medical students during teaching activities during the camp.

### **Honors and Awards**

FSU College of Medicine Guardian of the Mission Award (2023)  
 FSU MLK Jr. Distinguished Faculty Service Award Nominee (2019, 2023)  
 FSU College of Medicine Outstanding Junior Faculty Educator Award (2017)

### **Current Membership in Professional Organizations**

American Academy of HIV Medicine (2013 – Present)  
 American Congress of Obstetricians and Gynecologists (2008 – Present)  
 National Academic Advising Association (2019 – Present)

### **Clinical Practice**

Big Bend Cares d/b/a CarePoint Health & Wellness Center – HIV/STI Specialty Care (part-time) (2017 – Present)

### **Teaching**

### **Medicine Courses (Lectures, Small Group Sessions, and Clinical Skills)**

ANS, Endocrine, Reproductive Systems (BMS 6045) (2016 – Present)  
 Cardiovascular-Pulmonary System CLC (BMS 6042) (2017 – Present)  
 Foundations of Medicine 1 CLC (BMS 6037) (2014 – Present)  
 Foundations of Medicine 2 CLC (BMS 6030) (2015 – Present)  
 Gastrointestinal System CLC (BMS 6040) (2017 – Present)  
 Host Defense CLC (BMS 6041) (2017 – Present)  
 Integrated Cases (BMS 6800) (2017)  
 Obstetrics and Gynecology Clerkship (BCC 7130) (2006 – 2009) (2015 – Present)  
 Pre-Clerkship Bootcamp (BMS 6801) (2016- Present)  
 Renal – Urinary System CLC (BMS 6043) (2017 – Present)

## **Medicine Courses Created/Directed**

Longitudinal Integrated Clerkships (LIC) Bootcamp – **Creator/Course Director**  
(2015 – 2022)

## **Master's Courses Directed**

Bridge Clinical Community Preceptorship (IHS 5905) – **Course Director** (2017-Present)  
Health Science Seminar (IHS 5935) – Bridge – **Course Co-Director** (2018 - Present)  
Research Writing (GMS 6001) – Bridge – **Course Co-Director** (2018 - Present)

## **Bachelor's Courses (Lectures and Seminar Presentations)**

Careers in Medicine (MDU 1000) (2017 – Present)  
Exploring Health Professions (IHS 1100) (2017 – Present)  
Delivering Patient Care (IHS 2121) (2017 – Present)  
Introduction to Medical Sciences (IHS 3122) (2017 – Present)  
Inquiry into Healthcare Research (IHS 4501) (2017 – Present)  
Medical Sciences Capstone (IHS 4901) (2017 – Present)

## **Curriculum Development**

**Master's Degree Program in Genetics Counseling** – currently in development.  
Anticipate first cohort 2027.

**FSU-CoM Florida Blue Community Health Immersions Curriculum – Co-Developer**  
Developed new, and augmented existing curriculum at the Bachelor's, Physician Assistant, and MD levels to highlight exposure to health literacy, mental health, homelessness, and food insecurity and how these issues affect healthcare in Florida. (2023-2028)

**Bridge Clinical Community Preceptorship (IHS 5905) - Extensive Revision.**  
Arranged semester long clinical preceptorships for Master's students in the Bridge to Clinical Medicine program. Recruited clinical faculty and locations, developed curriculum and assignments related to the experiences students received. The experience was designed to mimic the spring preceptorship for first year medical students and provide added clinical experiences to the Master's Program. (2017- present)

**Longitudinal Integrated Clerkships (LIC) Pre-Clinical Bootcamp – Developer.**  
One week, intensive, pre-clerkship experience to familiarize new M3's to the clerkship year prior to starting 5 concurrent clinical rotations. H&P skills (on real

in-patients), morning report, oral presentation skills, prescription writing, sterile technique, surgical scrub, hospital orientation, electronic fetal monitoring, fetal circulation review, normal labor, EHR, IV/phlebotomy. (2015 – 2022)

### **Medical Student Lectures (FSU College of Medicine)**

- Speights, A** (2023). *Drugs of Abuse in Pregnancy*
- Speights, A** (2023). *Contraception*
- Speights, A** (2022). *Drugs of Abuse in Pregnancy*
- Speights, A** (2022). *Contraception*
- Speights, A** (2021). *Drugs of Abuse in Pregnancy*

### **Master's Student Lectures (FSU COM Bridge to Clinical Medicine Master's Program)**

- Speights, A** (2023). *Overview of Course, Getting Organized: Literature Searches, Annotated Bibliography, Materials, Schedule, and Communication*
- Speights, A** (2023). *Reading and Reviewing Articles for Research*
- Speights, A** (2023). *SSTRIDE and Preceptorship Orientation*
- Speights, A** (2022). *Overview of Course, Getting Organized: Literature Searches, Annotated Bibliography, Materials, Schedule, and Communication*
- Speights, A** (2022). *Reading and Reviewing Articles for Research*
- Speights, A** (2022). *SSTRIDE and Preceptorship Orientation*
- Speights, A** (2022). *Overview of Course, Getting Organized: Literature Searches, Annotated Bibliography, Materials, Schedule, and Communication*
- Speights, A** (2021). *Reading and Reviewing Articles for Research*
- Speights, A** (2021). *SSTRIDE and Preceptorship Orientation*

### **Master's Student Lectures (FSU COM School of Physician Assistant Practice)**

- Speights, A** (2024). *Sexually Transmitted Infections*
- Speights, A** (2024). *Family Planning and Contraception*

### **Bachelor's Student Lectures**

- Speights, A** (2023). *Medical School Preparation and Admissions*  
FSU COM Interdisciplinary Medical Sciences Seminar
- Speights, A** (2023). *Medical School Preparation and Admissions*  
Florida A&M University
- Speights, A** (2022). *Medical School Preparation and Admissions (2 sessions)*  
FSU COM Interdisciplinary Medical Sciences Seminar
- Speights, A** (2022). *Medical School Preparation and Admissions*  
Florida A&M University
- Speights, A** (2021). *Medical School Preparation and Admissions*

FSU COM Interdisciplinary Medical Sciences Seminar  
**Speights, A** (2021). *Medical School Preparation and Admissions*  
 Florida A&M University

### Other Undergraduate and High School Lectures

**Speights, A** (2023). *Health Disparities*.  
 FSU College of Medicine Summer Institute (3 Sessions).  
**Speights, A** (2023). *Introduction to STD's and HIV*.  
 FSU College of Medicine Summer Institute. (3 sessions).  
**Speights, A** (2022). *Health Disparities*.  
 FSU College of Medicine Summer Institute (3 Sessions).  
**Speights, A** (2022). *Introduction to STD's and HIV*.  
 FSU College of Medicine Summer Institute. (3 sessions).  
**Speights, A** (2021). *Health Disparities*.  
 FSU College of Medicine Summer Institute (3 Sessions).  
**Speights, A** (2021). *Introduction to STD's and HIV*.  
 FSU College of Medicine Summer Institute. (3 sessions).

### Contracts and Grants

**Speights, A., McNeill, J.**, (2024 – present) *Capital Health Plan Bridge Endowment Scholarship*. Provides educational scholarships to master's students enrolled in the Bridge to Clinical Medicine Master's Program to offset educational expenses. Funded by Capital Health Plan. Total Award \$100,000 (In process)

**Speights, A., Foster, E.** (2023-2028) *FSU-CoM Florida Blue Community Health Immersions Curriculum Grant*. Provides funding to develop new and augment current curriculum at BS, PA, and MD levels to highlight exposures to health literacy, mental health, homelessness, and food insecurity and how those issues affect healthcare in Florida. Funded by the Florida Blue Foundation. Total award \$500,000 (2023-28).

**Speights, A., McNeill, J.** (2022- present) *Toffler Bridge Scholarship*. Providing an academic scholarship to a Bridge student with outstanding academic achievement. Funded by the Karen Toffler Charitable Trust. Total award \$15,000 annually.

**Speights, A., McNeill, J.** (2021- present) *Southern Medical Group MLK Scholarship*. Provides funding to create scholarships to currently enrolled Bridge students. Funded by Southern Medical Group. Total award \$25,000 with optional annual renewal.

**Speights, A., McNeill, J.**, (2021 – present) *Nadine L. Acloque "Baby Pearl" Scholarship*



*Endowment.* Provides scholarships to IMS students who are a part of BSU and/or Alpha Kappa Alpha Sorority, Inc. Total Endowment \$50,000. Established 2021.

**Anderson, T., Truell, J., Speights, A.** (2021-2026) *Booker High School After-school Premed Mentoring and Academic Enrichment Program, SSTRIDE Summer Institute Scholarships for Sarasota Students, and for the SSTRIDE Summer Intensive Studies Action Research Camp.* Funded by the Barancik Foundation. Total Award \$200,000.

## Service

### Professional Service

- 2018 – Present ***Florida Blue Sapphire Award Selection Committee.***  
Identification and selection of community service projects that are advancing the health and wellbeing of underserved populations within the state.
- 2014 – 2022 ***American Academy of HIV Medicine National Public Policy Committee Member.*** Creating national policy statements regarding HIV/AIDS related issues. Lobbying on behalf of the HIV/AIDS population within Congress and other national platforms.
- 2014 – 2021 ***Charter Member – Florida Statewide Ryan White Pharmacy and Therapeutics Committee.*** Creating, adopting and implementing a statewide formulary for medications related to HIV/AIDS care.

### University Related Service

- 2022 – 2024 ***Southern Association of Colleges and Schools Commission on Colleges (SACS-COC), College of Medicine Representative***  
Served as the college representative for university re-accreditation. The role entailed the review and approval of all teaching faculty assignments including cv, transcripts, professional licensing, board certifications, and qualification for teaching in BS, MS, PA, MD and PhD programs.
- 2018 – 2023 ***Council of Associate and Assistant Deans***  
This committee reviews, revises and creates policies related to the FSU undergraduate degree programs.
- 2019 – Present ***Chair - Interdisciplinary Medical Sciences Dean's Committee for Student Affairs.*** Serve as Chair of the internal IMS committee

tasked with addressing student affairs for the COM undergraduate major.

### College of Medicine Related Service

2024 – Present	<p><b>Incoming Chair – College of Medicine Curriculum Committee</b> This committee approves and enacts curricular changes adopted by the individual Year ½ and ¾ committees. The committee also reviews and approves elective courses provided during years 3 and 4. The committee is charged with ensuring curricular compliance with LCME standards.</p>
2021 – Present	<p><b>College of Medicine Curriculum Committee</b> This committee approves and enacts curricular changes adopted by the individual Year ½ and ¾ committees. The committee also reviews and approves elective courses provided during years 3 and 4. The committee is charged with ensuring curricular compliance with LCME standards.</p>
2019 – Present	<p><b>Student Evaluations and Promotion Committee.</b> Serve on the committee charged with evaluating student academic and professional concerns.</p>
2019 – Present	<p><b>FSU-COM Executive Committee.</b> This committee approves changes in curriculum, faculty affairs, and certifies graduates for the college.</p>
2019 – Present	<p><b>FSU-COM Student Awards Committee.</b> Serve on the committee that selects the medical students who receive COM graduation awards.</p>
2018 – Present	<p><b>College of Medicine Admissions Selection Committee.</b> Assist in selecting the students for the incoming medical student class.</p>
2017 – Present	<p><b>Clinical Faculty Advisor, Honors Medical Scholars Program, Florida State University College of Medicine.</b> Advise undergraduate students on coursework, community service, and policies related to medical school admissions.</p>
2017 – Present	<p><b>College of Medicine Year 1-2 Curriculum Committee Member.</b> Revising, reviewing and implementing changes to the M1 and M2 medical student curriculum.</p>
2017 – Present	<p><b>Faculty Advisor and Director,</b> Bridge to Clinical Medicine Master's Degree Program.</p>

- 2017 – Present ***FAMU/FSU Bridge Pipeline Project.*** Working directly with Dr. Lekan Latinwo, Chair of the FAMU Dept. of Biology to develop a direct pipeline from FAMU to the College of Medicine via Bridge. The project has increased the number of URM students accepted from FAMU into the COM.
- 2016 – Present ***College of Medicine Bridge to Clinical Medicine Student Selection Committee.*** Participating in the process of reviewing and selecting students to interview for the Bridge class. Participating in the ultimate selection of students chosen annually to participate in the Master's program.
- 2015 – Present ***College of Medicine Clinical Library Advisory Committee***
- 2015 – Present ***Rural Learning Experience (RuLE) Planning Committee.*** Served on the committee tasked with planning the annual rural immersion for incoming medical, physician assistant, honors medical scholar and undergraduate SSTRIDE students.
- 2014 – Present ***College of Medicine Admissions Committee Member.***
- 2014 – Present ***Year 3-4 Curriculum Committee.*** Revising, reviewing and implementing changes to the M3 and M4 medical student curriculum.

### **Community Related Service**

**Speights, A** (2018-p.) Florida Blue Foundation Sapphire Awards Selection Committee

### **3 Year Curriculum Vitae**

**Cynthia M Vied**

July 26, 2024

#### **General Information**

University address: Translational Science Laboratory  
College of Medicine  
1115 West Call St.  
Florida State University  
Tallahassee, Florida 32306-4340  
Phone: 850-645-8491

E-mail address: [cvied@fsu.edu](mailto:cvied@fsu.edu)

#### **Professional Preparation (Highest Degree Only)**

2002                      Doctor of Philosophy, University Of AL At Birmingham. Major:  
Biochemistry.

#### **Professional Experience**

2024–present           Senior Research Associate, Translational Science Laboratory, Florida State  
University.

2018–2024             Associate in Research, Translational Science Laboratory, Florida State  
University.

#### **Teaching**

##### **Doctoral Committee Member**

Jones, S., doctoral candidate. *Transgenerational Transmission of Phenotypes Associated with Paternal Aspartame Exposure.*

#### **Research and Original Creative Work**

##### **Publications**

## Refereed Journal Articles

- Grant Laskin, Ana Regina Cabrera Ayuso, Nicholas Greene, Robert Tomko Jr., Cynthia Vied, & Bradley Gordon. (2024). The mechanosensitive gene arrestin domain containing 2 regulates myotube diameter with direct implications for disuse atrophy with aging. *American Journal of Physiology-Cell Physiology*, 326(3), C768-C783. doi:10.1152/ajpcell.00444.2023
- Jones, S., McCarthy, D., Vied, C., Stanwood, G., Schatschneider, C., & Bhidé, P. (2023). Reply to Charles V. Vorhees: Aspartame and anxiety-like behavior. *Proceedings of the National Academy of Sciences*. Retrieved from <https://doi.org/10.1073/pnas.2304679120> doi:10.1073/pnas.2304679120
- Pajarillo, E., Nyarko-Danquah, I., Digman, A., Vied, C., Son, Deok-Soo, Lee, J., Aschner, M., & Lee, E. (2023). Astrocytic Yin Yang 1 is critical for murine brain development and protection against apoptosis, oxidative stress, and inflammation. *Glia*, 71(2), 450-466. Retrieved from <https://onlinelibrary.wiley.com/doi/10.1002/glia.24286> doi:10.1002/glia.24286
- Jones, S., McCarthy, D., Vied, C., Stanwood, G., Schatschneider, C., & Bhidé, P. (2022). Transgenerational transmission of aspartame-induced anxiety and changes in glutamate-GABA signaling and gene expression in the amygdala. *Proceedings of the National Academy of Sciences*. Retrieved from <https://doi.org/10.1073/pnas.2213120119> doi:10.1073/pnas.2213120119
- Dunlap, K. R., Laskin, G. R., Waddell, D. S., Black, A. J., Steiner, J. L., Vied, C., & Gordon, B. S. (2022). Aerobic exercise-mediated changes in the expression of glucocorticoid responsive genes in skeletal muscle differ across the day. *Molecular and Cellular Endocrinology*, 550, 111652. Retrieved from <https://doi.org/10.1016%2Fj.mce.2022.111652> doi:10.1016/j.mce.2022.111652
- Sheffler, J., Arjmandi, B., Quinn, J., Hajcak, G., Vied, C., Akhavan, N., & Naar, S. (2022). Feasibility of an MI-CBT ketogenic adherence program for older adults with mild cognitive impairment. *Pilot and feasibility studies*, 8(1). Retrieved from <https://europepmc.org/articles/PMC8783179> doi:10.1186/s40814-022-00970-z
- Tice, A., Laudato, J., Rossetti, M., Wolff, C., Esser, K., Lee, C., Lang, C., Vied, C., Gordon, B., & Steiner, J. (2021). Binge alcohol disrupts skeletal muscle core molecular clock independent of glucocorticoids. *American journal of physiology. Endocrinology and metabolism*, 321(5), E606-E620. Retrieved from <https://doi.org/10.1152/ajpendo.00187.2021> doi:10.1152/ajpendo.00187.2021
- Gill, W., Burgess, K., Vied, C., & Brown, R. (2021). Transgenerational evidence of increases in dopamine D2 receptor sensitivity in rodents: Impact on sensorimotor gating, the behavioral response to nicotine and BDNF. *Journal of psychopharmacology (Oxford*,

England), 35(10), 1188-1203. Retrieved from <https://doi.org/10.1177/02698811211033927> doi:10.1177/02698811211033927

## **Contracts and Grants**

### **Contracts and Grants Funded**

Bhide, P., Vied, C. M., & McCarthy, D. (Apr 2024–Mar 2027). *E-cigarette use during pregnancy and the GABA neurotransmitter system*. Funded by Florida Department of Health. Total award \$600,000.

Vied, Cynthia M (Co-PI), Gordon, Bradley S (PI), & Ledermann, Thomas (Co-PI). (Mar 2023–Nov 2024). *Resistance Exercise to Mitigate Glucocorticoid Myopathy During Alzheimer's*. Funded by National Institute on Aging. (1R03AG078886). Total award \$141,231.

Overton, James M (Co-PI), Lee, Choogon (Co-PI), Lenhert, Steven John (Co-PI), Vied, Cynthia M (Co-PI), Pinto, Jose Renato Dias Oliveira (Co-PI), Salazar Aranda, Gloria A (Co-PI), Delp, Judy Muller (PI), & Driscoll, Tristan Patrick (Co-PI). (Feb 2023–Nov 2026). *Role of Adiponectin in Reversal of Age-related Vascular Dysfunction*. Funded by National Heart Lung Blood Institute. (R01HL166591). Total award \$940,133.

Vied, C., Bhide, P., & Mc Carthy, D. (Jul 2020–Jun 2023). *Nicotine, germ cells and neurodevelopmental disorders*. Funded by Florida Department of Health James and Esther King Biomedical Research Program. (045250). Total award \$626,708.

## **Service**

### **Florida State University**

#### **FSU University Service**

Faculty member, Faculty Senate Library Committee (2023–present).

Task Force Member, Clinical Research & Trials Unit Task Force (2021–2022).

#### **FSU College Service**

Interviewer, College of Medicine Admissions Interviewing Committee (2022–present).



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

# CONSENT ITEM E



# FLORIDA STATE UNIVERSITY

## BOARD OF TRUSTEES

### *Academic Affairs Committee*

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#### **ACTION ITEM V**

**September 12, 2024**

**SUBJECT:** Termination of Management Master's Degree

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#### **PROPOSED COMMITTEE ACTION**

Request to approve the termination of the College of Business Management MS Degree

#### **AUTHORITY FOR BOARD OF TRUSTEES ACTION**

Florida Board of Governors Regulation 8.012

#### **BACKGROUND INFORMATION**

The Florida Board of Governors Regulation 8.012 states that each university's Board of Trustees has the responsibility and authority to terminate degree programs in order to "ensure the efficient use of state resources and maintain quality and relevancy of academic programs."

The Management MS degree program was identified by the Board of Governors in February 2023 as a degree program that did not meet the minimum statewide threshold for degree production. Master's degrees are required to grant 20 degrees within the previous 5-year period and the Management MS only granted 3 degrees. In Spring 2023 the College of Business decided to temporarily suspend new enrollments to the MS while the future of the degree program was discussed. Currently, there are no students enrolled in the degree.

The College of Business has determined that current student demand favors majors within the MBA program rather than the Management MS. The MBA degree is widely recognized and valued by employers and prospective students. Additionally, the MBA degree offers more flexibility and customization options for students to choose from various concentrations and electives.

The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) has been notified of the University's intention to terminate this program, pending Board of Trustees approval.



**Academic Degree Program Termination**  
In Accordance with Board of Governors Regulation 8.012,  
Academic Program Termination and Temporary Suspension of New Enrollments

**Institution:** Florida State University

**Program Name:** Management

**Degree Level(s):** MS **CIP Code:** 52.0201  
B, M, M+D, Ed.D., Ph.D., Professional

**Anticipated Termination Term:** Spring 2023  
First term when no new students will be accepted into the program

**Anticipated Phase-Out Term:** Spring 2025  
First term when no student data will be reported for this program

*Each university board of trustees has the responsibility and authority to approve termination of degree programs at the undergraduate, graduate, and professional levels with the exception of master's degree programs in nursing, which must be approved by the Board of Governors in accordance with Board Regulation 8.008. Upon termination of a degree program, the university will submit to the Board of Governors' office a request for termination prior to the start of the effective term. Upon resolution of any outstanding issues regarding the program's termination, the change will be added to the State University System Academic Degree Program Inventory, and a letter of notification shall be provided to the institution.*

1. Does the proposed program qualify as a Program of Strategic Emphasis, as described in the Florida Board of Governors 2025 System Strategic Plan?

[Programs of Strategic Emphasis List](#)

☐ Yes, it does qualify as a Program of Strategic Emphasis.

X No, it does not qualify as a Program of Strategic Emphasis.

Programs of Strategic Emphasis Waiver (*for baccalaureate programs only*)

Does the program fall under one of the CIP codes listed below?

☐ Yes

☐ No

If yes, students in the program will be eligible for the Programs of Strategic Emphasis waiver. For additional details, refer to [Board Regulation 7.008](#) and the [Programs of Strategic Emphasis Waiver Guidance](#).

CIP CODE	CIP TITLE
11.0101	Computer and Information Sciences
11.0103	Information Technology
13.1001	Special Education
13.1202	Elementary Teacher Education
14.0801	Civil Engineering
14.0901	Computer Engineering
14.1001	Electrical and Electronics Engineering
27.0101	Mathematics
40.0801	Physics
52.0301	Accounting
52.0801	Finance
52.1201	Management Information Systems

2. Provide a narrative rationale for the request to terminate the program.

The Management MS degree was designed to provide students with advanced knowledge and skills in the field of management. The degree was intended to prepare students for leadership roles in various organizations and industries. However, the degree has been dormant and there are no longer any students enrolled in the program. Current student demand favors majors in the MBA rather than a Management MS. The MBA degree is more widely recognized and valued by employers and prospective students. The MBA degree also offers more flexibility and customization options for students to choose from various concentrations and electives.

3. Indicate on which campus(es) the program is being offered and the extent to which the proposed termination has had or will have an impact on enrollment, enrollment planning, and/or the reallocation of resources.

The Management MS degree has been historically offered on the Tallahassee Main Campus. As the enrollment has been low for the past few years, the impact on enrollment, enrollment planning, and reallocation of resources will be minimal.

4. Explain how the university intends to accommodate any students or faculty currently active in the program scheduled to be terminated. State what steps have been taken to inform students and faculty of the intent to terminate the program.

There are currently no students enrolled in the degree program. Faculty and college administration have been discussing the termination of the MS degree since its suspension in Spring 2023. Faculty associated with the Management MS degree program will continue to teach in the MBA degree programs, as well as in the college doctoral programs.

5. Provide the date the teach-out plan was submitted to the institution's accreditor. Include a copy of the notification letter with your submission.

Since there are currently no students enrolled in the degree, there is no teach out necessary. SACSCOC was notified on July 30, 2024 of the intention to terminate the Management MS; see attached.

6. Identify the process for evaluating and mitigating any potential negative impact of the proposed action on the current representation of faculty and students in the program.

Since there are no students enrolled in the MS degree program, there will be no negative impact on students. Faculty associated with the Management MS degree program will continue to teach in the MBA degree programs, as well as in the college doctoral programs.

7. If this is a baccalaureate program, explain how and when the Florida College System institutions have been notified of its termination so that students can be notified accordingly.

This is a graduate degree program.

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**Required Signatures**

\_\_\_\_\_  
Provost's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board of Trustees Chair's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date Approved by the Board of Trustees



FLORIDA STATE UNIVERSITY  
OFFICE OF THE PROVOST

July 30, 2024

Dr. Kevin W. Sightler, Director of Substantive Change  
Southern Association of Colleges and Schools  
Commission on Colleges  
1866 Southern Lane  
Decatur, GA 30033-4588

Dear Dr. Sightler:

This serves as notification that the university intends to terminate the **Master of Science degree program in Management (MSM)** effective September 13, 2024.

College of Business faculty made the decision to terminate the MSM program because of low student demand. The MSM program last admitted students in 1995 and the last degree was awarded in 2000.

Faculty advised the students and staff of the closure in July 2024. The closure will not negatively impact students, faculty, or staff. Faculty and staff remain in the College of Business. No students are enrolled in the program. The website was updated to reflect current program offerings.

The closure of the degree program is pending approval of the FSU Board of Trustees and SACSCOC. The FSU Board of Trustees is scheduled to take action on the program at its September meeting.

Please let me know if you need additional information.

Sincerely,

Ruth Storm, Ph.D.  
Associate Provost and Associate Vice President for Academic Affairs

cc: Provost James Clark                      Dr. Amy Guerette  
Dr. Janet Kistner                              Dr. James Hunt  
Dr. Michael Hartline  
Dr. Kim Barber  
Mr. John Barnhill

## **ADDITIONAL COMMITTEE CONSIDERATIONS**

None

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**Supporting Documentation Included:** BOG Academic Degree Program Termination Management MS Form

**Submitted by:** Office of Faculty Development and Advancement



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

# CONSENT ITEM F



# FLORIDA STATE UNIVERSITY

## BOARD OF TRUSTEES

### *Academic Affairs Committee*

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#### **ACTION ITEM VI**

**September 12, 2024**

**SUBJECT:** Revised FSU Regulation 5.099 – Development, Temporary Suspension, and Termination of Degree and Certificate Programs

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#### **PROPOSED COMMITTEE ACTION**

Request to approve revisions to FSU Regulation 5.099, including updated title and content.

#### **AUTHORITY FOR BOARD OF TRUSTEES ACTION**

Florida Board of Governors Regulation 8.011 and 8.012

#### **BACKGROUND INFORMATION**

This amendment brings the current FSU Regulation 5.099 into compliance with Board of Governors Regulations 8.011 and 8.012. The amended regulation includes an updated sequence of steps for proposing a new degree program and clarifies certain aspects of both temporary suspension of new enrollments and termination of a degree program.

#### **ADDITIONAL COMMITTEE CONSIDERATIONS**

None

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**Supporting Documentation Included:** FSU Regulation 5.099: Development, Temporary Suspension, and Termination of Degree and Certificate Programs

**Submitted by:** Office of Faculty Development and Advancement



**SUBSTANTIALLY REWRITTEN (REDLINE FOLLOWS)**

**FSU 5.099: Development, Temporary Suspension, and Termination of Degree and Certificate Programs**

(1) The Board of Trustees of Florida State University establishes the following procedures for new degree and certificate program development, temporary suspension of new enrollments, and termination.

(a) Degree and certificate development, temporary suspension of new enrollments, and termination must comply with Florida Board of Governors (FBOG) Regulations 8.011 and 8.012.

(b) The faculty creates, approves, and modifies all curricula, including degree and certificate programs.

(c) Initiation of the university's formal processes related to new program development, temporary suspension, or termination requires authorization by the dean of the sponsoring college or designee to ensure fit with strategic goals and priorities of the college.

(d) University administration makes the final determination of whether funding and institutional priorities support the approval of new program development in a manner consistent with the University's mission and strategic goals.

**(2) Definitions (FBOG Regulation 8.011)**

(a) Degree Program: "An organized curriculum leading to a degree in an area of study recognized as an academic discipline by the higher education community, as demonstrated by the assignment of a Classification of Instructional Programs (CIP) code by the National Center for Educational Statistics or as demonstrated by the existence of similar degree programs at other colleges and universities."

(b) Program Major: "An organized curriculum offered as part or all of an existing or proposed degree program. A program major, or its equivalent, shall be reasonably associated with the degree program under which it is offered and shall share core courses with all other majors within the same degree program. Core courses shall not include common prerequisites as defined in section 1007.25, Florida Statutes. Although the major and the degree program names are identical in some cases, only the degree program shall be assigned a CIP code and included in the State University System Academic Degree Program Inventory as a stand-alone program."

(c) College Credit Certificate Program: "An organized curriculum of college credit courses offered as a distinct area of study that leads to specific educational or occupational goals, and for which the university awards a certificate, diploma, or similar form of recognition upon completion."

**(3) Development of New Degree and Certificate Programs:**

(a) New academic degree and certificate programs may not be implemented at an educational site that has not been approved in accordance with FBOG

Regulation 8.009 or recognized by the university's institutional accreditation agency.

(b) The process for proposing and approving new degree programs requires three stages that must occur in the following sequential manner.

1. Annual List of Anticipated New Degree Programs: Per FBOG Regulation 8.011, the FSU Board of Trustees (BOT) must annually review and approve a list of new academic degree programs the university anticipates developing in the upcoming academic year. Only those programs included on the university's list may proceed with the FBOG approval processes during that given academic year. The Office of Faculty Development and Advancement (OFDA) shall maintain the list of the university's proposed new programs that have approval of the appropriate college dean or designee, the institutional accreditation liaison or designee, and the Provost. These approvals are required before OFDA presents the final list to the BOT for approval. Once approved by the BOT, the OFDA must submit the approved list to the FBOG for review by the Chancellor or designee.
2. SUS CAVP-ACG Pre-proposal: Following placement of a proposed program on the FBOG Anticipated New Degree Programs list, further action requires development of a pre-proposal for submission to the State University System (SUS) Council of Academic Vice Presidents Academic Coordination Group (CAVP-ACG) for approval. The pre-proposal must be drafted by the academic unit, approved by the dean of the college or designee, and then reviewed and submitted to the CAVP-ACG by the OFDA. Any concerns raised by the CAVP-ACG must be addressed in the new degree Proposal to Implement.
3. Proposal to Implement: Following approval by the CAVP-ACG, the Proposal to Implement may be initiated. The proposal must be developed by the academic unit using the FBOG new degree proposal format which addresses topics such as: consistency with institutional and state-level strategic plans, student and workforce demand, duplication of existing programs, curriculum, program faculty, and institutional resources. An external review is required for doctoral and professional degrees.
  - a. The Proposal to Implement must be reviewed and approved by all relevant department, school, and college curriculum committees and the dean of the sponsoring college or designee prior to submission to the OFDA.
  - b. After a technical review of the Proposal to Implement, the OFDA is responsible for routing it through the university approval process prior to placing it on the meeting agenda for the BOT to review and approve.
  - c. Following BOT approval of the Proposal to Implement, the OFDA sends BOT-approved degree programs to the FBOG.

BOT-approved bachelors, master's, and specialist degrees undergo a technical review followed by placement on the SUS Academic Degree Program Inventory. BOT-approved research doctorates and professional degrees require FBOG approval as an agenda item during one of its regular meetings prior to placement on the SUS Academic Degree Inventory.

d. Once approved by the FBOG, the OFDA shall notify the sponsoring college and institutional administrators.

(c). The process for proposing new college credit certificate programs follows the institutional process outlined in FSU Policy 3A-1. Once approved by the all committees and offices noted in FSU Policy 3A-1, the OFDA shall notify the sponsoring college and institutional administrators.

(4) Temporary Suspension of New Enrollments in a Degree or Certificate Program

(a) Units considering the temporary suspension of new enrollments for an entire degree program (i.e., including all majors within) must consult with the OFDA, as well as the institutional accreditation liaison or designee, and complete the required form. The request must be reviewed and approved by the department chair and the dean of the college prior to review and approval by the institutional accreditation liaison or designee and university administrators.

1. BOG Regulation 8.012 limits temporary suspension of new enrollments in a degree program to a maximum of 9 semesters, including summer. Degree programs that are temporarily suspended remain active on the SUS Academic Degree Program Inventory, but no new students may be admitted.

2. Once approved, the OFDA shall notify the sponsoring college and institutional administrators. The sponsoring college is responsible for updating the department or program website with notice of the temporary suspension of admissions.

(b) Units considering the temporary suspension of new enrollments for a college credit certificate program must consult with the OFDA, as well as the institutional accreditation liaison or designee, for guidance with the institutional processes outlined in FSU Policy 3A-1. Temporary suspension of new enrollments in certificate programs is limited to a maximum of 6 semesters, including summer.

(c) The temporary suspension of a major within a degree program that has other active majors is governed by a less formal process that is organized by the OFDA.

(5) Termination of a Degree or Certificate Program

(a) Units intending to terminate a degree program must work with the OFDA, as well as the institutional accreditation liaison or designee, to plan for the termination and an approved teach out plan to accommodate active students and faculty affected by the program termination.

1. The termination of degree programs is governed by the BOG Regulation 8.012 and must follow FSU Policy 3A-4 related to teach out requirements.

2. The Board of Trustees has authority for termination of degree programs at the undergraduate, graduate, and professional levels except for master's degree programs in nursing, which must be approved by the FBOG in accordance with Regulation 8.008. The BOT approval for a degree program termination must be granted prior to the start of the effective term.

3. With the assistance of the OFDA and the institutional accreditation liaison, the unit must complete the "Academic Degree Program Termination" form and the "Teach Out Plan Summary" form.

4. The OFDA must route the required forms for administrator approval and then place the item, along with required forms, on the meeting agenda for approval by the FSU Board of Trustees. Following approval from the FSU Board of Trustees, the degree program termination paperwork is submitted to the FBOG by the OFDA. Following a FBOG technical review, the degree program will be removed from the SUS Academic Degree Program Inventory and the FBOG will notify the institution.

5. Once approved for termination, the OFDA shall notify the sponsoring college and university administrators. The sponsoring college is responsible for updating the department or program website with notice of the termination and teach out status of the degree program.

(b) Units intending to terminate a college credit certificate program must work with the OFDA, as well as the institutional accreditation liaison or designee, to plan for the termination and an approved teach out plan to accommodate active students and faculty affected by the termination. The termination of certificate programs must follow FSU Policy 3A-1 as related to college credit certificates and FSU Policy 3A-4 related to teach out requirements.

(c) The termination of a major within a degree program that has other active majors is governed by a less formal process that is organized by the OFDA.

Authority: BOG Regulations 1.001(3) (j), (4) (a), 8.009, 8.011 and 8.012, BOG Regulation Procedure July 21, 2005, History: New 1-18-18, \_\_\_\_\_

## **REDLINE**

FSU-5.099: Development, ~~Approval, Temporary Suspension, and Termination, and~~  
**Suspension** of Degree and Certificate Programs

1) ~~(1)~~—~~The purpose of this Regulation is to outline~~Board of Trustees of Florida State University establishes the following procedures governing for new degree and certificate program development, as well as temporary suspension of new enrollments, and termination, at Florida State University. The core tenets that guide the process are:

a. ~~(a)~~—Degree and certificate development, temporary suspension of new enrollments, and termination must comply with Florida Board of Governors Regulations (FBOG) 8.011 and 8.012.

b. The faculty creates, approves, and modifies all curricula, including degree and certificate programs.

c. ~~(b)~~—~~The~~Initiation of the university's formal processes related to new program development, temporary suspension, or termination requires authorization by the dean of the sponsoring college or designee to ensure fit with strategic goals and priorities of the college.

d. University administration ~~determines~~makes the final determination of whether funding and funding institutional priorities support the approval of specific degree programs, given the resources needed to support those programs new program development in a manner consistent with the University's status as a preeminent institution mission and strategic goals.

~~(c)~~—All portions of the Florida State University degree approval process, including criteria for degree approval, must be consistent with Florida Board of Governors Regulation 8.011, Authorization of New Academic Degree Programs and Other Curricular Offerings. [See especially (3) (a), Institutional and State-Level Accountability and (3) (b), Institutional Readiness.]

~~(d)~~—The Florida Board of Governors (BOG) retains authority for reviewing all research doctoral and professional degree proposals and delegates authority for all degrees below that level (specialist, master's, bachelor's) to the Florida State University (FSU) Board of Trustees.

~~(2)~~—Board of Governors Regulation 8.011 [(2) (a) and (b)] defines both an academic degree program and a major within an academic degree program.

2) ~~(a)~~ A degree program is defined as “anDefinitions (FBOG Regulation 8.011)

a. Degree Program: “An organized curriculum leading to a degree in an area of study recognized as an academic discipline by the higher education community, as demonstrated by the assignment of a Classification of Instructional Programs (CIP) Codecode by the National Center for EducationEducational Statistics; or as demonstrated by the existence of similar degree programs at other colleges and universities.”

~~b. (b) A major is defined as “an~~Program Major: “An organized curriculum offered as part or all of an existing or proposed degree program. A program major, or its equivalent, shall be reasonably associated with the degree program under which it is offered and shall share common-core courses with any~~all other majors within the same degree program.” Majors may be developed during. Core courses shall not include common prerequisites as defined in section 1007.25, Florida Statutes. Although the major and the degree process by describing the various majors within program names are identical in some cases, only the curriculum section of the common SUS new degree proposal format, or they may be added to an existing degree using the New Major (Within Existing program shall be assigned a CIP code and included in the State University System Academic Degree Program) Proposal. Inventory as a stand-alone program.”~~

~~(3) — All formal new degree proposals are developed by FSU faculty members, individually or in groups, whether or not they hold an administrative role such as program director or department chair. The process for approving new degrees requires two stages within FSU (Proposal to Explore and Proposal to Implement) as well as the CAVP Academic Coordination Group Pre-Proposal and presentation.~~

~~—— (a) — Early in the development process, the lead faculty author works with the Office of Faculty Development and Advancement to prepare a CAVP Pre-Proposal for the Provost’s approval. This approved Pre-Proposal is then discussed in accordance with the CAVP Academic Coordination Group’s procedures.~~

~~(b) — The Proposal to Explore is reviewed and approved by the committees and individuals listed in Steps 1-9 below, with schools outside of colleges beginning at Step 3. Approved proposals are included in the University’s annual BOG Workplan;~~

~~—— 1. Department/School Faculty Curriculum Committee~~

~~—— 2. Department Chair/School Director/Program Director~~

~~—— 3. College/School Faculty Curriculum Committee~~

~~—— 4. Dean or School Director~~

~~—— 5. Faculty Senate Undergraduate or Graduate Policy Committee, as appropriate~~

~~—— 6. SACSCOC Liaison~~

~~—— 7. Vice President for Faculty Development and Advancement~~

\_\_\_\_\_8. Provost

\_\_\_\_\_9. FSU Board of Trustees (discussion in Academic Affairs Subcommittee)

\_\_\_\_\_ (c) \_\_\_\_\_ The Proposal to Implement, written in accordance with the common State University System (SUS) new degree proposal format, is reviewed and approved by the committees and individuals listed in Steps 1-11 below, with schools outside of colleges beginning at Step 3. After approved by each of these faculty and administrative entities, degrees (except for research doctorate and professional) are implemented by informing the Board of Governors Office, which places them on the SUS Degree Program Inventory after a technical review. (At times, implementation of bachelor's degree programs is contingent upon BOG approval of limited-access status or an exception to the 120-credit-hour limit.) As soon as the degree is placed on the SUS Degree Inventory, it is also placed on the FSU Degree Program Inventory:

\_\_\_\_\_1. Department/School Faculty Curriculum Committee

\_\_\_\_\_2. Department Chair/School Director/Program Director

\_\_\_\_\_3. College/School Faculty Curriculum Committee

\_\_\_\_\_4. Dean or School Director

\_\_\_\_\_5. Faculty Senate Undergraduate or Graduate Policy Committee, as appropriate

\_\_\_\_\_6. SACSCOC Liaison

\_\_\_\_\_7. Library Director

\_\_\_\_\_8. Equal Opportunity Officer

\_\_\_\_\_9. Vice President for Faculty Development and Advancement

\_\_\_\_\_10. Provost

\_\_\_\_\_11. FSU Board of Trustees (discussion in Academic Affairs Subcommittee)

\_\_\_\_\_ (d) All research doctorate and professional degrees must be reviewed by a qualified external consultant prior to consideration by the FSU Board of Trustees. The reviewer's report is advisory to the FSU Board of Trustees. After Board of Trustees approval, research doctorate and professional degrees are forwarded to the Board of Governors staff in

preparation for Board of Governors review and approval. Degrees at these levels are placed on the appropriate degree inventories only after approval by the BOG.

~~(4) The process for terminating an FSU degree program mirrors that found in Board of Governors Regulation 8.012. The academic unit requesting termination prepares an “Academic Degree Program Termination Form” for the Provost’s approval, then the issue is placed on the FSU Board of Trustees agenda for final approval of bachelor’s, master’s, and specialist degrees and initial approval of research doctorates and professional degrees. Degrees at the professional and doctoral levels are terminated only with approval from the Board of Governors and require a teach-out plan, in accordance with the FSU Teach-Out Policy (FSU Policy 3A-4). Majors within degrees are terminated through a less formal process that requires neither BOT approval nor a formal teach-out. Either the Graduate Policy Committee or the Undergraduate Policy Committee of the Faculty Senate (as appropriate) may recommend termination of a degree program based on the results of its review.~~

~~(5) Temporary suspensions of FSU degree programs also follow the requirements set forth in Board of Governors Regulation 8.012 and require the unit to prepare a “Request for Temporary Suspension of New Enrollments in an Academic Degree Program” form. Programs may be suspended for up to 9 semesters. After that time, the degree may either be terminated or a request made to the Board of Governors for an extension of the suspension period. Either the Graduate Policy Committee or the Undergraduate Policy Committee of the Faculty Senate (as appropriate) may recommend suspension of a degree program based on the results of its review.~~

~~Authority: BOG Regulation Procedure July 21, 2005, BOG Regulations 1.001(3) (j), 1.001(4) (a), and Florida Board of Governors Regulations 8.011 and 8.012. History: New 1-18-18~~

c. College Credit Certificate Program: “An organized curriculum of college credit courses offered as a distinct area of study that leads to specific educational or occupational goals, and for which the university awards a certificate, diploma, or similar form of recognition upon completion.”

3) Development of New Degree and Certificate Programs:

a. New academic degree and certificate programs may not be implemented at an educational site that has not been approved in accordance with FBOG



Regulation 8.009 or recognized by the university's institutional accreditation agency.

- b. The process for proposing and approving new degree programs requires three stages that must occur in the following sequential manner.
  - i. Annual List of Anticipated New Degree Programs: Per FBOG Regulation 8.011, the FSU Board of Trustees (BOT) must annually review and approve a list of new academic degree programs the university anticipates developing in the upcoming academic year. Only those programs included on the university's list may proceed with the FBOG approval processes during that given academic year. The Office of Faculty Development and Advancement (OFDA) shall maintain the list of the university's proposed new programs that have approval of the appropriate college dean or designee, the institutional accreditation liaison or designee, and the Provost. These approvals are required before OFDA presents the final list to the BOT for approval. Once approved by the BOT, the OFDA must submit the approved list to the FBOG for review by the Chancellor or designee.
  - ii. SUS CAVP-ACG Pre-proposal: Following placement of a proposed program on the FBOG Anticipated New Degree Programs list, further action requires development of a pre-proposal for submission to the State University System (SUS) Council of Academic Vice Presidents Academic Coordination Group (CAVP-ACG) for approval. The pre-proposal must be drafted by the academic unit, approved by the dean of the college or designee, and then reviewed and submitted to the CAVP-ACG by the OFDA. Any concerns raised by the CAVP-ACG must be addressed in the new degree Proposal to Implement.
  - iii. Proposal to Implement: Following approval by the CAVP-ACG, the Proposal to Implement may be initiated. The proposal must be developed by the academic unit using the FBOG new degree proposal format which addresses topics such as: consistency with institutional and state-level strategic plans, student and workforce demand, duplication of existing programs, curriculum, program faculty, and institutional resources. An external review is required for doctoral and professional degrees.
    - 1. The Proposal to Implement must be reviewed and approved by all relevant department, school, and college curriculum committees and the dean of the sponsoring college or designee prior to submission to the OFDA.
    - 2. After a technical review of the Proposal to Implement, the OFDA is responsible for routing it through the university approval process prior to placing it on the meeting agenda for the BOT to review and approve.
    - 3. Following BOT approval of the Proposal to Implement, the OFDA sends BOT-approved degree programs to the FBOG.

BOT-approved bachelors, master's, and specialist degrees undergo a technical review followed by placement on the SUS Academic Degree Program Inventory. BOT-approved research doctorates and professional degrees require FBOG approval as an agenda item during one of its regular meetings prior to placement on the SUS Academic Degree Inventory.

4. Once approved by the FBOG, the OFDA shall notify the sponsoring college and institutional administrators.

c. The process for proposing new college credit certificate programs follows the institutional process outlined in FSU Policy 3A-1. Once approved by the all committees and offices noted in FSU Policy 3A-1, the OFDA shall notify the sponsoring college and institutional administrators.

4) Temporary Suspension of New Enrollments in a Degree or Certificate Program

a. Units considering the temporary suspension of new enrollments for an entire degree program (i.e., including all majors within) must consult with the OFDA, as well as the institutional accreditation liaison or designee, and complete the required form. The request must be reviewed and approved by the department chair and the dean of the college prior to review and approval by the institutional accreditation liaison or designee and university administrators.

i. BOG Regulation 8.012 limits temporary suspension of new enrollments in a degree program to a maximum of 9 semesters, including summer. Degree programs that are temporarily suspended remain active on the SUS Academic Degree Program Inventory, but no new students may be admitted.

ii. Once approved, the OFDA shall notify the sponsoring college and institutional administrators. The sponsoring college is responsible for updating the department or program website with notice of the temporary suspension of admissions.

b. Units considering the temporary suspension of new enrollments for a college credit certificate program must consult with the OFDA, as well as the institutional accreditation liaison or designee, for guidance with the institutional processes outlined in FSU Policy 3A-1. Temporary suspension of new enrollments in certificate programs is limited to a maximum of 6 semesters, including summer.

c. The temporary suspension of a major within a degree program that has other active majors is governed by a less formal process that is organized by the OFDA.

5) Termination of a Degree or Certificate Program

a. Units intending to terminate a degree program must work with the OFDA, as well as the institutional accreditation liaison or designee, to plan for the termination and an approved teach out plan to accommodate active students and faculty affected by the program termination.

- i. The termination of degree programs is governed by the BOG Regulation 8.012 and must follow FSU Policy 3A-4 related to teach out requirements.
  - ii. The Board of Trustees has authority for termination of degree programs at the undergraduate, graduate, and professional levels except for master's degree programs in nursing, which must be approved by the FBOG in accordance with Regulation 8.008. The BOT approval for a degree program termination must be granted prior to the start of the effective term.
  - iii. With the assistance of the OFDA and the institutional accreditation liaison, the unit must complete the "Academic Degree Program Termination" form and the "Teach Out Plan Summary" form.
  - iv. The OFDA must route the required forms for administrator approval and then place the item, along with required forms, on the meeting agenda for approval by the FSU Board of Trustees. Following approval from the FSU Board of Trustees, the degree program termination paperwork is submitted to the FBOG by the OFDA. Following a FBOG technical review, the degree program will be removed from the SUS Academic Degree Program Inventory and the FBOG will notify the institution.
  - v. Once approved for termination, the OFDA shall notify the sponsoring college and university administrators. The sponsoring college is responsible for updating the department or program website with notice of the termination and teach out status of the degree program.
- b. Units intending to terminate a college credit certificate program must work with the OFDA, as well as the institutional accreditation liaison or designee, to plan for the termination and an approved teach out plan to accommodate active students and faculty affected by the termination. The termination of certificate programs must follow FSU Policy 3A-1 as related to college credit certificates and FSU Policy 3A-4 related to teach out requirements.
- c. The termination of a major within a degree program that has other active majors is governed by a less formal process that is organized by the OFDA.



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

# CONSENT ITEM G



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES  
*Academic Affairs Committee*

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**ACTION ITEM VII**

**September 12, 2024**

**SUBJECT:** FSU-3.045 College of Law Student Conduct Code

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**PROPOSED COMMITTEE ACTION**

Request to repeal FSU-3.045 College of Law Student Conduct Code

**AUTHORITY FOR BOARD OF TRUSTEES ACTION**

Board of Governors Regulation 1.001 (3) (j), (4); Florida Board of Governors Regulation Development Procedure for State University Boards of Trustees

**BACKGROUND INFORMATION**

This regulation addresses only academic misconduct and is exclusively for the College of Law. The university academic honor regulation specifies that the professional colleges are governed by the academic integrity policies and procedures of their respective colleges. The College of Law has adopted and enforces academic integrity policies and procedures which are located at <https://law.fsu.edu/academics/academic-resources/academic-rules-policies>. As a result, this regulation is not needed.

**ADDITIONAL COMMITTEE CONSIDERATIONS**

None

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**Supporting Documentation Included:** FSU-3.045 College of Law Student Conduct Code

**Submitted by:** Office of the Provost

### **~~FSU-3.045 College of Law Student Conduct Code.~~**

~~(1) Definitions and Violations. This Code defines and prohibits:~~

~~(a) Cheating. Cheating is receiving or giving unauthorized aid or assistance in the completion of examinations or of any other work used in evaluating a student's academic performance.~~

~~(b) ——— Plagiarism. Plagiarism is representing the work of another as the student's own. Students are expected to know and employ accepted conventions of citation and attribution. Failure to indicate quoted or paraphrased sources constitutes plagiarism. More specific definitions of plagiarism for particular courses or in particular contexts may be supplied by a course instructor, editor, or faculty employer of a student. A student should request clarification in case of doubt. Any student charged under this section may prove by a preponderance of the evidence that the misrepresentation of work resulted from mistake or inadvertence as a complete defense.~~

~~(c) Library Offenses. Library offenses are sequestering, hiding or mutilating library materials, or using the library or library materials in a manner which violates official library rules on manner or length of use.~~

~~(d) ——— Disruption. Disruption is disturbance of or interference with the scholarly pursuits of the College. It includes, but is not limited to, interference with the conduct of an examination, defiance of rulings or instructions issued by an instructor or proctor in the course of an examination, and defacing or destroying class notes, drafts, or any other scholarly or administrative work product of faculty, fellow students, or other users of College facilities.~~

~~(e) Fraud. Fraud is material falsification of documents or any other form of deceit or misrepresentation committed in regard to the administrative or academic processes of the College of Law.~~

~~(f) Serious Misconduct. Other serious misconduct is intentional and serious offenses involving acts for which criminal or other punitive sanctions are provided by~~

~~federal, state, or local law, or ordinance that directly relate to a student's fitness to continue as a student at the College.~~

~~(2) Procedures.~~

~~(a) Initiation of Code Violation Investigation. Students, faculty and staff of the College are expected to inform the Dean of any facts constituting cause to believe a violation of this Code has been committed, or will be committed. Failure to report information is not a violation of this Code. The information required under this section may be communicated in confidence, and the fact that such a communication has been received shall not be disclosed until the Dean determines that probable cause exists.~~

~~(b) Investigation.~~

~~1. The Dean shall appoint a faculty member as investigator upon determining that the reported facts constitute probable cause to believe a violation of this Code has occurred. The investigator should not be either an accuser or anticipated witness in the matter.~~

~~2. The investigator shall:~~

- ~~a. Notify the accused of the allegations, the investigation, and the accuser;~~
- ~~b. Interview all persons believed to have knowledge of the facts and circumstances surrounding the alleged offense, provided such persons are within the reach of the investigator without subpoena powers;~~
- ~~c. Interview the accused if considered appropriate and if the accused agrees, provided that the accused may terminate the interview at any time;~~
- ~~d. Report findings and recommendations to the Dean. A recommendation to proceed shall be supported by a complaint. A recommendation to terminate shall give reasons. In either case, a recommendation shall be supported by documentation as to the findings.~~

~~(c) Dean's Review of Recommendations. The Dean shall review the investigator's findings and recommendations. The Dean may accept or reject recommendations in whole or in part, and may adopt or revise a proposed complaint. The Dean may also initiate a complaint although the investigator has recommended a termination of~~

~~proceedings, but the Dean must provide a statement of reasons and documentation explaining the decision to proceed.~~

~~(d) Proceedings After Dean's Review.~~

~~1. After reviewing the Dean shall advise the accused in writing of a decision to terminate proceedings or to proceed with a complaint. A decision to terminate is final and concludes the matter. A decision to proceed shall be accompanied by copies of the complaint, the investigator's findings and recommendations, and the documentation supporting them. The accused shall also be provided with a copy of this Code.~~

~~2. Unless the accused admits guilt in writing within fifteen school days after receiving a decision to proceed, the Dean shall appoint a panel to hear the case. The accused, upon admission of guilt, may also demand a hearing for the sole purpose of presenting matters in mitigation.~~

~~3. Every hearing panel shall consist of three permanent faculty members and two students, all of the College of Law. Student members shall be appointed after consultation with the Student Bar Association. Notice of appointment shall be given to panel members and to the accused, with the notice designating the Chair. The Chair shall make arrangements for meetings, the attendance of witnesses, the reproduction of necessary documents, and the recording of proceedings.~~

~~4. Unless the Dean directs otherwise, the investigator shall present the case against the accused. The investigator shall also present any evidence tending to exonerate the accused. However, no accuser or potential witness may present the case.~~

~~(e) Hearings.~~

~~1. Hearings shall be scheduled at the convenience of all participants, and upon notice to the accused. Unless the accused consents, the first hearing shall not be scheduled within ten school days of the appointment of the panel.~~

~~2. Hearings shall not be governed by formal rules of evidence. An accused is entitled to present evidence in person, or through an attorney or other counselor, or both. No faculty member shall~~



~~represent an accused. Paid counsel must be supplied by the accused. An accused is entitled to present witnesses and documentary evidence, to cross-examine any witnesses, and to inspect and inquire concerning any evidence. Upon request, the Chair shall make every reasonable effort to secure the presence of witnesses or documentary evidence for the accused. In exercising any of these procedural rights, an accused may address both innocence and matters in mitigation.~~

~~(f) Panel Procedure After Hearings.~~

~~1. After final hearing, the panel shall meet in closed session upon call of the Chair to discuss and consider the case, to determine guilt or innocence, and to consider sanctions upon determination or admission of guilt. One or more sessions may be held.~~

~~2. The standard of proof for conviction is clear and convincing evidence. Findings of fact shall be based exclusively on evidence of record.~~

~~3. A vote to convict and a vote as to any sanction requires the concurrence of at least four members.~~

~~4. The panel shall submit to the Dean a written summary of its factual findings, its finding of guilt or innocence, and its recommendations as to sanctions. The panel may also recommend terms for suspension of any sanctions. This summary should be made within five school days of the final hearing. The Dean shall make available to the accused a copy of the panel's recommendation and shall allow the accused at least ten calendar days in which to submit written exceptions to the recommendation. When a case involves multiple charges and/or multiple accused persons, each charge and accused shall be separately covered in the findings and recommendations.~~

~~(g) Sanctions. A student convicted of a violation of this Code is subject to one or more of these sanctions:~~

~~1. Expulsion from the College of Law;~~  
~~2. Suspension from the College of Law for a specified period of time;~~  
~~3. Loss of privileges to participate in any nonrequired course, program or activity of the College of Law;~~

~~4. Replacement, repair or restitution for damaged, destroyed or stolen property;~~  
~~5. Written reprimand to be included in the student's permanent records;~~

6. Oral reprimand;

7. ~~Disclosure by the Dean to the College of Law and Bar agencies.~~

(h) ~~Disclosure. Disclosure to the Bar of any proceeding, regardless of the result, by the~~

~~Dean or the accused student, may be required by Bar rules.~~

(i) ~~Imposition of Sanctions.~~

1. ~~A panel finding of innocence as to any charge terminates the proceedings, upon delivery of the written report to the Dean. A panel recommendation that no sanctions be imposed upon a finding of guilt as to any charge terminates the proceedings as to sanctions.~~

2. ~~The Dean shall review all findings as to guilt and mitigating matters, and all recommendations to impose sanctions. Rejection by the Dean of a finding of guilt terminates the proceedings.~~

3. ~~When sanctions have been recommended, the Dean may determine to impose them or to reduce or suspend them in whole or in part. The Dean shall promptly communicate this determination to the student in writing.~~

4. ~~Upon being informed of sanctions proposed by the Dean, the student may request a faculty review provided five faculty members join in the request. If faculty review is requested, the faculty by majority vote may reduce or suspend the proposed sanctions in whole or in part. Faculty review must be requested in writing within five school days after a student is informed of proposed sanctions.~~

5. ~~The Dean imposes those sanctions not reduced or suspended as a result of faculty review.~~

(j) ~~Action by Dean's Representative. Whenever this Code specifies that any action is to be taken by the Dean, it may be performed by an Associate Dean, except that only the Dean or an Acting Dean designated by the University may perform those duties specified in subsection (i) of this rule (Imposition of Sanctions).~~

(k) ~~Timeliness. All actions prescribed or authorized by this Code shall be accomplished as expeditiously as possible, except where the Code expressly provides otherwise or where prejudice to an accused or convicted student would result.~~

~~Specific Authority BOG Regulation 1.001(3)(j) ; Reg. Procedure July 21, 2005. Law  
Implemented 1001.74(2)(f), 1002.22, 1006.52, 1006.60, 1006.62, 1006.63 FS History New  
8-25-83, Formerly 6C2-~~

~~5.146.~~



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

# CONSENT ITEM H



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES  
*Academic Affairs Committee*

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**ACTION ITEM VIII**

**September 12, 2024**

**SUBJECT:** FSU-4.0395 College of Law Phased Retirement Program

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**PROPOSED COMMITTEE ACTION**

Request to repeal FSU-4.0395 College of Law Phased Retirement Program

**AUTHORITY FOR BOARD OF TRUSTEES ACTION**

Board of Governors Regulation 1.001 (3) (j), (4); Florida Board of Governors Regulation Development Procedure for State University Boards of Trustees

**BACKGROUND INFORMATION**

The College of Law Phased Retirement Program operated during a six-year period ending June 30, 1997. Neither the Florida Retirement System nor the State University System Optional Retirement Program currently allow or support phased retirement. Therefore, the request is to repeal this regulation.

**ADDITIONAL COMMITTEE CONSIDERATIONS**

None

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**Supporting Documentation Included:** FSU-4.0395 College of Law Phased Retirement Program

**Submitted by:** Office of the Provost

**FSU 4.0395 College of Law Phased Retirement Program.**

~~(1) Eligibility. College of Law faculty who have accrued at least ten years of creditable service in the Florida or Teachers Retirement System or Optional Retirement Program and who are tenured are eligible to participate in the College of Law Phased Retirement Program. A College of Law faculty member at any age after accruing ten years of creditable service may retire from the University and participate in this Program during a six year period ending June 30, 1997. Thereafter, if phased retirement continues to be permitted by the Florida Retirement System, eligibility shall expire not later than one year after the employee's 62nd birthday. Employees who choose to participate must provide written notice during an academic year that they will retire with an effective date to be agreed upon by the employee and the University.~~

~~(2) Program Provisions.~~

~~(a) All participants must retire and thereby relinquish all rights to tenure.~~

~~(b) Upon retirement, the participant will receive payment for any unused annual leave or sick leave to which the participant is entitled.~~

~~(c) Participants shall be offered reemployment as a College of Law Service Associate Professor or College of Law Service Professor under an Other Personal Services (OPS) contract by the University for 780 hours in any academic year (.50 FTE), one semester at full pay or two semesters at one-half pay, at a salary proportional to the salary prior to retirement, including an amount comparable to the pre-retirement employer contribution for health and life insurance during the period of reemployment.~~

~~(d) The period of reemployment obligation shall extend over five consecutive years, beginning with the academic year next following the date of retirement. If a participant chooses to decline employment for an academic year, the participant shall request a leave of absence without pay for the period of time involved with reasonable notice to the University. The period of reemployment, however, shall not be extended beyond that described above.~~

~~(e) The assignment shall begin with the academic year next following the date of retirement and shall be scheduled within one semester of the academic year, unless the participant and the University agree to reemployment for the entire academic year at 0.50 FTE. Participants who are~~

~~on the Florida Retirement System or Optional Retirement Program must remain off the State payroll for one calendar month following the effective date of retirement in order to validate their retirement, and may be reemployed by the State University System for only 780 hours in the first year after retirement.~~

~~(f) Participants shall be credited with five days of paid leave at the beginning of each full-time semester appointment. The leave may be accumulated but shall not be reimbursed as unused leave at the termination of the five-year reemployment period. The leave shall be used in increments of not less than one-half day (4 hours) when the participant is unable to perform assigned duties as a result of illness or injury to the participant or a member of the participant's immediate family which shall include only the spouse, mother, father, brother, sister, natural, adopted, or step child, or other relative living in the participant's household.~~

~~(g) Participants shall receive all across-the-board salary adjustments available to employees in established positions in an amount proportional to their part-time appointment. They shall be eligible for discretionary salary increases on the same basis as such other employees.~~

~~(h) Participants shall retain all rights, privileges, and benefits of employment as provided by law, rules, and University policies. During the period of reemployment, participants are to be treated as tenured faculty members for the purposes of Rule 6C 5.125, F.A.C., Layoff. The participant is entitled to an allocable portion of funds normally made available to faculty for research assistants if he or she is maintaining an active research program, and for travel, books and photocopying services.~~

~~(i) Office assignments within the College of Law shall be made at the discretion of the Dean. In all likelihood the participant will have to vacate his or her office to provide space for a new faculty member; however, office space will be made available to the participant when he or she has teaching responsibilities.~~

~~(j) While under policy of the Faculty Senate participants are to be given the same opportunities to participate in faculty activities as regular non-tenured faculty members have, a participant would not be required to attend faculty meetings or serve on University committees but would be entitled to vote as a regular faculty member on any issues in which non-tenured faculty members are eligible to vote.~~

~~(k) The decision to participate in the College of Law Phased Retirement Program is irrevocable.~~

~~(l) At the conclusion of the five year period of reemployment and upon the permanent retirement of the faculty member from the College of Law Phased Retirement Program, the faculty member, at the discretion of the Dean, may be reemployed as an adjunct employee on a year-to-year basis as permitted by Board of Governors Regents rules.~~

~~(m) Recommendation for Emeritus Status shall not be considered for faculty members until retirement from the College of Law Phased Retirement Program.~~

~~Specific Authority BOG Regulation 1.001(3)(j) , Reg. Procedure July 21, 2005 Law Implemented 121.091(9)(b)5., 240.227(1), (5), 240.227(19) FS. History New 10-10-91.~~





FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

# CONSENT ITEM I



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES  
*Advancement Committee*

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**ACTION ITEM I**

**September 12, 2024**

**SUBJECT:** Nomination to the Board of Directors of the Seminole Boosters, Inc.

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**PROPOSED COMMITTEE ACTION**

Approve appointments to Direct Support Organization Boards.

**AUTHORITY FOR BOARD OF TRUSTEES ACTION**

Section 1004.28 and BOG-9.011 provide that the university board of trustees shall approve all appointments to any direct-support organization.

**BACKGROUND INFORMATION**

The attached appointment to the Direct Support Organization Board has been proposed for membership by the respective DSO Board according to their individual Bylaw provisions. This appointment has been reviewed by the President.

**ADDITIONAL COMMITTEE CONSIDERATIONS**

Florida Board of Governors approval is not required.

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**Supporting Documentation Included:** DSO Board Appointee Biographical Information

**Submitted by:** Seminole Boosters, Inc.



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

# CONSENT ITEM J



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES  
*Audit and Compliance Committee*

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**ACTION ITEM I**  
**September 12, 2024**

**SUBJECT: Approval of Office of Compliance and Ethics Charter Revision**

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**PROPOSED COMMITTEE ACTION**

Reapproval of the Office of Compliance and Ethics program charter.

**AUTHORITY FOR BOARD OF TRUSTEES ACTION**

BOG Regulation 4.003(6)

**BACKGROUND INFORMATION**

Pursuant to BOG regulation 4.003, the Office of Compliance and Ethics Charter must be reviewed at least every three (3) years for consistency with applicable BOG regulations, professional standards, and best practices.

A copy of the approved charter, including any revisions, must be provided to the Board of Governors office.

No substantive changes are proposed for this charter review.

**ADDITIONAL COMMITTEE CONSIDERATIONS**

*No additional committee considerations*

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**Supporting Documentation Included:** Office of Compliance and Ethics Charter

**Submitted by:** Robert Large, Chief Compliance and Ethics Officer



## **UNIVERSITY COMPLIANCE AND ETHICS CHARTER**

### **PURPOSE AND MISSION**

FSU's Office of Compliance and Ethics (Office) provides oversight and guidance to all areas of the institution in the areas of compliance and ethics. The Office provides centralized and coordinated oversight through the ongoing development of effective policies and procedures, education, training, monitoring, communication, and response to reported issues, as required by Chapter 8 of the Federal Sentencing Guidelines and Board of Governors Regulation 4.003. These guidelines and regulation set forth the requirements of an effective compliance and ethics program that maximizes compliance with laws, regulations, rules, and policies and promotes ethical conduct.

The mission of the Office is to support and promote a culture of compliance, ethics, and accountability through its institutional compliance and ethics program (Program).

### **REPORTING STRUCTURE AND INDEPENDENCE**

The Office, led by the Chief Compliance and Ethics Officer (CCEO), reports administratively to the University President and functionally to the university Board of Trustees and the Audit and Compliance Committee of the Board of Trustees. Hiring and retention of the CCEO shall be coordinated with the Board of Trustees. The CCEO and the Office shall have full independence and objectivity to perform their responsibilities as described herein. All activities of the Office shall remain free from actual or perceived influence or impairment.

### **AUTHORITY**

Authority is granted to the CCEO and the Office for full and unrestricted access to all university and direct support organization records, physical properties, activities, information systems, and personnel relevant to any issue or function under review. All employees shall assist the CCEO and the Office in fulfilling the requirements of their jobs.

### **DUTIES AND RESPONSIBILITIES**

The following elements define the duties and responsibilities of the Office:

1. Oversight of compliance and ethics and related activities
2. Development of effective lines of communication
3. Providing effective training and education
4. Revising and developing policies and procedures
5. Performing internal monitoring, investigations, and compliance reviews
6. Responding promptly to detected problems and undertaking corrective action
7. Enforcing and promoting standards through appropriate incentives and disciplinary guidelines
8. Measuring Program effectiveness
9. Oversight and coordination of external inquiries into compliance with federal and state laws and take appropriate steps to ensure safe harbor

The CCEO and staff will:

1. Develop a Program plan based on the requirements for an effective program. The Program plan and subsequent changes shall be provided to the Board of Trustees for approval. A copy of the approved plan shall be provided to the Board of Governors.
2. Provide training to university employees and members of the Board of Trustees regarding their responsibility and accountability for ethical conduct and compliance with applicable laws, regulations, rules, policies, and procedures.
3. Obtain an external review of the Program's design and effectiveness at least once every five (5) years. The review and any recommendations for improvement will be provided to the President and the Board of Trustees. The assessment will be approved by the Board of Trustees and a copy provided to the Board of Governors.
4. Identify and provide oversight and coordination of compliance officers and partners responsible for compliance and ethics related activities across campus and provide communication, training, and guidance on the Program and compliance and ethics related matters.
5. Administer and promote a compliance and ethics hotline, an anonymous mechanism available for reporting of potential or actual misconduct and violations of university policy, regulations, or law, and work to ensure that no individual faces retaliation for a good faith report.
6. Maintain and communicate the university's policy on reporting misconduct and protection from retaliation and ensure the policy articulates the steps for reporting and escalating matters of alleged misconduct, including criminal conduct, when there are reasonable grounds to believe such conduct has occurred.
7. Communicate routinely to the University President and the Board of Trustees regarding Program activities. Annually report on the effectiveness of the Program. A copy of the report shall be provided to the Board of Governors.
8. Promote and enforce the Program, in consultation with the University President and the Board of Trustees, consistently through appropriate incentive and disciplinary measures to encourage a culture of compliance and ethics. Failures in compliance and ethics will be addressed through appropriate measures, including education or disciplinary action.
9. Initiate, conduct, supervise, coordinate, or refer to other appropriate offices such inquiries, investigations, or reviews deemed appropriate in accordance with university regulations, policies, or procedures, and/or state or federal rules, laws, or regulations. Submit final reports to appropriate action officials at the conclusion of inquiries, investigations, or reviews conducted by the Office.
10. Make necessary modification to the Program in response to detected non-compliance, unethical behavior, or criminal conduct and takes steps to prevent occurrence.
11. Assist the university in its responsibility to use reasonable efforts to exclude within the university and its affiliated organizations individual whom it knew or should have known through the exercise of due diligence to have engaged in conduct not consistent with an effective Program.
12. Coordinate or request compliance activity information or assistance as necessary from any university, federal, state, or local government entity. Oversee and coordinate external inquiries into compliance with federal and state laws and take appropriate steps to ensure safe harbor in instances of non-compliance.



## PROFESSIONAL STANDARDS

The Office adheres to the Florida Code of Ethics and the Code of Professional Ethics for Compliance and Ethics Professionals.

## ASSESSMENT OF CHARTER

This charter will be reviewed at least every three (3) years for consistency with applicable Board of Governors and university regulations, professional standards, and best practices. Subsequent changes will be submitted to the Board of Trustees for approval. A copy of the charter and any subsequent changes will be provided to the Board of Governors.

History: Approved June 8, 2018; Reapproved September 24, 2021.

**The University Compliance and Ethics Charter is hereby reapproved on September 13, 2024.**

\_\_\_\_\_  
University President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairman, Board of Trustees

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairman, Audit and Compliance Committee

\_\_\_\_\_  
Date



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

# CONSENT ITEM K





# FLORIDA STATE UNIVERSITY

## BOARD OF TRUSTEES

### *Audit and Compliance Committee*

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#### **ACTION ITEM II**

**September 12, 2024**

**SUBJECT: Acceptance and Approval of Office of Compliance and Ethics Annual Report and 2024-2025 Work Plan**

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#### **PROPOSED COMMITTEE ACTION**

Acceptance and approval of the OCE Annual Report and 2025 Work Plan

#### **AUTHORITY FOR BOARD OF TRUSTEES ACTION**

BOG Regulation 4.003(7)(g)8.

#### **BACKGROUND INFORMATION**

Pursuant to BOG regulation 4.003, the Office of Compliance and Ethics Charter must report annually on the activities and effectiveness of the compliance and ethics program. Additionally, the practice of the FSU OCE is to provide an accompanying work plan for expected activities for the upcoming year.

#### **ADDITIONAL COMMITTEE CONSIDERATIONS**

*No additional committee considerations*

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**Supporting Documentation Included:** Office of Compliance and Ethics Annual Report and 2024-2025 Work Plan

**Submitted by:** Robert Large, Chief Compliance and Ethics Officer

**Office of Compliance and Ethics  
Annual Report and 2024-2025 Work Plan**  
September 13, 2024

*A message from the Chief Compliance and Ethics Officer:*

As I near completion of my first year in the role of Chief Compliance and Ethics Officer, I am pleased to present you with an update of the activities of the Office of Compliance and Ethics (OCE) over the last year and programmatic plans for the 2024-2025 year.

The past year has been characterized by growth and change. Within the last two months, we have added three full-time positions to the OCE, substantially enhancing our bandwidth to help campus partners accomplish mission-critical business activities and provide compliance and ethics oversight. These new personnel are:

1. *Caroline Klancke, JD, Associate Compliance Officer and Director of Ethics and Integrity Programs* – Ms. Klancke joins the OCE from the Florida Ethics Institute, a government ethics nonprofit organization she founded. She also has served as General Counsel and Deputy Executive Director of the Florida Commission on Ethics.
2. *Edna Gasque, FCCM, CCEP, Associate Compliance Officer and Director of International Affairs Compliance* – Ms. Gasque joins the OCE from FAMU, where she served as a program manager in their Office of Compliance and Ethics.
3. *Rachel Neale, Compliance Program Coordinator* – Ms. Neale is a recent FSU master's graduate and recently completed a Fulbright program in Bulgaria. She will provide administrative support for our international and research compliance activities.

Additionally, Dena Shrum has been promoted to the position of Compliance Systems Specialist. Ms. Shrum will continue to support our conflicts of interest reporting system as well as provide support in new areas of compliance reporting and monitoring. I am grateful for the administration's commitment of resources to the OCE's continued growth.

Over the past year, the OCE has been substantially involved in addressing new legislative requirements related to foreign influence and has taken a leadership role in the university's implementation of these requirements. Additionally, I have consulted with multiple offices regarding various compliance obligations and program implementation, including the areas of Title IX, distance learning, research compliance, privacy, healthcare, and campus safety. We continue to fine-tune FSU's new online conflict of interest reporting system and look forward to working to further streamline compliance reporting and monitoring obligations using emerging software technology.

I hope you find the enclosed Annual Report informative as to the achievements of the OCE during the past year and the goals we have set for the upcoming year. The report is organized by the seven elements of effective compliance and ethics programs laid out in Chapter 8 of the Federal Sentencing Guidelines. The OCE's Work Plan for the 2024-2025 fiscal year is embedded within the report. As always, feel free to contact me if you have any questions about this report or the activities of the OCE.



Robert Large, Chief Compliance and Ethics Officer

### **Introduction: The Federal Sentencing Guidelines**

Since 1991, The United States Department of Justice (DOJ) has utilized the Business Organizations section of the United States Sentencing Guidelines Manual to analyze the criminal liability of business organizations. If an entity can demonstrate it has a well-developed compliance and ethics program and that criminal conduct occurred in spite of that program, the entity can receive credit against a criminal sentence. But the guidelines have a much greater use than just sentencing bad-acting businesses. Known as Chapter 8, the guidelines have been used by hundreds of organizations to develop their compliance plans and determine the reach of their chief compliance officers, and the DOJ's revisions and commentary on Chapter 8 since its inception have recognized the guidelines' broadening application. The Florida Board of Governors used Chapter 8 as the basis for BOG Regulation 4.003, and it provides the framework used for the 5-year effectiveness reviews of each SUS institution's compliance program. For those reasons, this Annual Report is organized to reflect FSU's progress in each of the seven elements described by Chapter 8.<sup>1</sup>

### **Element One: Executive Oversight**

Via the establishment of the Office of Compliance and Ethics and the designation of the Chief Compliance and Ethics Officer as a direct report to the University President and the Chair of the Board of Trustees, FSU has signaled strong support for the OCE and its efforts. The OCE Charter is required to be reviewed and re-approved every three years. Edits to the Board of Trustees Audit and Compliance Committee Charter approved in June 2018 provide oversight for the OCE, with the Chief Compliance and Ethics Officer reporting quarterly to the Committee and yearly to the full Board of Trustees, or upon request. The Charter was reviewed re-approved in September 2021, and is up for review and reapproval in 2024.

#### **2024-2025 WORK PLAN ITEMS:**

- Assess compliance-related reporting structures and management functions to ensure compliance personnel can act independently as required under particular circumstances and develop plans for managing or mitigating conflicts.
- Reengage Compliance Alliance and Compliance Partners with regularly scheduled meetings and updates.
- Develop sub-working groups within the Compliance Partners who can work together more routinely on emerging issues that may cross over various compliance areas.
- Reengage with Compliance Partners to continue development and approval of a university-wide compliance matrix, with Compliance Partners having ownership for implementation of risk mitigation activities in the compliance areas.<sup>2</sup>
- Engage with the university's enterprise risk management working group to provide oversight and support as needed in the development of the university's risk management process.
- Work with the Office of the Provost on creating a Student Ombudsperson Office, consolidating functions housed in different offices.
- Work with key administrators on compliance issues related to FSU Health initiative.

<sup>1</sup> These seven elements are also described in the Office's Program Plan, approved September 2018.

<sup>2</sup> Work on the compliance matrix began several years ago but was paused due to pandemic-related challenges and change in personnel.

**Element Two: Written Standards of Conduct and Policies and Procedures**

Policy review and improvement is a continual process at FSU. This year, the OCE took a primary role in drafting internal protocols for hiring of foreign researchers, in conjunction with the Division of Research. This work will continue as we work as an institution to streamline the foreign researcher screening process and other foreign influence-related matters.

In addition, a more comprehensive Code of Ethics for employees is also being considered, as the current Code of Ethics addresses a very narrow set of circumstances.

**2024-2025 WORK PLAN ITEMS:**

- Complete review, revision, and creation of ethics-centered policies (carry-forward from 2022-2023 Work Plan).
- Review university-wide policies for organization and consistency and to ensure policies appropriately address compliance and ethics issues (carry-forward from 2022-2023 Work Plan).

**Element Three: Effective Lines of Communication**

The Chief Compliance and Ethics Officer maintains regular meetings with the Chief Audit Executive and the Associate Vice President for Human Resources/Chief of Staff for the Vice President of Finance and Administration (monthly), and the Associate Athletics Director for Compliance (monthly). In addition, the CCEO has scheduled meetings with the Title IX Coordinator and Clery Coordinator on an as-needed basis. The OCE regularly receives and responds to inquiries and requests for assistance on a variety of issues from departments and offices across the institution, indicating that awareness of the OCE is growing. The OCE benefits from strong professional relationships with the President and Cabinet.

This past year, the OCE began more targeted efforts to communicate broadly with campus on emerging issues, particularly in the area of foreign influence and foreign researcher screenings. The OCE believes that our work toward developing a strong ethical culture is better served by seeking to partner with, and not just police, our campus stakeholders. We will get better mileage out of proactive communication and outreach in achieving this goal.

**2024-2025 WORK PLAN ITEMS:**

- Establish regular meetings and circulate informational memos/newsletters to keep campus partners informed of activity of the OCE.
- Implement a more sophisticated website presence with helpful resources and links to policies and procedures.
- Develop a periodic newsletter for the campus community on general compliance and ethics topics, utilizing regular communication to foster more awareness of university policies and procedures in the context of the university's mission and values.

#### **Element Four: Education and Training**

The continual task of training a large group of administrators, faculty, and staff is one of the heaviest lifts of a compliance office. The OCE has provided targeted guidance and training to specific offices and personnel regarding compliance obligations and has continued to maintain the university's general HIPAA privacy and security training module. In addition, the OCE has worked directly with several faculty and administrators on foreign researcher screenings and restrictions related to foreign countries of concern, in response to recent legislation and BOG regulations.

The OCE needs to take the education and training components of its work to the next level by working with compliance partners to identify gaps in training offerings and tracking of completion. In addition, the OCE needs to provide innovative guidance on tracking the efficacy of training and measuring its impact on compliance rates and other trends in employee behavior.

##### **2024-2025 WORK PLAN ITEMS:**

- Work with the Office of Human Resources to inventory campus training offerings and ensure adequate systems for tracking, administering, and enforcing training and education requirements.
- Promote an “education month” for faculty and staff to draw attention to key training requirements, in conjunction with compliance partners with oversight of training programs.
- Create or procure a general ethics training module (carry over from 2022-2023 Work Plan).
- Revise and administer CAMS reviewer training to reflect the evolution of the program.
- Improve and promote Office of Compliance and Ethics website (see Element Three).

#### **Element Five: Audits and Evaluation Techniques to Monitor Compliance; Establishment of Reporting Processes and Procedures for Complaints**

The OCE is often part of the management response to reports of the Office of Audit and Advisory Services (OAAS), working to implement recommendations and address follow-up concerns resulting from internal audits or investigations. In addition to independent audits conducted by the OAAS, the OCE plays a role in monitoring compliance with university programs in other, more informal ways, or in the context of formal investigations of reports of unethical conduct.

The Chief Compliance and Ethics Officer has an EthicsPoint license and access to the EthicsPoint site to review complaints that arrive via the online portal. Regular meetings with the Chief Audit Executive and the Associate Vice President for Human Resources (see Element Three) assist with workload issues and identification of the correct office to conduct investigatory activities and respond to complaints.

##### **2024-2025 WORK PLAN ITEMS:**

- Create a Standard Operating Procedure (SOP) for OCE review/investigation of reports of unethical conduct, describing the interplay between OCE's work and that of Human Resources and the OAAS.

- Create and implement assessment tool(s) to identify areas of risk and measure improvements when noncompliance is discovered and needs to be remedied, in conjunction with the enterprise risk management working group.

#### **Element Six: Appropriate Disciplinary Mechanisms and Incentives for Good Conduct**

Although the OCE is not responsible for handing down discipline, best practices indicate that creating incentives for good conduct can be just as important as deterring poor conduct via discipline. Trainings have emphasized the importance of compliance and ethics at all levels of the institution. Individually tailored trainings identify the specific contributions of the participating group to the university's mission and discuss the risks associated with noncompliance. When discipline is recommended as an outcome of an investigation, the OCE works with the departmental supervisor and the Office of Human Resources to ensure that discipline is consistent and proportional.

##### **2024-2025 WORK PLAN ITEMS:**

- Continue to utilize training opportunities to highlight the importance of ethical conduct.
- Work with the Office of Human Resources to proactively identify trends in disciplinary actions and establish targeted training or other efforts to address any hotspots.

#### **Element Seven: Investigation and Remediation of Systemic Problems**

As described in last year's Annual Report and mentioned here in Element Four, the implementation of CAMS has made important improvements to FSU's outside activity and conflict of interest disclosure processes. Substantively, the use of SmartForms to guide outside activity disclosures has generated better information about proposed activities, allowing us to make informed decisions about conflicts of interest and conflicts of commitment. Procedurally, our move from a paper-based system to an online one makes tracking, approval, and analysis of information easier and more reliable.

As referenced above, we have identified a few critical areas of improvement for the CAMS system to ensure we are collecting necessary information from faculty and staff and have the tools for reviewers to make judgments regarding conflicts of commitment. The Office of Faculty Development and Advancement will be a tremendous partner in this effort. For research-related conflicts, discussions have begun to enhance the review process to allow for pre-approval committee review of a research-related conflict of interest or conflict of commitment.

The OCE, in conjunction with the Office of General Counsel, is jointly responsible for responding to reports of potential noncompliance with BOG Regulation 9.016. The two offices have also provided proactive legal and practical guidance to several offices and departments around campus regarding compliance with this requirement.

##### **2024-2025 WORK PLAN ITEMS:**

- Continue to enhance and streamline processes required by section 1010.35, Florida Statutes, related to screening of foreign workers, reporting of foreign gifts and contracts pursuant to federal

and state statutes and agency requirements, and international travel pursuant to section 1010.36, Florida Statutes.

# FSU Compliance and Ethics Program Plan

(Reference only)



## **FSU COMPLIANCE AND ETHICS PROGRAM**

### **INTRODUCTION**

Higher Education is one of the most highly regulated industries in the country. At the federal level alone, there are over 200 laws regulating some aspect of our operations. Regulatory activity is directed at issues including accessibility programs, services, and activities; accreditation; alcohol and drug prevention; athletics; campus safety and security; college cost and affordability; conflicts of interest; disability accommodation; distance learning; export control; financial management; hazardous waste and environmental concerns; human subjects protocols; IT security; lending; privacy, and records management. As a public entity, we also face regulation from the state Legislature, the Board of Governors, and city and county governing boards, to say nothing of the standards we set for ourselves via internal regulations and policies. Regulatory compliance is a major university challenge and a source of financial, legal, and reputational risk.

Florida State University's (FSU or University) mission, vision, and values set forth the ethical principles under which all members of the University community are expected to conduct themselves. They also form the basis, along with the State of Florida Code of Conduct and Ethics, the Federal Sentencing Guidelines and Board of Governors Regulation 4.003 (SUS Compliance and Ethics Programs), for the development of the University's Compliance and Ethics Program (the Program).

- **Mission** - Florida State University preserves, expands, and disseminates knowledge in the sciences, technology, arts, humanities, and professions, while embracing a philosophy of learning strongly rooted in the traditions of the liberal arts. The university is dedicated to excellence in teaching, research, creative endeavors, and service. The university strives to instill the strength, skill, and character essential for lifelong learning, personal responsibility, and sustained achievement within a community that fosters free inquiry and embraces diversity.

- **Vision** - Florida State University will be among the nation's most entrepreneurial and innovative universities, transforming the lives of our students and shaping the future of our state and society through exceptional teaching, research, creative activity, and service. We will amplify these efforts through our distinctive climate—one that places a premium on interdisciplinary inquiry and draws from the rich intellectual and personal diversity of our students, faculty, staff, and alumni. These three forces—entrepreneurship, interdisciplinarity, and diversity—deepen FSU's impact and result in a powerful return to our students and the people of Florida for their continued support and trust.

- **Core Values**

- Transformative Daring:** We support thoughtful risk-taking that leads to successes that improve our world dramatically. And when we face challenges, we confront them with resilience, curiosity, and renewed desire to overcome hurdles to our goals.

- Inspired Excellence:** We achieve the highest levels of success by drawing strength and understanding from the talents of those around us and from our interactions with them.

- Dynamic Inclusiveness:** We believe the benefits of a richly varied community arise not only from the diversity of people it includes, but more importantly from intentional efforts to create a strong sense of belonging that encourages deep and high-quality connections.

—Responsible Stewardship: We transform the resources we are given and the public's trust in us into powerful impact that better the lives of those around us, near and far.

—Engaged Community: We uphold the traditions and history that create a small-college culture within a large university. This makes FSU a welcoming place where people discover others like themselves—while also connecting to and learning from classmates and colleagues of vastly different backgrounds and experiences.

A comprehensive compliance and ethics program promotes an organizational culture that encourages ethical conduct, a commitment to compliance with the laws and regulations, and detection of criminal conduct. Chapter 8 of the Federal Sentencing Guidelines outlines elements for an effective compliance program, including:

- Executive Oversight;
- Standards of Conduct/Policies and Procedures;
- Effective Lines of Communication;
- Education and Training;
- Audit and Monitoring;
- Enforcement and Discipline; and
- Response and Prevention.

Experts in the field of compliance and ethics suggest a culture of compliance and ethics can be distilled from the following three simple questions:

- Is it legal?
- Do these actions comply with university policy?
- Do these actions seem fair, honest, and ethical?

The benefits of a comprehensive Compliance and Ethics Program are significant, including a campus environment which is open, honest, and accountable. Additionally, a comprehensive Compliance and Ethics Program:

- Fosters a culture which encourages and supports ethical decision-making and does not tolerate illegal or unethical behavior;
- Addresses problems through collaboration, cooperation, and communication;
- Reduces risks of non-compliance while increasing the likelihood of early detection and correction;
- Enhances decision-making at all levels by raising awareness of requirements/expectations;
- Enhances employee engagement to report actual or perceived violations of law or policy; and

- Protects FSU's reputation by reducing the likelihood that damaging or negative events will happen and minimizing the consequences of such events if they do.

The consequences of non-compliance are similarly significant and can include:

- Loss of accreditation;
- Loss of federal funding, including student financial aid;
- Fines and penalties;
- Federal and/or State monitoring activities;
- Litigation; and/or
- Reputational risk and negative press.

FSU's mission, vision, and values speak to a level of employee engagement which extends beyond mere compliance with laws, rules and policies. FSU's commitment, supported by the Program, is to the highest standards of integrity, accountability, and ethical conduct.

Our challenge is not only to make compliance but ethical behavior relevant to each employee. The Program, along with policies to be developed through the Office of Compliance and Ethics, will establish the tone for ethical decision-making and accountability in all University operations and will reinforce FSU's commitment to doing the right thing. The Office of Compliance and Ethics' motto, "Integrity and Excellence Always, In All Ways," reflects the University's overarching commitment to the highest standards of education, while consistently also maintaining the highest standards of ethics. The Program elements detailed below, informed by the Federal Sentencing Guidelines, outline strategies to help ensure Integrity, accountability, and ethical conduct become embedded in all elements of our day-to-day operations.

## **COMPLIANCE AND ETHICS PROGRAM STRUCTURE**

### **1) Executive Oversight**

Primary oversight and direction for the Program rests with the Board of Trustees Audit and Compliance Committee. The Committee's primary focus is to provide assurances to the Board of Trustees regarding University risk management, control, and governance processes, thereby assisting the Board of Trustees in fulfilling its statutory, fiduciary, and oversight responsibilities. The Committee or its staff (which includes the Chief Compliance and Ethics Officer and the Chief Audit Officer) will regularly report to the Board on Committee activities and issues with respect to matters related to audit, compliance, and related concerns such as potential fraud or conflicts of interest. With specific regard to the Office of Compliance and Ethics, the Committee is responsible for review of the Program and any revisions, the effectiveness of the University's compliance efforts at all levels, and the controls and policies that govern the University's compliance obligations.

The University has hired a Chief Compliance and Ethics Officer (CCEO), who is responsible for the implementation and administration of the Program. The CCEO serves as the central point for coordination, collaboration, and oversight of activities and initiatives to promote and encourage a culture of compliance and ethical behavior. The CCEO also serves as a resource to the President's

leadership team and to departmental compliance partners in making compliance management decisions. The CCEO is responsible for the implementation of the Program, providing oversight and monitoring of its implementation, and periodic review, and serves as the chief ethics officer for the University. The CCEO is a direct report to the President and the Chair of the Board of Trustees and, as such, can escalate critical and/or time-sensitive compliance issues as appropriate and necessary.

The University's Compliance Alliance (the Alliance) shall be established to advise the President on significant compliance and ethics issues and to provide leadership and oversight in the implementation and continuous improvement of the Program. The Alliance is key to ensuring the University's compliance activities and programs are reasonably designed, implemented, and enforced. The Alliance's focus includes: promoting excellence in all University compliance, ethics and risk activities; providing leadership to ensure integrity and compliance with legal, regulatory, policy and ethics responsibilities; providing leadership and oversight to reduce and mitigate University risks; and overseeing the policy development and review process. In recognition of the importance of the University's compliance obligations and its dedication to compliance at all levels, the Alliance will be comprised of the President's Cabinet (or their designees, as appropriate). Those individuals are:

- Provost and Executive Vice President for Academic Affairs
- University Counsel
- Vice President for Finance and Administration
- Vice President for Student Affairs
- Vice President of University Advancement
- Vice President for Faculty Development and Advancement
- Vice President for Research
- Vice President and Director of Intercollegiate Athletics
- Assistant Vice President for University Communications
- Associate Vice President for University Relations
- Chief Legislative Affairs Officer
- Chief of Staff

In addition to the Alliance, the Office of Compliance and Ethics will be aided by the Compliance Partners Committee, a group of subject matter experts from across campus who will meet regularly to discuss emerging compliance issues and address areas of potential non-compliance. The Compliance Partners Committee members shall include:\*

- Chief Compliance and Ethics Officer (Chair)
- Chief Audit Officer
- Associate Vice President for Human Resources

- Director, Research Compliance Programs
- Senior Associate Athletics Director for Governance and Compliance
- Director, Information Security and Privacy
- Director, University Health Services
- Director, Environmental Health and Safety
- Director, Title IX Office
- Lieutenant for Professional Standards and Compliance, FSUPD
- International Travel, Safety, and Risk Officer (Position in development)
- Director, Office of Distance Learning
- Assistant Vice President for Enrollment Management
- Assistant Vice President and SACS Liaison
- Associate Vice President for Student Affairs
- Faculty Representative

\*The CCEO shall have flexibility to make changes to the Compliance Partnership Committee, as needed, to ensure that campus partners are adequately represented and the best possible information is being communicated. Listed members may attend or identify designees. The Audit and Compliance Committee will be notified timely of any material changes to the membership.

Additional compliance experts in individual departments provide leadership in addressing compliance issues within their scope of responsibility. The CCEO will work closely with these experts, either directly or as part of the Compliance Partnership Committee, to identify and implement efficient methods of communication, enforcement, and monitoring with regard to compliance matters.

At this time, the establishment of the Alliance and the Compliance Partnership Committee provides an effective framework for the Office of Compliance and Ethics to operate within the University, giving proper support, input, and oversight. During the Program's first year, the CCEO will work closely with members of the Alliance and the Compliance Partnership Committee to accomplish the Program's objectives. After the first year, the CCEO will provide feedback and recommendations on the need for direct or indirect reporting relationships.

Although compliance is a responsibility of each member of the FSU community, proactive engaged leadership by members of the Board of Trustees and University administration is critical to maintaining a strong culture of compliance and ethical conduct. The structure for Executive Oversight of the Program as outlined in this Plan provides a solid foundation for success.

Strategic Resources related to Element 1, Executive Oversight: BOG Regulation 4.003, BOT Audit and Compliance Committee Charter, Presidential Delegations of Authority, Bylaws of the Compliance Partnership Committee,\*\* Compliance

Officer Charter, Chief Compliance Officer Position Description, Compliance Accountability Matrix\*\*

*\*\*in development*

**2) Standards of Conduct/Policies and Procedures**

The University's Code of Conduct and Ethics (the Code) is the foundation of the Program. The Code sets forth the expectation all employees perform their duties and responsibilities with integrity and accountability to the highest ethical standards. It also serves as a guide for employees to support day-to-day decision making, and can be used as a benchmark against which performance, both individual and organizational, can be evaluated.

In addition to the Code, other policies and procedures provide evidence to confirm an effective compliance and ethics program. This is the case for regulations and policies which are required to meet compliance and/or regulatory requirements, and to promote or enhance risk reduction and mitigation efforts.

Regular review of University regulations, policies and procedures is suggested as a best practice. A review of the FSU policy library indicates that many policies are in need of revision, and FSU's methods of distribution of policies and policy revision are in need of improvement. With the adoption of this Program, the CCEO, with the support and leadership of the Alliance, will initiate a comprehensive review of University policies and procedures, the policy review process and make recommendations for changes.

Strategic Resources related to Element 2, Standards of Conduct/Policies and Procedures: FSU Policy Library, FSU Code of Conduct and Ethics,\*\* Presidential Delegations of Authority and Organizational Charts

**3) Effective Lines of Communication (Reporting)**

Open lines of communication are critical to early detection and identification of issues. Issue identification also points to areas or topics requiring additional monitoring or education. To those ends, employees are encouraged to share concerns and issues with their supervisor or other higher level administrators. Facilitating personal/face-to-face interactions is a priority for FSU as demonstrated by the training and awareness programs available through the Office of Human Resources. Continued support for, and enhancement and expansion of, these programs is critical to ensuring open and effective lines of communication and thus an effective compliance and ethics program.

There are, however, situations when employees are not comfortable sharing a concern with their supervisor. In those cases, employees are encouraged to raise the issue through use of FSU's EthicsPoint Hotline. The Hotline allows employees and any others to make anonymous reports at any time. The CCEO, Chief Audit Officer, and the Associate Vice President for Human Resources share responsibility for oversight of the Hotline, monitoring incoming reports and assigning them as appropriate. The CCEO plans to utilize existing relationships, meeting opportunities, and scheduled trainings to increase awareness of the Hotline and answer questions or comments faculty, staff, and students may have regarding this communications tool, enhancing existing educational and marketing efforts regarding the

Hotline. Research confirms that when a Hotline is available, the detection and identification of issues of concern are enhanced. Continued highlighting and support of the Hotline are required if an effective compliance and ethics program is to become a reality.

Additionally, information regarding specific reporting requirements on issues such as Clery Act, abuse of children/vulnerable persons, Title IX incidents, and discrimination are made available to the campus community through a variety of measures, including face-to-face and online training, targeted e-mails, and a variety of creative marketing approaches. Continued use of these communications tools helps foster an environment of open, honest, and effective communications; in other words, a culture of compliance.

Other initiatives to encourage and facilitate communications across campus are in various stages of planning or development including a compliance e-mail to allow employees and others to submit questions and comments directly to the CCEO ([compliance@fsu.edu](mailto:compliance@fsu.edu)), a Compliance and Ethics Newsletter, tabling at appropriate University events to promote the Program, and programming for November's Compliance and Ethics Week (November 4-10).

Strategic Resources related to Element 3, Effective Lines of  
Communication: Duty to Report Requirements, including Form 1 filings,  
EthicsPoint Hotline

#### 4) Education and Training

Compliance and ethics training is a foundational element of an effective compliance and ethics program. A university's commitment to general and specific compliance education and training programs cannot be overstated. Describing what constitutes "Integrity and Excellence Always, In All Ways" and communicating those expectations to employees and others in the FSU community is a function of our education and training program.

Currently, FSU offers a range of compliance and ethics-related education and training workshops and seminars, which will expand with the growth of the Office of Compliance and Ethics. Those individual programs form a good nucleus for the development of a comprehensive Compliance and Ethics Education and Training Program. In the short term, the CCEO will coordinate with the Office of Human Resources' Training and Organizational Development Section, Environmental Health and Safety, and the Office of Faculty Development and Advancement to develop an inventory of programs falling under the compliance and ethics umbrella. The long-term goal is the development and implementation of an integrated, coordinated program of employee training and development on compliance and ethics issues and topics. The CCEO will also focus specific efforts on the development of education and awareness programs regarding the Program, the FSU Code of Ethics, and Conflicts of Interest-related matters, including outside employment.

Compliance and ethics training is not limited to our employees. More specifically, the CCEO, in collaboration with the Chief of Staff, Chief Audit Officer, and General Counsel, provides training for FSU's Board of Trustees on compliance and ethics issues, including the Code of Ethics for Public Employees, Conflicts of Interest, and Gifts and Honoraria. The first of these trainings by the new CCEO occurred in May 2018. A regular schedule of BOT training on compliance and ethics issues is critical to our success in implementing the Program, as the tone at the top sets the tone for all.

Strategic Resources related to Element 4, Education and Training: Training and Organizational Development Section, Office of Faculty Development and Advancement, University Communications

**5) Audit and Monitoring**

Regular, rigorous review of University programs and operations allow issues to be identified early and remedied quickly. The University engages in frequent self-assessment, beginning with the continuous improvement processes required to meet accreditation standards through the Southern Association of Colleges and Schools, to departmental program reviews, to campus culture and satisfaction surveys. Continuous assessment of this nature is critical to ensuring an efficient, effective, and compliant work environment.

Additionally, the Office of Inspector General Services (OIGS) provides independent, objective assurance and consulting activities to improve University operations and promote accountability. Whether through regularly scheduled audits or ad hoc management accountability reviews, OIGS staff serve to assist and coach administrators and employees in areas needing attention. An active, engaged audit function contributes to the overall health of the compliance and ethics culture.

The University also enters into contracts with third parties for the assessment of programs which require greater scrutiny due to the complexity and/or nature of the issue, or when there is no in-house expertise for the initiative. Use of third parties for such purposes should continue to be embraced as a best business practice.

The Alliance is charged with the responsibility for providing leadership and oversight to assess and mitigate (as appropriate) University risks. The Alliance's review of University risk assessments, internal and external audit reports, and other management reviews will be an integral element to improving University operations and enhancing compliance and accountability across campus.

Strategic Resources related to Element 5, Audit and Monitoring: Internal Audit and Management Consulting Services, Compliance Accountability Matrix, Conflicts of Interest Reporting

**6) Enforcement and Discipline**

An effective compliance and ethics program is one which provides incentives for employees to engage in conduct in accordance with laws, rules, and policies, and, conversely, applies appropriate disciplinary measures when employees engage in conduct which is non-compliant. The Federal Sentencing Guidelines specifically state that "adequate discipline of individuals responsible for an offense is a necessary component of enforcement" with the form of discipline determined on a case-by-case basis.

The University's preferred approach is to engage programs and processes which incentivize employees to do the right thing. The University has several awards programs that provide opportunity to recognize employee contributions and services consistent with specified criteria. Examples include the Max Carraway Employee of the Year Award, Student Employee of the Year Award, and Prudential Productivity Awards, as well as a variety of awards given at the office and departmental levels. Whether these programs are an appropriate vehicle by which to recognize employees for compliance-related acts and actions is a question the Alliance should explore in consultation with the Office of Human



Resources. Other means by which to incentivize employees should also be explored to support and enhance this element of the Program, with adequate funding for publicity and awards.

With respect to situations in which allegations of non-compliance are substantiated, it is contemplated that the CCEO will review, at least annually, reports of confirmed non-compliance and the University's response to ensure the University's approach to enforcement and discipline is consistent and defensible. This review should also include information regarding instances when employees were found to have known of an act of non-compliance but failed to report.

Strategic Resources related to Element 6, Enforcement and Discipline: Office of the Provost, Office of Human Resources, Policy Library, Code of Conduct and Ethics

## **7) Response and Prevention**

Ensuring reasonable steps are taken to respond to complaints, especially complaints of compliance violations and/or unethical conduct, is critical to fostering an environment of integrity, trust, and accountability. Corrective action also helps prevent similar issues from occurring in the future. Failure to respond creates doubt about the University's commitment to addressing misconduct, which has the effect of reducing employee morale and engagement. The University has multiple processes by which to investigate and address reports of questionable actions or behaviors. However, decentralized departmental decision-making can have University-wide implications which can create substantial institutional risk. To limit such risk, the CCEO will coordinate with those persons responsible for investigations to compile an annual report of such activity for review by the Alliance. The Alliance's oversight helps ensure a cohesive approach to addressing complaints across the campus, which is critical to an effective centralized compliance function.

Strategic Resources related to Element 7, Response and Prevention: New and/or changes to education/training and awareness programs, internal investigations, background checks


## **PROGRAM EVALUATION**

A rigorous process of evaluation answers basic questions about a program's effectiveness and is a critical management tool for program improvement. The Alliance will be responsible for overseeing the Program evaluation process and for determining the evaluation cycle (annual, biennial, or other). Metrics available for assessing the Program include: helpline statistics, compliance training statistics, policy attestation rates, investigation reports, risk assessment reports, culture surveys, and timely implementation of important changes or rulings in compliance law.

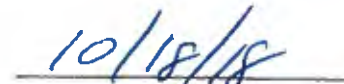
Additionally, Board of Governors Regulation 4.003 requires the University President and the Board of Trustees to engage "an external review of the Program's design and effectiveness" at least once every five (5) years and make recommendations for improvement. The first such external review will be engaged in FY 2022- 2023, the fifth year of the Program.

Approved at the September 4, 2018 Board of Trustees Meeting


  
University President

  
Date

  
Chairman, Board of Trustees

  
Date

  
Chairman, Audit and Compliance Committee

  
Date



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

# CONSENT ITEM L



# FLORIDA STATE UNIVERSITY

## BOARD OF TRUSTEES

### *Finance and Business Committee*

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#### **ACTION ITEM I**

**September 12, 2024**

**SUBJECT:** 2024-2025 Carryforward Spending Plan

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#### **PROPOSED COMMITTEE ACTION**

1. Approve the university's fiscal year 2024-2025 carryforward spending plan of \$198,984,515.
2. Grant approval for the President to submit this budget in the format prescribed by the Board of Governors, and to make subsequent changes to the budget outlined in motion 1 as needed during the fiscal year, within available resources and fund balances, and consistent with applicable laws and regulations.

#### **AUTHORITY FOR BOARD OF TRUSTEES ACTION**

Required by Florida Statute 1011.45 *End of year balance of funds* and Board of Governors Regulation 9.007 *State University Operating Budgets and Requests*.

#### **BACKGROUND INFORMATION**

Per the statute and regulation referenced above, each University Board of Trustees shall adopt a carryforward spending plan as prescribed by law and regulations of the Board of Governors.

#### **ADDITIONAL COMMITTEE CONSIDERATIONS**

The carryforward spending plan will be submitted to the Board of Governors using their required template by October 1, 2024 for consideration at their meeting later that month.

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**Supporting Documentation Included:** 2024-2025 Carryforward Spending Plan

**Submitted by:** Kyle Clark, Senior Vice President for Finance & Administration

**FLORIDA STATE UNIVERSITY**  
Education and General  
**2024-2025 Carryforward Spending Plan Summary**  
Approved by University Board of Trustees  
Balances and Spending Plans as of July 1, 2024

	Florida State University	FSU College of Medicine	FAMU-FSU College of Engineering	Grand Total : University Summary
<b>A. Beginning E&amp;G Carryforward Balance - July 1, 2024 :</b>				
Cash	\$ 4,742,260	\$ 51,667	\$ 75,111	\$ 4,869,038
Investments	\$ 296,301,278	\$ 11,515,729	\$ 11,411,019	\$ 319,228,026
Accounts Receivable	\$ 10,679,523	\$ 425,073	\$ 335	\$ 11,104,931
Less: Accounts Payable	\$ 268,140	\$ 529	\$ 16,150	\$ 284,819
Less: Deferred Student Tuition & Fees	\$ 28,782,435	\$ 3,778,571	\$ -	\$ 32,561,006
<b>B. Beginning E&amp;G Carryforward Balance (Net of Payables/Receivables/Deferred Fees) :</b>	\$ 282,672,486	\$ 8,213,369	\$ 11,470,315	\$ 302,356,170
<b>C. Fiscal Year 2023-2024 E&amp;G Carryforward Encumbrances Brought Forward:</b>	\$ 16,571,677	\$ 353,389	\$ 71,688	\$ 16,996,754
<b>D. 7% Statutory Reserve Requirement</b> (1011.45(1) F.S.):	\$ 69,106,327	\$ 3,585,814	\$ 1,490,101	\$ 74,182,242
<b>E. Carryforward Reserve Fund</b> (1011.45(3) F.S.):	\$ -	\$ -	\$ -	\$ -
<b>F. E&amp;G Carryforward Balance Less 7% Statutory Reserve Requirement</b> ( Amount Requiring Approved Spending Plan ) :	<b>\$ 196,994,482</b>	<b>\$ 4,274,165</b>	<b>\$ 9,908,527</b>	<b>\$ 211,177,174</b>
<b>G. Annual Contribution to Reserves for New FCO Projects (per s. 1001.706(12) F.S. and Board Reg 14.002)</b> (Should agree with the "Total Facilities Reserves as of July 1, 2024" on the "Details - FCO Reserves" tab)				
	\$ 2,200,000	\$ -	\$ -	\$ 2,200,000
<b>H. * Restricted / Contractual Obligations</b>				
Restricted by Appropriations	\$ 965,777	\$ -	\$ -	\$ 965,777
University Board of Trustees Reserve Requirement	\$ -	\$ -	\$ -	\$ -
<b>Restricted by Contractual Obligations :</b>				
<b>Compliance, Audit, and Security</b>				
Compliance Program Enhancements	\$ -	\$ -	\$ -	\$ -
Audit Program Enhancements	\$ -	\$ -	\$ -	\$ -
Campus Security and Safety Enhancements	\$ -	\$ -	\$ -	\$ -
<b>Academic and Student Affairs</b>				
Student Services, Enrollment, and Retention Efforts	\$ 50,000	\$ -	\$ -	\$ 50,000
Student Financial Aid	\$ 50,000	\$ -	\$ -	\$ 50,000
Faculty/Staff, Instructional and Advising Support and Start-up Funding	\$ 2,340,988	\$ -	\$ -	\$ 2,340,988
Faculty Research and Public Service Support and Start-Up Funding	\$ 5,855,571	\$ -	\$ -	\$ 5,855,571
Library Resources	\$ -	\$ -	\$ -	\$ -
<b>Facilities, Infrastructure, and Information Technology</b>				
Utilities	\$ -	\$ -	\$ -	\$ -
Information Technology (ERP, Equipment, etc.)	\$ 93,317	\$ -	\$ -	\$ 93,317
<a href="#">Small Carryforward Fixed Capital Outlay Projects ( Board of Governors Regulation 14.003(2) )</a>	\$ -	\$ -	\$ -	\$ -
<a href="#">Large Carryforward Fixed Capital Outlay Projects ( Board of Governors Regulation 14.003(2) )</a>	\$ -	\$ -	\$ -	\$ -
<b>Other UBOT Approved Operating Requirements</b>				
Other Operating Requirements (University Board of Trustees-Approved That Support the University Mission)	\$ 4,002,394	\$ -	\$ -	\$ 4,002,394
Contingencies for a State of Emergency Declared by the Governor ( Section 1011.45(3)(g) )	\$ -	\$ -	\$ -	\$ -
<b>Operating Restricted :</b> (Should agree with restricted column totals on "Details-Operating" tab)	\$ 13,358,047	\$ -	\$ -	\$ 13,358,047
<b>FCO Restricted :</b> (Should agree with restricted column totals on "Details-Fixed Capital Outlay" tab)	\$ -	\$ -	\$ -	\$ -
<b>Grand Total Restricted / Contractual Funds :</b>	<b>\$ 13,358,047</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,358,047</b>
<b>I. * Commitments</b>				
<b>Compliance, Audit, and Security</b>				
Compliance Program Enhancements	\$ 40,000	\$ -	\$ -	\$ 40,000
Audit Program Enhancements	\$ 263,129	\$ -	\$ -	\$ 263,129
Campus Security and Safety Enhancements	\$ 2,408,484	\$ 59,289	\$ -	\$ 2,467,773
<b>Academic and Student Affairs</b>				
Student Services, Enrollment, and Retention Efforts	\$ 12,215,633	\$ 1,148,735	\$ -	\$ 13,364,368
Student Financial Aid	\$ 24,150,960	\$ 710,000	\$ -	\$ 24,860,960
Faculty/Staff, Instructional and Advising Support and Start-up Funding	\$ 51,777,334	\$ 1,644,365	\$ 765	\$ 53,422,464
Faculty Research and Public Service Support and Start-Up Funding	\$ 30,208,987	\$ 655,493	\$ 8,398,657	\$ 39,263,137
Library Resources	\$ 500,000	\$ -	\$ -	\$ 500,000
<b>Facilities, Infrastructure, and Information Technology</b>				
Utilities	\$ -	\$ -	\$ 419,293	\$ 419,293
Information Technology (ERP, Equipment, etc.)	\$ 9,861,553	\$ -	\$ 569,251	\$ 10,430,804
<a href="#">Small Carryforward Fixed Capital Outlay Projects ( Board of Governors Regulation 14.003(2) )</a>	\$ 12,612,933	\$ -	\$ -	\$ 12,612,933
<a href="#">Large Carryforward Fixed Capital Outlay Projects ( Board of Governors Regulation 14.003(2) )</a>	\$ 4,083,896	\$ -	\$ -	\$ 4,083,896
<b>Other UBOT Approved Operating Requirements</b>				

FLORIDA STATE UNIVERSITY  
Education and General  
2024-2025 Carryforward Spending Plan Summary  
Approved by University Board of Trustees  
Balances and Spending Plans as of July 1, 2024

	Florida State University	FSU College of Medicine	FAMU-FSU College of Engineering	Grand Total : University Summary
Other Operating Requirements (University Board of Trustees-Approved That Support the University Mission)	\$ 33,313,526	\$ 56,283	\$ 520,562	\$ 33,890,370
Contingencies for a State of Emergency Declared by the Governor ( Section 1011.45(3)(g) )	\$ -			\$ -
Operating Commitments : (Should agree with committed column total on "Details-Operating" tab)	\$ 164,739,606	\$ 4,274,165	\$ 9,908,527	\$ 178,922,298
FCO Commitments : (Should agree with committed column total on "Details-Fixed Capital Outlay" tab)	\$ 16,696,829	\$ -	\$ -	\$ 16,696,829
Grand Total Commitments :	\$ 181,436,435	\$ 4,274,165	\$ 9,908,527	\$ 195,619,127
J. Available E&G Carryforward Balance as of July 1, 2024:	\$ (0)	\$ 0	\$ (0)	\$ 0

\* Please provide supplemental **detailed descriptions** for these multiple-item categories in sections F, G, and H for operating, fixed capital outlay, and FCO Reserves spending plans using Board of Governors templates provided (use worksheet tabs for "Details" included with this file).

- Notes :
- Florida Polytechnic University amounts include the Phosphate Research Trust Fund.
  - 2024 House Bill 707 amended 1011.45 F.S.** regarding university Education & General carryforward minimum reserve balances, reporting requirements, and allowable uses. 1011.45(1) states that "Each university shall maintain a minimum carry forward balance in of at least 7 percent of its state operating budget; however, a university may retain and report to the Board of Governors an annual reserve balance exceeding that amount. The spending plan shall be submitted to the university's board of trustees for review, approval, or if necessary, amendment by September 1, 2020, and each September 1 board of trustees for review, approval, or if necessary, amendment by September 1, 2020, and each September 1 thereafter. The Board of Governors shall review, approve, and amend if necessary, each university's carry forward spending plan by October 1, 2020, and each October 1 thereafter." 1011.45(3) adds "A university's carry forward spending plan must include the estimated cost per planned expenditure and a timeline for completion of the expenditure." Three additional tabs are provided with this file to allow reporting of university detailed expenditure plans for each planned expenditure or project, a completion timeline, and amount budgeted for expenditure during the reporting fiscal year.

Carryforward Spending Plan Category	Wages and Benefits	OPS	Library Resources	Student Financial Aid	Equipment, Vehicles, and Furniture	Renovations, Repairs, and Maintenance	Technology	General, Operating, Travel, Training, and Memberships	Services, Insurance, and Rentals	Total
Audit Program Enhancements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000
Campus Security and Safety Enhancements	54,616	115,000	-	-	1,287,657	103,600	501,607	50,000	583,403	2,695,883
Compliance Program Enhancements	-	-	-	-	-	-	-	-	40,000	40,000
Faculty Research and Public Service Support and Start-Up Funding	2,179,939	4,985,752	-	-	19,481,040	430,932	324,000	3,019,952	8,304,300	38,725,915
Faculty/Staff Instructional and Advising Support and Start-Up Funding	8,953,295	15,331,943	-	77,011	11,271,308	302,500	753,861	4,822,267	6,757,784	48,269,970
Information Technology (ERP, Equipment, Etc.)	-	-	-	-	4,521,143	1,280,056	2,424,843	219,477	3,197,026	11,642,546
Library Resources	-	-	500,000	-	-	-	-	-	-	500,000
Other Operating Requirements	2,666,673	4,732,337	-	-	9,651,092	7,483,940	545,604	5,511,626	8,174,667	38,765,939
Restricted by Appropriations	338,780	100,000	-	50,000	25,000	-	-	260,722	193,536	968,038
Student Financial Aid	-	-	-	23,773,007	-	-	-	-	-	23,773,007
Student Services, Enrollment, and Retention Efforts	2,141,946	6,613,376	-	50,000	1,404,256	49,500	88,210	1,815,726	1,543,375	13,706,389
Subtotal	\$ 16,335,249	\$ 31,878,408	\$ 500,000	\$ 23,950,018	\$ 47,641,496	\$ 9,650,529	\$ 4,638,126	\$ 15,699,770	\$ 29,794,091	\$ 180,087,686
Fixed Capital Outlay										16,696,829
Required Facilities Reserves										2,200,000
Total										\$ 198,984,515



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

# CONSENT ITEM M





# FLORIDA STATE UNIVERSITY

## BOARD OF TRUSTEES

### *Finance and Business Committee*

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#### **ACTION ITEM II**

**September 12, 2024**

**SUBJECT:** 2024-2025 Fixed Capital Outlay Budget

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#### **PROPOSED COMMITTEE ACTION**

1. Amend the university's fiscal year 2024-2025 fixed capital outlay budget from \$519,758,280 to \$534,400,938.
2. Grant approval for the President to submit this budget in the format prescribed by the Board of Governors, and to make subsequent changes to the budget outlined in motion 1 as needed during the fiscal year, within available resources and fund balances, and consistent with applicable laws and regulations.

#### **AUTHORITY FOR BOARD OF TRUSTEES ACTION**

Required by Florida Statute 1013.61 *Annual capital outlay budget* and Board of Governors Regulation 14.003 *Fixed Capital Outlay Projects – University Budgeting Procedures*.

Language included in House Bill 5001 (2024) *General Appropriations Act* specifically allows the use of E&G carryforward funds to support the operational, maintenance, and capital needs of FSU Health (including facilities housing health providers or their support offices), and to address deferred maintenance needs at the Donald L. Tucker Civic Center.

#### **BACKGROUND INFORMATION**

Per the statute and regulation referenced above, each University Board of Trustees shall adopt a fixed capital outlay budget as prescribed by law and regulations of the Board of Governors.

#### **ADDITIONAL COMMITTEE CONSIDERATIONS**

The fixed capital outlay budget will be submitted to the Board of Governors using their required template by October 1, 2024 for consideration at their meeting later that month.

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**Supporting Documentation Included:** 2024-2025 Fixed Capital Outlay Budget

**Submitted by:** Kyle Clark, Senior Vice President for Finance & Administration

2025 FCO Project List

Project	Funding Sources				2025 Estimated Total Project	2025 Estimated Spend
	State Appropriated	University E&G/ Carryforward	Non-Appropriated	Future Funding Requests		
Doak Campbell Stadium Premium Seating	\$ -	\$ -	\$ 233,305,705	\$ -	\$ 233,305,705	\$ 141,000,000
NW Campus Housing, Dining, & Parking	-	-	232,500,000	-	232,500,000	3,500,000
Legacy Hall	44,000,000	63,519,189	52,480,811	-	160,000,000	75,000,000
College of Engineering	25,000,000	-	-	124,500,000	149,500,000	2,000,000
Arts District	1,467,202	-	-	145,532,798	147,000,000	1,250,000
Football Operations Facility	-	-	144,000,000	-	144,000,000	68,000,000
FSU-TMH Academic Health Center	125,000,000	12,500,000	-	-	137,500,000	38,000,000
IRCB	44,000,000	37,000,000	49,000,000	-	130,000,000	35,000,000
Panama City Health Academic Center	4,000,000	-	-	96,000,000	100,000,000	3,000,000
Dittmer Remodel	95,400,000	-	-	-	95,400,000	2,500,000
Academic Support Building (Mendenhall)	40,000,000	-	-	34,880,000	74,880,000	2,000,000
Deferred Maintenance - Main Campus - 77 Projects	66,187,052	4,394,737	-	-	70,581,789	21,100,506
College of Nursing	2,000,000	-	-	48,000,000	50,000,000	1,000,000
Veterans Legacy Complex	17,500,000	-	-	29,900,000	47,400,000	1,000,000
Kellogg Remodel	2,300,000	14,905,762	194,238	17,250,000	34,650,000	3,000,000
Strategic Housing Property Acquisitions	-	-	30,000,000	-	30,000,000	-
Strategic Property Acquisitions	-	-	25,000,000	-	25,000,000	10,000,000
Doak Campbell Stadium Improvements	-	-	20,000,000	-	20,000,000	10,000,000
MagLab Primary Electrical	15,820,017	2,929,983	-	-	18,750,000	7,000,000
Biology One	-	10,000,000	3,208,000	-	13,208,000	4,500,000
Women's Lacrosse Field & Amenities	-	6,000,000	6,000,000	-	12,000,000	6,000,000
Moore Auditorium Renovation	-	6,000,000	6,000,000	-	12,000,000	1,000,000
Center for Energy Independence	3,000,000	-	646,018	2,953,982	6,600,000	600,000
Emergency Recovery	-	6,350,000	-	-	6,350,000	2,000,000
Ringling HVAC	-	-	5,000,000	-	5,000,000	350,000
Engineering Lab Building Renovation	-	5,000,000	-	-	5,000,000	1,000,000
Kelman Plaza	-	-	5,000,000	-	5,000,000	500,000
Deferred Maintenance - Panama City - 2 Projects	5,000,000	-	-	-	5,000,000	2,000,000
WFSU Transmitter	-	4,100,000	500,000	-	4,600,000	393,765
Turnbull Conference Center	-	4,300,000	-	-	4,300,000	3,000,000
UCA Chilled Water Loop Extension	-	-	4,200,000	-	4,200,000	3,000,000
Diffenbaugh Capital Renewal	-	4,000,000	-	-	4,000,000	750,000
Sliger Capital Renewal	-	4,000,000	-	-	4,000,000	2,000,000
NHMFL Capital Renewal	-	4,000,000	-	-	4,000,000	2,132,748
Maryland Circle Phase 2	-	-	4,000,000	-	4,000,000	2,000,000
Strozier Library Sub-basement	-	4,000,000	-	-	4,000,000	1,000,000
Dining Services Renovations	-	-	4,000,000	-	4,000,000	2,000,000
The Clock Building Deferred Maintenance	-	4,000,000	-	-	4,000,000	250,000
Rogers 5th FL Reno	-	3,600,000	-	-	3,600,000	3,000,000
Bryan Hall Mechanical Upgrade	-	-	3,500,000	-	3,500,000	719,393
UCD Figg Dining Modifications	-	-	3,500,000	-	3,500,000	1,000,000
Tucker Center Chiller Replacement	-	3,500,000	-	-	3,500,000	2,000,000
Alumni Center Renovation	-	-	3,000,000	-	3,000,000	2,000,000
Thrasher Capital Renewal	-	3,000,000	-	-	3,000,000	2,000,000
Carraway Capital Renewal	-	3,000,000	-	-	3,000,000	500,000
Tucker Center HVAC	-	3,000,000	-	-	3,000,000	500,000
College of Engineering Chiller	-	3,000,000	-	-	3,000,000	500,000
Tully Gym Renovation	-	1,000,000	2,000,000	-	3,000,000	1,650,000
Sandels Capital Renewal	-	-	2,737,158	-	2,737,158	474,153
Bryan Hall Shower Renovations	-	-	2,651,852	-	2,651,852	100,000
Biology Unit 1, First Floor	-	1,302,624	1,302,624	-	2,605,248	1,500,000
Theater Renovations	-	-	2,600,000	-	2,600,000	1,000,000
Rogers Basement Renovations	-	2,500,000	-	-	2,500,000	178,431
Ringling Rupp Pavilion	-	-	2,300,000	-	2,300,000	1,000,000
Central Utilities Plant 15KV	-	-	2,111,201	-	2,111,201	49,215
Multipurpose Educational Facility HVAC	-	-	2,041,127	-	2,041,127	1,979,769
Tucker Center Parking Lot	-	2,000,000	-	-	2,000,000	1,000,000
Strozier Library 3rd Floor Renovations	-	2,000,000	-	-	2,000,000	500,000
Fine Arts Renovations	-	2,000,000	-	-	2,000,000	300,000
Broward Hall Mechanical Upgrade	-	-	2,000,000	-	2,000,000	450,000
FSU Health Administration Building - Phillips	-	2,000,000	-	-	2,000,000	800,000
Parking Garage Safety	-	2,000,000	-	-	2,000,000	800,000
Wildwood North Shower Replacement	-	-	2,000,000	-	2,000,000	50,000
156 Consolidated Projects Under \$2M	855,000	42,476,813	53,434,259	-	96,766,072	51,522,958
Grand Total	\$ 491,529,271	\$ 273,379,108	\$ 910,212,993	\$ 499,016,780	\$ 2,174,138,152	\$ 534,400,938



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

# CONSENT ITEM N



# FLORIDA STATE UNIVERSITY

## BOARD OF TRUSTEES

### *Finance and Business Committee*

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#### **ACTION ITEM III**

**September 12, 2024**

**SUBJECT:** Status Report on Purchase Orders \$1.0 million and 5+ Year Service Contracts

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#### **PROPOSED COMMITTEE ACTION**

Approve the University's Status Report on Purchase Orders issued over \$1.0 million and 5-year Service Contracts executed/in force in Fiscal Year 2024.

#### **AUTHORITY FOR BOARD OF TRUSTEES ACTION**

The Florida State University Board of Trustees Policy on Reporting Purchase Orders and Service Contracts, Item 14, approved January 24, 2003.

#### **BACKGROUND INFORMATION**

The Florida Board of Governor's Resolution dates January 7, 2003, provides that "The Boards of Trustees shall be responsible for cost-effective policy decisions appropriate to the University's mission, the implementation and maintenance of high-quality education programs within laws and rules of the Board of Governors, the measurement of performance, the reporting of information, and the provision of input regarding state policy, budgeting and education standards." Also, the Resolution requires "the President to deliver to the Board of Trustees all data and information required by the Board of Trustees in the performance of its duties." Adoption of the above referenced policy helps ensure that the FSU BOT receives the information it needs to fulfill its responsibilities in the contracting area.

#### **ADDITIONAL COMMITTEE CONSIDERATIONS**

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**Supporting Documentation Included:** Attachment – Status Report on Purchase Orders \$1.0 million and 5+ Year Service Contracts

**Submitted by:** Kyle Clark, Senior Vice President for Finance & Administration

**Suppliers with orders over \$1,000,000  
and Service Contracts over \$1,000,000 or 5+ years  
(July 2023 through June 2024)**

Purchase Orders

\$1M - \$1.5M (21 total)

<b>CDW Government</b>	\$1,272,689.60 CrowdStrike 36 Month Essential Support software for ITS. National IPA Technology Solutions Education contract 2018011-01.
<b>CDW Government</b>	\$1,060,841.64 Microsoft 365 A5 renewal. National IPA Technology Solutions Education contract 2018011-01.
<b>Construction Solutions LLC</b>	\$1,345,523.87 Housewright room 114 renovation. JOC contract from RFQ-00536-2021.
<b>Cytek Biosciences</b>	\$1,198,653.41 Laser for FSU Biomed. ITN 6615-3.
<b>District Board of Putnam County</b>	\$1,165,000.00 Hotel, room rental, and NEFEC support for Florida Center for Reading Research. ITN 6571-6.
<b>Ensono LLC</b>	\$1,440,000.00 Mainframe as a Service for NWRDC. ITN 7001-6.
<b>Ex Libris (USA) Inc</b>	\$1,474,650.89 Alma yearly software subscription for FLVC. UWF ITN #18ITN-06AJ.
<b>Expert Construction Managers, Inc.</b>	\$1,434,622.00 DPO for Project Management Services for WFSU TV Transmitters. RFQ 6486-4.
<b>Florida Architectural Precast, Inc</b>	\$1,331,390.38 DPO for COB Legacy Hall precast materials. Alternate source contract.
<b>Messer LLC</b>	\$1,250,000.00 Bulk helium for National High Magnetic Field Laboratory. ITN 6521-3.
<b>Mobile Piano Warehouse</b>	\$1,308,000.00 Steinway model grand pianos for College of Music. ITB 6605-2.
<b>OCLC – Online Computer Library Center</b>	\$1,454,068.91 Cataloguing, ILL, and First Search for FLVC. Exempt – subscription.
<b>Oracle America Inc</b>	\$1,297,475.40 Oracle software maintenance. Exempt Service in accordance with FSU-2.015 (9)(d)(14).
<b>Otis Elevator Company</b>	\$1,204,356.00 Preventative maintenance for elevators. OMNIA cooperative contract.

<b>Perma-Fix Environmental Services, Inc.</b>	\$1,435,000.00 Dittmer building remediation. Contract between Department of Energy and Princeton Plasma Physics Laboratory.
<b>Perspecta Enterprise Solutions LLC</b>	\$1,300,628.88 Enterprise storage for NWRDC. NASPO Value Point Master Agreement # AR3115.
<b>Secureworks Inc</b>	\$1,250,271.77 Taegis ManagedXDR for NWRDC. 43230000-NASPO-16-ACS contract.
<b>Secureworks Inc</b>	\$1,127,947.40 Taegis XDR for DOH for NWRDC. 43230000-NASPO-16-ACS contract.
<b>Southern Bleacher Company, Inc</b>	\$1,333,910.00 Home bleachers with pressbox for FSUS. Buy Board Contract 679-22.
<b>Vulcraft Alabama – A Division of Nucor</b>	\$1,035,836.00 DPO for Joist & decking materials for Moore Athletic Center for football operations project. Funded by FSU Athletic Association.
<b>Wheeler Emergency Management Consult.</b>	\$1,200,000.00 Emergency purchase for disaster debris monitoring.

**\$1.5M+ (47 total)**

<b>(AHP) Architectural Hardware Products</b>	\$2,179,781 DPO order for doors & hardware materials for COB Legacy Hall project. Alternate source contract.
<b>4Topps, LLC</b>	\$4,445,748.25 Premium seating, shipping, and installation. Funded by FSU Athletic Association.
<b>Ajax Building</b>	\$6,933,005.00 Construction for FSU/TMH Academic Health Center. RFQ 6606-M.
<b>Approved Fireproofing Service, INC</b>	\$1,606,950.00 Remediation services for National High Magnetic Field Laboratory. ITN 6422-A.
<b>Architects: Lewis + Whitlock PA</b>	\$1,568,227.00 Kellogg building renovation. RFQ 00735-2022.
<b>ATOS</b>	\$3,796,210.43 FASET project for the DOE for FLVC. ITN 6401-6.
<b>Bruker Biospin Corp</b>	\$2,055,306.00 Console upgrade for scientific equipment. Exempt: Supplier and item prescribed by NSF grant.
<b>Carahsoft Technology Corp</b>	\$1,657,792.50 eCare Vault for Florida Institute for Child Welfare. E&I contract EI000063.
<b>Childers Construction</b>	\$2,121,644.00 Biology Unit One 1 <sup>st</sup> floor remodel. RFQ-00535-2021.

<b>City of Tallahassee</b>	\$5,215,000.00 Campus bus service. ITN 5837-A.
<b>Ebsco Industries Inc</b>	\$2,808,427.00 Academic Search Complete and other library resource databases. Exempt: statewide group e-resources.
<b>Ensono LLC</b>	\$8,916,000.00 Mainframe-as-a-service for NWRDC. ITN 7001-6.
<b>Ensono LLC</b>	\$10,125,288.00 Mainframe-as-a-service for NWRDC. ITN 7001-6.
<b>FEI</b>	\$2,127,498.00 Glacius 2 scientific device for Biological Science. Exempt: prescribed by NIH grant.
<b>Fieldturf USA, Inc.</b>	\$1,661,310.00 Removal and reinstallation of track surface. Sourcewell Contract # 031622-FTU.
<b>Florida Department of Children and Families</b>	\$2,035,280.00 DCF pre-service deliverables for Florida Institute for Child Welfare. Exempt: Service provided by governmental agency.
<b>Gatesair, Inc.</b>	\$2,490,517.06 GatesAir transmitter for WFSU-TV. RFQ 6586-4.
<b>GMF Industries Inc</b>	\$3,114,856.00 DPO for structural steel for FSU Football Operations Facility. Bid by Childers Construction.
<b>Illumina Inc</b>	\$1,581,610.00 NovaSeq X Plus Sequencing System for MED Research & Grad Programs. University of Virginia contract UVA-AGR-LAB-00194.
<b>Imagination Station, Inc.</b>	\$3,100,000.00 Supplemental online materials for Civics & History Education. ITN 6612-6.
<b>Insight Public Sector Inc</b>	\$2,232,965.00 Microsoft Azure overage for NWRDC. Alternate source contract 43210000-US-16-ACS.
<b>Insight Public Sector Inc</b>	\$2,564,835.88 SQL Server Enterprise, Win Server DC Core, and other software for NWRDC. Alternate source contract 43210000-US-16-ACS.
<b>Johnson-Lancaster and Associates, Inc.</b>	\$3,939,928.05 Food service equipment for Doak Campbell Stadium Modernization. Funded by FSU Athletic Association.
<b>L&amp;W Supply Corporation</b>	\$1,676,381.00 Drywall systems for Legacy Hall project. Alternate source contract.
<b>Looks Great Services of MS, Inc</b>	\$3,000,000.00 Storm related hauling debris, grinding, cutting of trees, and stump removal. ITN 6454-A.
<b>Mad Dog Design and Construction Co., Inc</b>	\$2,473,424.54 Renovation of dorms and restrooms in Bryan Hall. RFQ-00535-2021.



<b>Mad Dog Design and Construction Co., Inc</b>	\$3,485,874.72 Reroof of College of Medicine Thrasher building. RFQ-00535-2021.
<b>Manhattan-Culpepper Construction</b>	\$148,082,397.00 Doak Campbell Stadium Modernization. Funded by FSU Athletic Association.
<b>Microsoft Corporation</b>	\$1,577,305.00 FETPIP Data Modernization and Application Migration project for NWRDC for the DOE. State of Florida Contract 43230000-15-01.
<b>Mythics, LLC</b>	\$4,810,248.09 Oracle license and maintenance support RTU licenses for NWRDC. Maricopa County Contract # 180233-002 (US Communities).
<b>Nations Group LLC</b>	\$2,175,743.94 Project management services for Doak Campbell Stadium Modernization. Funded by FSU Athletic Association.
<b>Peraton Inc</b>	\$1,947,102.30 Storage as a service for NWRDC. ITN 6505-6.
<b>Populous, Inc.</b>	\$2,642,807.35 Design services for Football Operations. Funded by FSU Athletic Association.
<b>Populous, Inc.</b>	\$4,372,218.25 Design services for Doak Campbell Stadium Modernization. Funded by FSU Athletic Association.
<b>Ram Construction &amp; Development LLC</b>	\$14,157,254.76 Doak Campbell Stadium Improvements Phase 2A and 1B. Two PO's. RFQ-00536-2021.
<b>Remediation Services Inc</b>	\$2,838,317.30 Excavation and transportation of low-level radiation waste (LLRW). Emergency.
<b>Sciberius Inc</b>	\$2,032,611.00 IT staff augmentation for Learning Systems Institute. GSA contract GS-35F-0438X.
<b>Secureworks Inc</b>	\$1,671,286.48 Taegis ManagedXDR for NWRDC. Alternate source contract 43230000-NASPO-16-ACS.
<b>Southern Standard Construction LLC</b>	\$15,827,783.00 Switchgear & dynamic VAR system replacement for National High Magnetic Field Laboratory. RFQ-00536-2021.
<b>Southern Standard Construction LLC</b>	\$1,563,483.57 Rogers building basement remodeling Phase IIb. RFQ-00536-2021.
<b>The Emmes Company LLC</b>	\$2,147,730.00 Statistical & Data Mgmt Lead for CON Research. Exempt: Prescribed by a granting agency.
<b>The Whiting-Turner Contracting Company</b>	\$94,925,299.00 Construction Management for Football Operations. Funded by FSU Athletic Association.
<b>Trane US Inc</b>	\$3,048,626.60 HVAC equipment installation for Tucker Center. GSA Schedule MAS Contract # 47QSWA20D002A.

**Xello Inc.**

\$5,325,000.00 Career Readiness Project for FLVC.  
Three PO's. ITN 6343-6.

## Five Year + Service Contracts – Expense

Less than \$100K (176 total)

<b>A-Frame Videography &amp; Post Production LI</b>	\$0 expense FYE 2024. Term: 6/26/2024 - no end date. To secure performance rights for video about the Flying High Circus.
<b>ABB Inc</b>	\$72,735.11 expense FYE 2024. Term: 1/29/2021 - 9/30/2024. VVS AND MMC UPGRADE CONTRACT. Exemption: Federal grant.
<b>ACS Architectural Construction Services</b>	\$19,034.00 expense FYE 2024. Term: 10/13/2023 - no end date. Foodservice Design Proposal.
<b>Active Internet Technologies LLC</b>	\$3,300.00 expense FYE 2024. Term: 6/30/2023 - 6/30/2028. Finals site CMS platform.
<b>Adobe Systems INC</b>	\$4,755.04 expense FYE 2024. Term: 9/29/2022 - 9/28/2025. Adobe Creative Cloud software.
<b>Affiliated Engineers SE</b>	\$94,715.00 expense FYE2022. Term 7/1/19 - 6/30/22 plus two 1-year renewal options. Provides MEP Engineering Continuing Services, RFQ-00243-2019.
<b>American Museum of Natural History</b>	\$17,500.00 expense FYE 2024. Term: 11/6/2023 - 9/29/2033. CLC-AMNH Dark Universe license for planetarium show.
<b>Anser Advisory</b>	\$0 expense FYE 2024. Effective date thru 6/30/25 plus 2 1-year periods. Provides Construction Cost Estimating Services ITN 6353-A.
<b>Apogee Telcom INC</b>	\$37,761.98 expense FYE 2024. Term: 6/10/2021 – 6/30/2024 plus three 1-year periods. Provides for Athletics Direct TV Services. ITN 6234-6
<b>Applied Biological Materials Inc.</b>	\$0 expense FYE 2024. Term: 9/18/2019 – 9/17/2029 and no renewal options. Material Transfer Agreement to use biological materials for research only for Human Sciences. Under Bid Limit.
<b>Atelier 4 Inc.</b>	\$25,540.00 expense FYE 2024. Term: 4/9/2020 – 4/6/2025 plus five additional 1-year renewal terms. Customs Brokerage & International Freight Forwarding Services. ITN 6091-3.

<b>Athletic &amp; Family Chiropractic PI</b>	\$13,286.00 expense FYE 2024. Term: 9/1/2023 - 8/31/2024. 2023: 116 Athletic Family Chiropractic.
<b>Audienceview Ticketing Corp</b>	\$35,000.00 expense FYE 2024. Term: 7/1/2024 - 6/30/2031 plus two 1-year renewal options. Event Ticketing System AudienceView. Extended due to ITN 6473-6 under evaluation.
<b>Axias FL LLC</b>	\$0 expense FYE 2024. Effective date thru 6/30/25 plus 2 1-year periods. Provides Construction Cost Estimating Services ITN 6353-A.
<b>B2B Environments Inc DBA Jack Porter Inc</b>	\$12,800.00 expense FYE 2024. Term: 10/14/2022 - no end date. Branding package for Legacy Hall.
<b>Bakers Sports Inc</b>	\$39,184.85 expense FYE 2024. Term: 6/18/2024 - 6/30/2029. Athletic pads.
<b>BCP Foley I LLC</b>	\$15,318.35 expense FYE 2024. Term: 2/1/2024 - 1/31/2029 plus two 5-year renewal options. Lease agreement.
<b>Bellwether</b>	\$44,908.20 expense FYE 2024. Term: 10/21/2019 – 9/30/2024. Provides FSU Graduation Event Ticketing, RSVP, and Seat Management. ITN 6073-6.
<b>Bento Tally LLC</b>	\$196.32 expense FYE 2024. Term: 9/26/2022 - no end date. Sponsorship agreement for FSU Homecoming.
<b>Bevis Colonial Funeral Home</b>	\$20,500.00 expense FYE 2024. Term: 3/1/2020 – 12/31/2023 plus two 1-year renewal options. Provides for Cremation Services for College of Medicine. ITB 6107-6.
<b>Big Ten Academic Alliance</b>	\$6,000.00 expense FYE 2024. Term: 7/14/2023 - 7/25/2028. Under this agreement, FLVC will join the Library Accessibility Alliance to help promote equitable access to library services and electronic resources.
<b>Biodigital Inc</b>	\$0 expense FYE 2024. Term: 12/20/2022 - 12/31/2027. E-resource materials for FLVC.
<b>Blue Cross Blue Shield of Florida</b>	\$0 expense FYE 2024. Term: 6/1/2024 - 6/1/2025. An agreement to hold submission of claims beginning 6/15/24.
<b>Blue Cross Blue Shield of Florida DBA Florida Blue Foundation</b>	\$0 expense FYE 2024. Term: 11/28/2023 - 12/30/2028. IMS_FL Blue Grant_2023-2028.
<b>Breakthrough Learning Inc</b>	\$0 expense FYE 2024. Term: 3/22/2023 - no end date. Friday Night at the ER kit for College of Medicine.
<b>C&amp;K Systems Inc</b>	\$11,376.70 expense FYE 2024. Term: 8/17/2023 - no end date. C&K Systems - Counterpoint Upgrade.

<b>Cal Closets Retail Inc</b>	\$0 expense FYE 2024. Term: 9/10/2022 - no end date. Clothing closet for FSU Career Center.
<b>Capital Transportation</b>	\$15.60 expense FYE 2024. Term: 4/6/2023 - no end date. University Health Services contract for one-way transportation services for patients.
<b>Cedar Mountain Software Inc</b>	\$0 expense FYE 2024. Term: 12/9/2022 - 12/15/2027. Pantrysoft application for managing food pantries and food banks for Dean of Students.
<b>Centralcast LLC</b>	\$85,798.48 expense FYE 2024. Term: 6/20/2023 - 6/20/2028 plus one 4-year renewal option. WFSU television master control services.
<b>Coastal Carolina University</b>	\$0 expense FYE 2024. Term: 2/20/2024 - 5/1/2029. International Programs Coastal Carolina MOA.
<b>Columbia Sportswear Co</b>	\$6,167.00 expense FYE 2024. Term: 10/13/2022 – no end date. Textile testing for Jim Moran College of Entrepreneurship.
<b>Comcast Inc</b>	\$88,556.13 expense FYE 2024. Term 7/20/2021-7/20/2026. Provides internet service and equipment and enterprise services for ITS.
<b>Command Corporation</b>	\$90,363.63 expense FYE 2024. Term: 11/14/2022 – no end date. Beltpacks for RDCH house management for College of Music. RFQ.
<b>Conservatorio di Musica "G. Puccini" di La Spezia</b>	\$0 expense FYE 2024. Term: 4/19/2024 - 4/19/2029. Conservatorio di Musica G. Puccini della Spezia, Exchange Agreement.
<b>Corrigan Moving Systems Inc</b>	\$10,642.50 expense FYE 2024. Term: 8/9/2023 - no end date. Moving service for lab materials.
<b>Creative Empire LLC DBA Mango Languages</b>	\$10,825.82 expense FYE 2024. Term 6/10/2022-12/31/2027. Provides language subscription services for Florida Virtual Campus. Exempt – Subscription Group E-Resources.
<b>CSI Contracting</b>	\$0 expense FYE 2024. Term: 7/1/22-6/30/25 plus two 1-year renewals. Provides Job Order Contracting services RFQ-00536-2021
<b>CVENT</b>	\$17,262.63 expense FYE 2024. Term: 7/1/2024 - 6/30/2029. Cvent College of Law.
<b>DAG Architects</b>	\$60,435.00 expense FYE 2024. Term 7/1/19-6/30/22 plus two 1-year renewal options. Provides Architect Services for Minor Construction Projects, RFQ-00240-2019.
<b>Dankook University</b>	\$0 expense FYE 2024. Term: 11/21/2023 - 11/20/2028. Non-monetary contract for Cetner for Global

	Engagement.
<b>David H Melvin Inc Consulting Engineers</b>	\$18,337.50 expense FYE 2024. Term 7/1/19-6/30/22 plus two 1-year renewal options. Provides Civil Engineering Continuing Services, RFQ-00247-2019 and RFQ-00248-2019.
<b>Deloitte</b>	\$20,000.00 expense FYE 2024. Term: 1/10/2024 - 1/10/2029 plus one 4-year renewal option. Consulting Services for Comprehensive Workforce Enhancement. ITN 6575-6.
<b>Department of Management Services</b>	\$0 expense FYE 2024. Term: 5/22/2024 - 6/30/2026 plus two 1-year renewal options. NWRDC provides the department with the data center products and services outlined in the agreement.
<b>Department of The Navy</b>	\$0 expense FYE 2024. Term: 8/11/20 – 8/10/25. Panama City Educational Services. Exempt Services.
<b>Devereux Advanced Behavioral Health GA</b>	\$0 expense FYE 2024. Term: 6/8/2024 - 6/8/2029. FSU Music Therapy Internship Site Agreement Deveraux.
<b>Dewey Data Inc</b>	\$10,000.00 expense FYE 2024. Term: 3/27/2024 - 3/27/2029. The Warren Group - Property Data Set.
<b>DGP Development, Inc.</b>	\$0 expense FYE 2024. Term: 1/30/2019 – 2/3/2027 plus two 4-year renewal options. Provides for Distributed Antenna System (DAS) Management for Athletics. ITN 5949-6.
<b>Digital Theatre US LLC</b>	\$21,480.87 expense FYE 2024. Term: 1/1/2023 - 12/31/2027. Platform and content (high-definition films of stage productions that can be streamed on demand) for FLVC.
<b>DRMP, Inc</b>	\$0 expense FYE 2024. Term 7/1/19 - 6/30/22 plus two 1-year renewal options. Provides Civil Engineering Continuing Services, RFQ-00247-2019.
<b>EAB Global Inc</b>	\$3,840.00 expense FYE 2024. Term: 5/4/2023 - 8/1/2027. Cloud-based online advising and academic support system. ITN 6418-4.
<b>Echonus Inc</b>	\$6,750.00 expense FYE 2024. Term: 6/1/2024 - 5/31/2029. MED - EchoNous Ultrasound RMSCs.
<b>EIP Holdings II LLC</b>	\$1,815.00 expense FYE 2024. Term: 2/8/2023 - 2/28/2033. Lease agreement for tower in Mariana, FL for WFSU.
<b>Emerald Publishing Limited</b>	\$59,379.00 expense FYE 2024. Term: 5/22/2023 - no end date. Emerald eJournal Backfiles Premier for University Libraries.
<b>Enscape, Inc.</b>	\$0 expense FYE 2024. Term: 6/11/2020 – 5/29/2025.

	Software License Agreement for use with FSU Interior Architecture and Design within the College of Fine Arts.
<b>Ellana, Inc.</b>	\$0 expense FYE 2024. Effective date thru 6/30/25 plus 2 1-year periods. Provides Construction Cost Estimating Services ITN 6353-A.
<b>Elliott Marchell Innes, PA</b>	\$0 expense FYE 2024. Term 7/1/19-6/30/22 plus two 1-year renewal options. Provides Architect Services for Minor Construction Projects, RFQ-00240-2019.
<b>Encyclopedia Britannica</b>	\$21,033.45 expense FYE 2024. Term 1/1/2022-1/1/2027. Provides academic online database subscription for Florida Virtual Campus. Exempt – Subscriptions E-Resources.
<b>Everbridge Inc</b>	\$45,347.48 expense FYE 2024. Term: 7/1/2024 - 6/30/2029. For system of communications and warnings for developing emergency situations. Master terms are with parent contract. Procured through GSA contract# Contract Number: #GS-35F-0692P, Period Covered by Contract: July 19, 2004, to July 18, 2024; Amendment will extend the period to June 30, 2029. Florida Division of Emergency Management Contract Number: D0003 RFQ# RFQ-DEM-18-19-021.
<b>Florida Department of Education</b>	\$0 expense FYE 2024. Term: 1/1/2024 - 1/1/2029. Under this MOU, the Florida Virtual Campus provides project management and support services for the Florida Dept of Education's Career Connection and Readiness System.
<b>Florida Department of Environmental Protection</b>	\$7,200.00 expense FYE 2024. Term: 10/31/2023 - no end date. State of Florida DEP Permission to Enter Property.
<b>Florida Emergency Physicians</b>	\$4,800.00 expense FYE 2024. Term: 9/25/2023 - 9/25/2028 plus five 1-year renewal options. Florida Emergency Physicians Kang & Associates.
<b>Florida State Courts System</b>	\$0 expense FYE 2024. Term: 1/29/2024 - 1/29/2029 plus five 1-year renewal options. Dark Fiber License Agreement (ITS).
<b>Florida Virtual School</b>	\$0 expense FYE 2024. Term: 11/1/2023 - 10/31/2026 plus two 1-year renewal options. NWRDC provides the school with the data center products and services outlined in Attachment A.
<b>Front Rush LLC</b>	\$45,667.00 expense FYE 2024. Term: 6/25/2020 – 6/30/2024 plus two 1-year renewal options. Provides for FSU Athletics Recruiting and Compliance Software. ITN 6130-6.
<b>Galante Art Conservation, LLC</b>	\$0 expense FYE 2024. Term: 10/9/2023 - 10/9/2028 plus one 4-year renewal option. Art Conservation and

	Restoration Services for the John & Mable Ringling Museum of Art. ITN 6531-6.
<b>George &amp; Associates Consulting Eng Inc</b>	\$20,409.15 expense FYE 2024. Term 7/1/19 - 6/30/22 plus two 1-year renewal options. Provides Civil Engineering Continuing Services, RFQ-00247-2019.
<b>GGI, LLC dba Genesis</b>	\$0 expense FYE 2024. Term 7/1/19 - 6/30/22 plus two 1-year renewal options. Provides Civil Engineering Continuing Services, RFQ-00247-2019.
<b>Gideon Taylor Consulting LLC</b>	\$19,020.60 expense FYE 2024. Term: 3/2/2023 - 3/1/2028. PaymentTalk / PaymentWorks vendor software. Exemption 4 proprietary computer software, accessories and supplies, including expendable items from a single source for existing equipment and systems where no other manufacturer's product can be used.
<b>Global Construction Estimating</b>	\$0 expense FYE 2024. Effective date thru 6/30/25 plus two 1-year periods. Provides Construction Cost Estimating Services ITN 6353-A.
<b>H2Engineering, Inc.</b>	\$12,738.71 expense FYE 2024. Term 7/1/19 - 6/30/22 plus two 1-year renewal options. Provides MEP Engineering Continuing Services, RFQ-00243-2019.
<b>Hansung University</b>	\$0 expense FYE 2024. Term: 10/31/2023 - 10/30/2028. Hansung University.
<b>Hicks Nation Architects Inc</b>	\$12,671.33 expense FYE 2024. Term 7/1/19-6/30/22 plus two 1-year renewal options. Provides Architect Services for Minor Construction Projects, RFQ-00240-2019.
<b>Hilltop Securities Inc</b>	\$12,012.50 expense FYE 2024. Term: 12/7/2023 - 12/6/2028 plus four 1-year renewal options. Hilltop Securities Municipal Advisor.
<b>Hiroshima University</b>	\$0 expense FYE 2024. Term: 11/8/2023 - 11/8/2028. Hiroshima University, Exchange Agreement.
<b>Hoy Stark Hagan Architects</b>	\$0 expense FYE2022. Term 7/1/19-6/30/22 plus two 1-year renewal options. Provides Architect Services for Minor Construction Projects, RFQ-00240-2019.
<b>Human Motion Technologies LLC</b>	\$47,863.50 expense FYE 2024. Term: 8/14/2023 - no end date. This Contract is executed to procure from HUMOTECH a unique robotic prosthetic, in this case a facsimile of a human leg to support the research of new faculty member Dr. Taylor Higgins.
<b>Iclemyer Inc</b>	\$0 expense FYE 2024. Term: 12/7/2023 - no end date. Darren Criss Golden Torch 10/13/23.
<b>Iconic Group Inc DbA Grad Images</b>	\$3,400.00 expense FYE 2024. Term: 10/1/2023 - 12/31/2028 plus one 4-year renewal option.

	Commencement Photography Services. ITN 6488-6.
<b>IGI Global</b>	\$0 expense FYE 2024. Terms: 1/1/2023 - 12/31/2027 and 2/15/2023 - no end date. eBooks and eJournals collections for FLVC.
<b>IMAX Corp</b>	\$58,942.52 expense FYE 2024. Term: 1/30/2021 – 1/29/2026. IMAX projection system and trademark. Exempt Service.
<b>Itasca Consulting Group Inc</b>	\$16,610.00 expense FYE 2024. Term: 8/24/2023 - no end date. Itasca-Wasman/Demi.
<b>John S James Co</b>	\$30,471.66 expense FYE 2024. Term: 4/3/2020 – 4/6/2025 plus up to five additional 1-year renewal terms. Customs Brokerage & International Freight Forwarding Services. ITN 6091-3.
<b>John Wiley &amp; Sons, Inc.</b>	\$55,692.40 expense FYE 2024. Term: 4/5/2024 - 12/31/2026. Wiley online journals database for University Libraries. Exempt Service.
<b>Johnson-Laux</b>	\$0 expense FYE 2024. Term: 7/1/22 - 6/30/25 plus two 1-year renewals. Provides Job Order Contracting services RFQ-00536-2021. RFQ-00536-2021
<b>Jonkoping University</b>	\$0 expense FYE 2024. Term: 4/23/2024 - 4/23/2029. Jonkoping University, Exchange Agreement.
<b>Kanopy</b>	\$54,239.3 expense FYE 2024. Term: 1/1/2024 - 1/1/2029. FLVC is entering into this Master e-Resource Subscription Agreement on behalf of the Florida College and State University Systems.
<b>Kaplan Inc. dba Kaplan Test Prep</b>	\$0 expense FYE 2024. Term: 12/12/2019 – 12/11/2024. Educational Services Agreement – MCAT prep and course for College of Medicine. Exempt: Educational Services.
<b>Kranos Corporation</b>	\$4,910.33 expense FYE 2024. Term 2/11/2022- 2/15/2027. Provides football helmets and reconditioning. ITN 0606-6.
<b>Leaf Capital Funding LLC</b>	\$33,837.06 expense FYE 2024. Term: 6/30/2023 - 6/30/2028. Lease agreement for Verkada Command cloud service & VX subscription provided by CDW.
<b>Local Coffee Co</b>	\$0 expense FYE 2024. Term: 1/14/2022 - 6/30/2032. Provides local tea licensing.
<b>Mahidol University International College</b>	\$0 expense FYE 2024. Term: 11/28/2023 - 11/28/2028. Mahidol University International College, Exchange Agreement.
<b>Mainline Information Systems, Inc</b>	\$50,371.90 expense FYE 2024. Term: 1/26/2023 - no end date. VMware Consulting & Learning Vouchers for



NWRDC.

<b>Marpan Supply Co Inc</b>	\$73,379.28 expense FYE 2024. Term: Effective Date - 6/30/27 (plus two 1-year renewal options). FSU Leases trash compactors for Oglesby Union.
<b>Maximus Inc</b>	\$32,933.00 expense FYE 2024. Term: 7/1/2023 – 7/30/2026. Provides for maximus consulting services – webspace license agreement and CRIS License and Consulting Agreement for Sponsored Research Services. Exempt: Proprietary Computer Software.
<b>Mazevo LLC</b>	\$9,631.00 expense FYE 2024. Term: 8/1/2022 - 8/1/2028. Scheduling system and EMS data conversion for Oglesby Union.
<b>Mc Ginnis &amp; Fleming Engineering</b>	\$26,803.00 expense FYE 2024. Term 7/1/19-6/30/22 plus two 1-year renewal options. Provides MEP Engineering Continuing Services, RFQ-00243-2019.
<b>McGraw-Hill Education</b>	\$78,681.78 expense FYE 2024. Term: 12/20/2019 – 12/31/2024. Provides for web-based subscription services for related courses, content, and information for undergraduate studies. Exempt – training and education.
<b>McKim &amp; Creed, Inc.</b>	\$0 expense FYE 2024. Term 7/1/19-6/30/22 plus two 1-year renewal options. Provides MEP Engineering Continuing Services, RFQ-00243-2019.
<b>Medigreen Waste Services</b>	\$0 expense FYE 2024. Term: 2/1/2021 – 6/30/2024 plus one remaining 1-year renewal option. Provides for Laboratory Animal Resources Biomedical Waste Pickup Services. ITN6207-6.
<b>Mid Florida Armored &amp; ATM Services</b>	\$61,775.98 expense FYE2022. Term: 7/1/2023 – 6/30/2025 plus three 1-year renewal options. Provides for Armored Car Services. RFQ.
<b>Mitchell Gulledge Engineering</b>	\$0 expense FYE 2024. Term 7/1/19-6/30/22 plus two 1-year renewal options. Provides MEP Engineering Continuing Services, RFQ-00243-2019.
<b>MLD Architects</b>	\$40,996.00 expense FYE 2024. Term 7/1/19-6/30/22 plus two 1-year renewal options. Provides Architect Services for Minor Construction Projects, RFQ-00240-2019.
<b>Morningstar Inc</b>	\$0 expense FYE 2024. Term: 1/1/2023 - no end date. Investment advisory services for HR.
<b>Muhlenberg College</b>	\$0 expense FYE 2024. Term: 3/25/2024 - 5/1/2029. International Programs Muhlenberg MOA.
<b>Noldus Information Technology Inc</b>	\$34,160.00 expense FYE 2024. Term: 6/26/2023 - 6/25/2028. Additional Observer XT Coder license for College of Medicine.

<b>North East Florida Educational Consortium</b>	\$0 expense FYE 2024. Term: 6/7/2024 - 7/31/2025. EVENT PLANNING LOGISTICS AND FISCAL SERVICES FLORIDA CENTER FOR READING RESEARCH. ITN 6571-6.
<b>Nuventive LLC</b>	\$93,220.00 expense FYE 2024. Term 3/27/18 – 3/26/2022 (plus five 1-year renewal options). Provides for Strategic Planning Software. Exempt Service in accordance with FSU-2.015 (9)(d)(14).
<b>Office Of Legislative Services</b>	\$0 expense FYE 2024. Term: 5/24/2024 - 6/30/2025. WFSU will provide television programming and distribution services to the Florida Legislature.
<b>Opus Search Partners, Inc</b>	\$84,187.76 expense FYE 2024. Term: 1/11/2023 - no end date. Executive search services. Alternate source contract and RFQ.
<b>Ovid Technologies</b>	\$0 expense FYE 2024. Term: 12/20/2022 - 12/31/2027. BioDigital services addendum for FLVC.
<b>Paramount Vending Services Corporation</b>	\$0 expense FYE 2024. Term: 7/8/2024 - 7/31/2029 plus one 4-year renewal option. Traditional and other snack vending agreement. ITN 6592-6.
<b>Payment Works Inc</b>	\$96,900.00 expense FYE 2024. Term: 12/15/2022 – 12/15/2025. Supplier onboarding software. Alternate Source Contract, University of Utah RFP # UU134269255-A.
<b>Penguin Random House LLC</b>	\$0 expense for FYE 2024. Term: 6/1/2020 – Perpetual. Exempt: Copyright Agreement for Fine Arts.
<b>Pennoni Associates Inc.</b>	\$58,486.05 expense FYE 2024. Term 7/1/19 - 6/30/22 plus two 1-year renewal options. Provides Structural Engineering Continuing Services, RFQ-00248-2019.
<b>Performance Engineering Groupo, Inc.</b>	\$0 expense for FYE 2024. Term 7/1/19 - 6/30/22 plus two 1-year renewal options. Provides MEP Engineering Continuing Services, RFQ-00243-2019.
<b>Preferred Construction Management</b>	\$0 expense for FYE 2024. Effective date thru 6/30/25 plus two 1-year periods. Provides Construction Cost Estimating Services ITN 6353-A.
<b>Pinnacle Engineering Group., PA</b>	\$35,533.00 expense FYE 2024. Term 7/1/19 - 6/30/22 plus two 1-year renewal options. Provides MEP Engineering Continuing Services, RFQ-00243-2019.
<b>Pittman Law Group</b>	\$41,125.00 expense FYE 2024. Term: 8/17/2022 – 6/30/2024 plus two 1-year renewal options. Provides governmental legal consulting services for SGA. ITN 6368-6.
<b>Progressive Waste Solutions of FL, Inc.</b>	\$0 expense FYE 2024. Term: 4/6/2020 – 4/1/2025 plus 5

	additional renewal years. Provides for recycling services for Ringling/Aslo. Per Request for Quotes.
<b>Purvis Gray &amp; Co LLP</b>	\$24,000 expense FYE 2024. Term: 5/11/2020 – 6/30/2024 plus one remaining 1-year renewal option. Provides for FSUS Professional Auditing Services. ITN6104-6.
<b>Quadient Leasing</b>	\$13,666.83 expense FYE 2024. Term: 12/3/2022 - 6/30/2028. Real-time integration UAT test results for new meter machine for OBS.
<b>Respironics dba Philips Respironics Inc.</b>	\$0 expense FYE 2024. Term: 2/18/2020 – 2/11/2025. Provides for medical devices, accessories, consumables and services for College of Medicine.
<b>Riverside Medical Group</b>	\$0 expense FYE 2024. Term: 9/27/2023 - 9/27/2028. Riverside Medical Group.
<b>Rogers Gunter Vaughn Insurance</b>	\$0 expense FYE 2024. Term: 11/1/2017 – 11/1/2022 (plus one 5-year renewal option). Provides insurance for Florida High School. ITN5876-A.
<b>Ruckus Wireless Inc</b>	\$48,371.41 expense FYE 2024. Term: 2/9/2024 - 6/30/2025 plus one 2-year renewal option. Ruckus IT/TELECOM/SECURITY EQUIPMENT 2024.
<b>Rural Urgent Care, LLC</b>	\$0 expense FYE 2024. Term: 10/25/2023 - 10/25/2028. Rural Urgent Care, LLC.
<b>SAE International</b>	\$74,723.00 expense FYE 2024. Term: 5/19/2023 - no end date. EDGE reports purchase for University Libraries. Exempt - Subscriptions.
<b>Sales Tax - FL Dept of Rev</b>	\$0 expense FYE 2024. Term: 7/1/2024 - 6/30/2027 plus two 1-year renewal options. NWRDC provides data center products and services outlined in Attachment A.
<b>Same Day Transcriptions Inc</b>	\$0 expense FYE 2024. Term: 2/23/2024 - 1/31/2030. SAME DAY TRANSCRIPTIONS INC.
<b>SCL Holdings Inc (SC Logic)</b>	\$8,448.00 expense FYE 2024. Term: 6/20/2021 – 6/30/2024 (plus two 2-year renewal options). Provides for a postal campus mail delivery and tracking management system. ITN5781-4.
<b>Seoul National University</b>	\$0 expense FYE 2024. Term: 12/8/2023 - 12/8/2028. Seoul National University.
<b>Sertoma Speech &amp; Hearing Foundation</b>	\$0 expense FYE 2024. Term: 11/13/2023 - 11/30/2028. Sertoma Speech & Hearing - SCSD.
<b>Sierra Cedar Inc</b>	\$70,000 expense FYE 2024. Term: 10/2/2019 – 6/30/2024 plus one remaining 1-year renewal term. IT Managed Services and Staff Augmentation. ITN 5981-1.

<b>Signature Championship Rings</b>	\$0 expense FYE 2024. Term: 11/3/2022 – 8/31/2025 plus three 1-year renewal options. Provides multiple sports award and championship rings, for the Athletic Department. ITN 6391-6.
<b>Sookmyung Women's University</b>	\$0 expense FYE 2024. Term: 10/24/2023 - 10/24/2028 and 2/22/2024 - 2/21/2029. Sookmyung Women's University exchange agreement.
<b>Springer Nature America</b>	\$0 expense FYE 2024. Term: 4/24/2023 - 12/31/2025. Journals subscription for University Libraries. Exempt - Subscriptions.
<b>SRI International</b>	\$6,500.00 expense FYE 2024. Term: 2/1/2024 - no end date. To secure a membership with the Quantum Economic Development Consortium.
<b>State of Florida</b>	\$0 expense FYE 2024. Term: 7/1/2023 - 6/30/2026 plus two 1-year renewal options and 1/19/2024 - 12/15/2025. NWRDC provides the department with the data center products and services outlined in Attachment A. Second agreement settles the department's FY2023 NWRDC Customer Account and is required due to the change in the NWRDC's billing methodology--FDOT is now billed monthly in arrears based on usage and is now unable to pay via Purchase Order.
<b>State University of New York Binghamton</b>	\$0 expense FYE 2024. Term: 1/19/2024 - 5/1/2028. Binghamton University MOA.
<b>SurveyMonkey Com LLC</b>	\$468.00 expense FYE 2024. Term: 8/28/2021 – 8/27/2024. Provides submission management software system services. Piggyback off RFP/ITN# KDC010821 App Management - UConn/Connecticut MSA.
<b>Symplicity Corp</b>	\$30,935.37 expense FYE 2024. Term: 8/26/2019 – 1/31/2025. Software License Agreement for the Career Center. Exempt: Proprietary Computer Software.
<b>T2 Systems Inc</b>	\$97,157.50 expense FYE 2024. Term: 6/14/2021 – 6/30/2028. Provides Transportation Management System. ITN 6191-4.
<b>Take 5 Oil Change</b>	\$562.32 expense FYE 2024. Term: 10/4/2021 – 6/30/2023 (plus two 1-year renewal option). Provides for fleet maintenance services. ITN 6269-A.
<b>Taylor Shaw</b>	\$0 expense FYE 2024. Term: 9/16/2022 - 9/16/2027. Rights to use murals on Panama City campus in marketing and advertising campaigns.
<b>Tallahassee Community College</b>	\$75,860.47 expense FYE 2024. Term: 6/10/2020 – Until Termination. MOU for Masters in STEM (MST) Teaching Program clinical teaching internships and placement of MST graduate student teaching interns.

<b>Taylor &amp; Francis Group</b>	\$46,191.63 expense FYE 2024. Term: 12/12/2022 - 12/31/2025. Online journals subscription for University Libraries. Exempt - Subscriptions.
<b>Telaforce</b>	\$0 expense FYE 2024. Term: 6/3/2019 – 6/30/2024 plus one remaining 1-year renewal option. Provides for NWRDC Service Desk. ITN6033-6.
<b>Tend Academy Ltd</b>	\$52,500.00 expense FYE 2024. Term: 12/18/2023 - 12/18/2028 plus one 4-year renewal option. Consulting Services for Comprehensive Workforce Enhancement. ITN 6575-6.
<b>The Adler Planetarium</b>	\$0 expense FYE 2024. Term: 4/10/2024 - 4/10/2029. CLC-OneWorld.
<b>The Chronicle of Higher Education</b>	\$62,863.00 expense FYE 2024. Term: 1/1/2022-1/1/2027. Provides news and information access. Exempt – advertising.
<b>The Edgewater Corporation of Tallahassee</b>	\$0 expense FYE 2024. Term: 7/1/2016 - 9/30/2026. 2016:105 The Edgewater Corp.
<b>The Miriam Hospital</b>	\$1,800.00 expense FYE 2024. Term: 3/8/2022-6/30/2027. Provides HIV viral load testing. Request-for-quotes.
<b>The Spelman &amp; Johnson Group</b>	\$0 expense FYE 2024. Term: 9/23/2022 - no end date. Executive Search for University Housing Senior Associate Director. RFQ.
<b>Troon Golf LLC</b>	\$30,191.33 expense FYE 2024. Term 10/13/2021 – 12/31/2023 plus two 1-year renewal options. Fee to use golf course.
<b>Universita Per Stranieri Di Perugia</b>	\$0 expense FYE 2024. Term: 3/14/2024 - 3/14/2029. Universita Per Stranieri Di Perugia, Exchange Agreement.
<b>University of Botswana</b>	\$0 expense FYE 2024. Term: 1/31/2024 - 1/31/2029. University of Botswana, Exchange Agreement.
<b>University of Delaware</b>	\$29,071.19 expense FYE 2024. Term: 8/26/2019 – Until terminated. Software License Agreement to share Peoplesoft custom source code developed for the digital promotion and tenure solution for FSU's Oracle Peoplesoft HCM System.
<b>University of Montevideo</b>	\$0 expense FYE 2024. Term: 10/27/2023 - 10/27/2028. University of Montevideo, Exchange Agreement.
<b>University of Surrey</b>	\$0 expense FYE 2024. Term: 11/17/2023 - 11/17/2028. University of Surrey, Exchange Agreement.
<b>University of Sussex</b>	\$0 expense FYE 2024. Term: 7/1/2024 - 6/30/2029. University of Sussex, Exchange Agreement.

<b>University of West Florida</b>	\$14,132.53 expense FYE 2024. Term: 6/20/2016 - 12/31/2049 and 7/1/2019 – 6/30/2024. 2016:900 UWF Agreement and letter of Intent for FSU Libraries to join a service agreement authored by the Florida Academic Library Services Cooperative, on behalf of their 40 institutional members, for a suite of services including interlibrary loan and cataloging access.
<b>US Army Research Inst of Enviro Med</b>	\$0 expense FYE 2024. Term: 7/13/2022 - no end date. Heat flux testing services by Jim Moran College of Entrepreneurship.
<b>Vasp Software Gmbh</b>	\$0 expense FYE 2024. Term: 2/17/2023 - no end date. VASP software license agreement for Department of Chemistry and Biochemistry.
<b>Vias Academia LLC</b>	\$17,951.02 expense FYE 2024. Term: 10/11/2022 - no end date. SIMULIA teaching suite for FAMU-FSU College of Engineering.
<b>Voya Retirement Insurance and Annuity Co</b>	\$0 expense FYE 2024. Term: 2/4/2023 - no end date. 403(b) plan sponsorship for Human Resources
<b>WCG Clinical, Inc.</b>	\$0 expense FYE 2024. Term: 3/26/2024 - 3/28/2029 plus one 4-year renewal option. For various clinical trial support services.
<b>Wellpath Recovery Solutions, LLC</b>	\$0 expense FYE 2024. Term: 9/26/2023 - 9/26/2028. Wellpath Recovery Solutions, LLC.
<b>Fargo</b>	\$36,437.85 expense for banking fees FYE 2024. \$1,048,024.46 revenue from PCard program rebates. Term (PCard): 9/28/2017 – 9/27/2027 currently in 5-year renewal, ITN in process. Term (Banking): 8/28/20 – 12/31/23 with one 5-year renewal. ITN 5824-A.
<b>Women's Care - Tampa</b>	\$0 expense FYE 2024. Term: 8/16/2023 - no end date. Women's Care.
<b>Wonderin LLC</b>	\$1,000.80 expense FYE 2024. Term: 7/8/2022 - no end date. Student onboarding solution for Jim Moran College.
<b>Woods Hole Group Inc</b>	\$293.25 expense FYE 2024. Term: 1/8/2024 - no end date. WHOI.
<b>Yellow Cab (dba Capital Transportation)</b>	\$263.22 expense FYE 2024. Term: 7/2/2022 – 6/30/2025 plus two 1-year renewal options to 6/30/2022. Yellow Cab provides late night taxi service to students for a fixed fee (\$12) in an agreed upon geographical area and a fixed fee (\$23) for transportation to the airport. Student Government pays 56% (\$5) of cost, and FSU pays 44% (4) of the cost for late night taxi service.

<b>Zeroeyes Inc</b>	\$53,900.00 expense FYE 2024. Term: 9/19/2023 - 9/30/2028. A.I. gun detection technology for FSUS. OMNIA Partners contract # 14-22.
<b>Collection Services (Multi-Award)</b>	Term: 7/1/2018 – 6/30/2025 (plus two 2-year (15 vendors) renewal options extending to 6/30/2027). Provides unpaid account collection services for state university system. Discounts of 17-23% as negotiated. POs are not issued. ITN 5879-A (FSU utilized Conserve \$29,832 expense, General Revenue Corp \$20,602 expense, Schuerger \$13,965 expense, Radius Global (formerly Windham Professionals) \$7,521 expense, Williams and Fudge \$45,687 expense - FYE 24).
\$100K - \$1M (81 total)	
<b>Ace Contracting &amp; Services</b>	\$163,100.00 expense FYE2022. Term: 8/10/2022 – 6/30/2023 plus two 1-year and one 2-year renewal options for Doak Campbell stadium cleanup services (ITN 6370-6) and 1/14/2022 – 1/13/2023 plus two 2-year renewal options for Dick Howser baseball stadium cleanup Services (ITN 0603-6).
<b>Adam Matthew Digital Ltd</b>	\$117,231.38 expense FYE 2024. Term: 4/15/2024 - 4/15/2029. Adam Matthew Impact 2024.
<b>Air Liquide (Airgas)</b>	\$249,167.57 expense FYE 2024. Term: 7/1/2018 – 6/30/2025. Provides Industrial & Specialty Gases and Bulk Liquid Nitrogen & Liquid CO2. E&I Cooperative Contract #CNR-01362.
<b>Amazon Web Services (Amazon.com)</b>	\$976,906.77 expense FYE 2024. Term: 7/1/2024 - 6/30/2029. AWS Pricing Addendum for NWRDC to secure fee discounts when using eligible AWS services.
<b>American Servco Inc.</b>	\$621,273.18 expense FYE 2024. Term: 7/1/20 - 6/30/23 plus two 1-year renewal options. Provides Cleaning Services for FSU Athletics. FSU ITN 6167-A.
<b>Anton Paar Germany Gmbh</b>	\$719,097.60 expense FYE 2024. Term: 9/25/2023 - 9/15/2033. Diffractometer purchase for FSU Mag Lab. ITN 6548-3.
<b>Asolo Repertory Theatre</b>	\$458,917.71 expense FYE 2024. Term: 11/15/2023 - 6/30/2027. FSU-Asolo Operating Agreement Renewal 2023-2027. Services between the FSU Asolo Conservatory for Actor Training and Asolo, Inc. FSU Foundation funded.
<b>Avalanche Partnership LLP</b>	\$535,503.00 expense FYE 2024. Term: 10/1/2022 - 9/30/2027 plus one 5-year renewal option. FLVC lease agreement.
<b>Avis Budget Group</b>	\$423,386.65 expense FYE 2024. Term: 9/30/2020 -

9/30/2025. DMS's Avis Contract: 78111808-20-1.

<b>Axon Enterprise Inc (Taser International)</b>	\$303,359.85 expense FYE 2024. Term: 3/31/2021 – 3/31/2022 plus optional 5-year renewal term. Provides for cloud services for vehicle cameras and body cam software for Public Safety. Sourcewell contract: Axon Enterprise Public Safety Video Surveillance #010720-AXN.
<b>Barnett Fronczak Barlowe &amp; Shuler</b>	\$451,133.40 expense FYE 2024. Term 7/1/19-6/30/22 plus two 1-year renewal options. Provides Architect Services for Minor Construction Projects, RFQ-00240-2019.
<b>BKJ INC</b>	\$429,709.91 expense FYE 2024. Term 7/1/19 - 6/30/22 plus two 1-year renewal options. Provides Architect Services for Minor Construction Projects, RFQ-00240-2019.
<b>Blackboard Transact (software for OBS only)</b>	\$251,280.83 expense FYE 2024. Term 07/01/2023 – 6/30/2028 plus two 1-year renewal options. Blackboard is the software application that handles the cash transactions for the FSU Card Dining, Vending, Laundry Services, and Pay-4-Print. NCPA master contract # 01-100.
<b>Bliss &amp; Nyitray, Inc.</b>	\$149,909.50 expense FY2022. Term 7/1/19-6/30/22 plus two 1-year renewal options. Provides Structural Engineering Continuing Services, RFQ-00248-2019.
<b>Bob S Auto Repair and Collision</b>	\$108,166.23 expense FYE 2024. Term: 10/4/2021 – 6/30/2024 (plus two one 1-year renewal option). Provides for fleet maintenance services. ITN 6269-A.
<b>Cambridge University Press</b>	\$149,468.97 expense FYE 2024. Term: 4/8/2024 - 12/31/2026 plus two 1-year renewal options. Consortium e-Resource License Agreement for FLVC on behalf of the Florida SUS.
<b>Catapult Sports, dba XOS</b>	\$432,352.00 expense FYE 2024. Term: 7/1/2019 – 6/30/2024 plus two 2-year renewal options. Provides for FSU Athletics Video Editing Software System. ITN 6106-6.
<b>Cengage Learning</b>	\$519,762.05 expense FYE 2024. Term: 1/1/2023 - 12/31/2026 plus one 1-year renewal option and 1/1/2024 - 12/31/2024. Database subscription agreements for FLVC. Exempt – Subscription.
<b>Centurylink</b>	\$512,187.82 expense FYE 2024. Term: 12/14/2023 - 12/12/2028. NWRDC is engaging the vendor to provide data center goods and services as described in the service orders.
<b>Clarivate Analytics CO</b>	\$284,475.53 expense FYE 2024. Term: 12/20/2022 - 12/31/2026. Web of Science citation index for FLVC.



	Exemption - Memberships / Subscriptions.
<b>Collier Health Services</b>	\$491,408.68 expense FYE 2024. Term: 10/7/20 – 9/30/25 plus one 5-year renewal option. HCH Immokalee health services for COM. Exempt Services.
<b>Conference Technologies Inc</b>	\$869,956.06 expense FYE 2024. Term: 6/21/2023 - 6/30/2028. Graphics system for WFSU. ITB 6335-A.
<b>Construction Solutions</b>	\$822,197.73 expense FYE 2024. Term: 7/1/22-6/30/25 plus two 1-year renewals. Provides Job Order Contracting services RFQ-00536-2021. RFQ-00536-2021.
<b>Cook Brothers</b>	\$291,754.68 expense FYE 2024. Term: 7/1/22-6/30/25 plus two 1-year renewals. RFQ-00536-2021 Provides Job Order Contracting services RFQ-00536-2021.
<b>Crowdstrike Inc</b>	\$228,672.50 expense FYE 2024. Term: 6/21/2023 - 6/20/2024. Services rendered in response to campus data breach. Confirming order.
<b>Crown Castle Fiber LLC</b>	\$195,815.27 expense FYE 2024. Term: 10/28/2022 - 10/30/2027. Fiber connectivity for WFSU master control. GSA contract number GS-35F-465DA.
<b>Cumming Management Group Inc</b>	\$749,516.89 expense FYE 2024. Term: 10/13/2022 – project completion. Consulting services for FSU Health/IRCB/Legacy Hall project management services. Alternate source contract.
<b>Cyxtera Communications LLC</b>	\$486,526.43 expense FYE 2024. Term: 5/1/2024 - 4/30/2029 plus four 1-year renewal options. Alternate Data Center Site and Services. Extension of existing contract while ITN is finalized.
<b>Data.World Inc</b>	\$232,500.00 expense FYE 2024. Term: 9/29/2023 - 9/28/2026 plus three 1-year renewal options. Data World ITN 6501-4.
<b>Dial Communications</b>	\$272,057.49 expense FYE 2024. Term: 2/25/2023 - 2/25/2028 and 1/21/2016 - 1/20/2036. Installation and maintenance of fiber optic cable. Exempt – cabling services.
<b>DocuSign Inc.</b>	\$200,000.00 expense FYE 2024. Term: 8/1/2021 - 7/31/2024. Electronic Signature Agreement. Piggyback off UF ITN20LD-133 Campus-wide SaaS eSignature Solution.
<b>FedEx Corp</b>	\$256,601.07 expense FYE2022. Term: 11/28/2021 – 11/27/2026. Provides small package and freight delivery through OBS Postal Services.
<b>Florida Department of Children &amp; Famil</b>	\$784,260.08 expense FYE 2024. Term: 10/13/2023 - 6/30/2025. FICW DCF Pre-Service NOA. Exempt –

service provided by state agency.

**Florida Lambdarail LLC**

\$838,329.00 expense FYE 2024. Term: 8/22/2019 – Upon Termination. Provides for Duo Security Phone Credits for ITS. Exempt – Contract or services provided by a DSO.

**Framing Concepts Inc**

\$140,857.09 expense FYE 2024. Term 12/1/2023 – 11/30/2027. Provides diploma printing services. Per FSU Signed Contract #2024-ENROLL-08894 and per Virginia Tech RFP/Contract Number VTG-1466-2021.

**Gilchrist Ross Crowe Architects**

\$700,089.00 expense FYE 2024. Term 7/1/19 - 6/30/22 plus two 1-year renewal options. Provides Architect Services for Minor Construction Projects, RFQ-00240-2019.

**Guidehouse Inc**

\$433,930.24 expense FYE 2024. Term 9/8/2022 – 8/23/2027. Consulting services. Alternate source contract, Dallas County Hospital District contract PONCS-19390.

**Hammel Green & Abrahamson Inc**

\$891,150.08 expense FYE 2024. Term: 11/22/2022 - no end date. IRCB design services. Request for Qualifications.

**Hyland Software Inc**

\$141,863.71 expense FYE 2024. Term: 6/15/2018 – 6/14/2024 (plus four 1-year renewal options). Provides for OnBase Installation, Document Management Solution and Conversion from Nolij for 16 Departments. TCPN/NIPA Contract #R140404.

**Illumina Inc**

\$241,596.31 expense FYE 2024. Term: 6/20/2024 - 1/1/2025. Piggyback Agreement based on a University of Virginia contract. Contract will be utilized to purchase ≈\$1,500,000 genome sequencer and additional consumables.

**Ingersoll Rand Co**

\$347,299.86 expense FYE 2024. Term: 6/21/2024 - 6/24/2029. FEM. ITN 6490-3.

**Instructure Inc**

\$604,721.02 expense FYE 2024. Term: 1/1/2021 - 12/31/2026. Canvas Higher Ed and Credentials software for ITS. ITN 5774-4.

**International Fire Protection**

\$282,835.00 expense FYE 2024. Term 12/9/22 – 6/30/2027. ITB 6441-8.

**Invested Property Management Group**

\$264,656.86 expense FYE 2024. Term: 7/11/2023 - 6/30/2025 plus two 1-year renewal options. Custodial Services for FSU Recreation & Wellness Centers. ITN 6528-A.

**Iron Mountain**

\$746,512.37 expense FYE 2024. Term: 9/1/2023 - 8/31/2026. Libraries - Special Collections Relocation. OMNIA Contract.

<b>Jaggaer</b>	\$385,100.36 expense FYE 2024. Term: 04/28/2021 – 04/27/2026. Provides electronic procurement software-as-a-service (SpearMart). E&I Contract #CNR-01486.
<b>Kaltura</b>	\$459,429.74 expense FYE 2024. Term: 6/7/2019 – 6/06/2024 plus five 1-year renewal options. Video Platform – Office of Distance Learning. ITN 5955-4.
<b>Leon County Research &amp; Development</b>	\$200,650.81 expense FYE 2024. Term: 6/24/2024 - 5/31/2029. 2024:201 Innovation Park/Tallahassee.
<b>Levi Ray &amp; Shoup Inc</b>	\$162,188.00 expense FYE 2024. Term: 7/1/2024 - 6/30/2029 plus four 1-year renewal options. Software License Agreement for printer software. GSA contract: 47QTCA19D00CG.
<b>Matheson Tri-Gas, Inc.</b>	\$794,935.03 expense FYE 2024. Term: 7/7/2020 – 6/30/2024 (plus two 1-year renewal options). Provides bulk liquid nitrogen. ITN 6144-3.
<b>Medline Industries Inc</b>	\$208,812.30 expense FYE 2024. Term: 7/1/2015 – 12/15/2023 (plus two 1-year renewal options). Provides Medical Supplies for Campus Departments/Labs. E&I Contract #CNR01385.
<b>Millenium Eagle Enterprises Inc</b>	\$648,945.03 expense FYE 2024. Term: 4/30/2024 - 6/30/2031 plus two 1-year renewal options. Student Mail, Shipping, Copy/Print, Student Storage and Move-In Move-Out Services. ITN 6530-6.
<b>Modo Labs Inc</b>	\$185,840.10 expense FYE 2024. Term 9/15/2015 – 9/14/2024 (plus three 1-year renewal options). Provides base mobile platform services. ITN5716-4
<b>Moore Bass Consulting</b>	\$303,405.66 expense FYE 2024. Term 7/1/19-6/30/22 plus two 1-year renewal options. Provides Civil Engineering Continuing Services, RFQ-00247-2019.
<b>Nalco Co</b>	\$477,305.44 expense FYE 2024. Term 7/1/16 – 6/30/2021 (plus three 1-year renewal options). Provides water treatment chemicals, equipment and service. ITN 5806-3.
<b>Newsbank Inc</b>	\$301,257.00 expense FYE 2024. Term: 12/5/2023 - 12/31/2028. Current and future subscriptions for FLVC on behalf of FSU and College Systems.
<b>Northstar Church</b>	\$797,642.78 expense FYE 2024. Term: 5/1/2023 - 4/30/2028 plus 2 5-year renewal options. Lease agreement for The Collegiate School at FSU Panama City.
<b>Oxford University Press USA</b>	\$454,422.96 expense for FYE 2024. Term: 12/18/2019 – Until Terminated. Subscription and Perpetual Access Agreement for Music Therapy Journal for College of

Music. Exempt: Subscription Services.

<b>Paciolan Inc</b>	\$480,860.74 expense FYE 2024. Term: 7/1/2023 - 6/30/2030 plus two 1-year renewal options. ATHLETICS TICKETING SOFTWARE SOLUTION. ITN 6425-6.
<b>Pathlock Inc</b>	\$132,825.00 expense FYE 2024. Term: 10/1/2023 - no end date. FSU - Pathlock Merger. Alternate source contract per UCPJMU4072 and RFP LBS-729.
<b>Peraton Inc</b>	\$280,372.48 expense FYE 2024. Term: 9/29/2023 - 9/28/2028 plus four 1-year renewal options. Storage as a Service (STaaS). ITN 6505-6.
<b>PPM Sports Turf LLC</b>	\$157,915.37 expense FYE 2024. Term: 9/12/2017 – 6/30/2020 plus three 1-year renewal options. Provides for FSU Intramurals Athletic Fields Weed and Pest Management. ITB5873-A.
<b>Riddell</b>	\$244,260.08 expense FYE 2024. Term: 2/10/2022 - 2/16/2027. Provides football helmets and reconditioning services. ITN 0606-6.
<b>RJ Young Co Inc</b>	\$407,820.32 expense; \$4,531.89 revenue rebate; FYE 2024. Term: 4/29/2018 – 4/28/2024 (plus four 1-year renewal options to 4/28/2028 and then a month-to-month option until 4/28/2029). Provides leased multifunctional document devices, which are sub-leased to departments and used to provide print and copy services to students for a fee. ITN 5914-4.
<b>S&amp;P Global Inc</b>	\$110,314.00 expense FYE 2024. Term: 4/10/2024 - 4/9/2029. Consortium e-Resource License Agreement for FLVC on behalf of the Florida SUS.
<b>Salesforce.Com</b>	\$595,855.90 expense FYE 2024. Term: 6/20/2024 - 6/30/2025. Salesforce 3-year renewal for FY23-25. FSU's main CRM. It enables applications including the myFSU Service Center, Contact Tracing, and department-specific digital workflow needs. This also includes FSU's Marketing Technology Platform for omnichannel communications such as mass email. Alternate source contract.
<b>Sentry Event Services, Inc.</b>	\$974,548.50 expense FYE 2024. Term: 7/1/2022 – 6/30/2025 plus three 1-year renewal options. Event Staffing & Security Services. ITN 6369-6.
<b>Shepard Exposition Services</b>	\$113,299.08 expense FYE 2024. Term: 6/12/2019 – 6/30/2023 plus one remaining 1-year renewal option. Provides for Career Fair Expo Services – Seminole Futures. ITN6038-6.
<b>Shorts Travel Management Inc</b>	\$310,654.05 expense FYE 2024. Term: 11/17/2020 – 1/31/2024 plus two 1-year renewal options. Provides for FSU Athletics Travel Management Services. ITN 6182-6.

<b>Smartsheet Inc</b>	\$161,886.12 expense FYE 2024. Term: 12/8/2023 - no end date. SmartSheet BAA. Requests for quotes.
<b>Stellic Inc</b>	\$444,600.00 expense FYE 2024. Term: 12/7/2023 - 12/7/2026 plus two 1-year renewal options. This subscription includes Journey Management, Onboarding Management, and any of the Optional Services as specifically indicated. Alternate source contract per 2024-UNDER-09737 and RFP-TEC-1165-2023.
<b>Sweet Sparkman Architects</b>	\$311,419.41 expense FYE 2024. Term 7/1/19 - 6/30/22 plus two 1-year renewal options. Provides Architect Services for Minor Construction Projects, RFQ-00240-2019.
<b>Tango Card Inc</b>	\$177,791.59 expense FYE 2024. Term: 2/14/2023 - no end date. Research Participant Rewards as a Service API and Rewards Genius dashboard, tools, and support for Research.
<b>Technolutions Inc</b>	\$283,445.00 expense FYE 2024. Terms 7/1/2022 – 6/30/2027 (Graduate School) and 7/1/22 – 6/30/2026 (Enrollment Management). Slate admissions software. Alternate source contract per Illinois State University RFP #SR120817.
<b>Tessitura Network Inc</b>	\$178,446.70 expense FYE 2024. Term: 6/27/2024 - 6/26/2030 plus one 4-year renewal option. Ticket sales software. Piggyback on contract number 2024-RING-09472, ITN 6496-4.
<b>Tomahawk Engineering &amp; Consulting</b>	\$155,160.34 expense FYE 2024. Term 7/1/2019-6/30/2022 plus two 1-year renewal options. Provides MEP Engineering Continuing Services, RFQ-00243-2019.
<b>Transact Campus Inc</b>	\$347,965.61 expense FYE 2024. Term: 7/1/2023 - 6/30/2030 plus two 1-year renewal options. FY 23-24 through 29-30; Transact hardware support and software license for Seminole Dining, FSU Card, Laundry Services, Student Copy. Piggyback off NCPA contract.
<b>Walker Architects Inc</b>	\$204,596.12 expense FYE 2024. Term: 12/12/2023 - no end date. A&E services for Biology Unit One remodel. Construction contract.
<b>Willis A Smith Construction Inc</b>	\$334,355.10 expense FYE 2024. Term: 7/1/2022-6/30/2025 plus two 1-year renewals. Provides Construction Management Services. RFQ-00535-2021.
<b>Workday Inc</b>	\$263,790.00 expense FYE 2024. Term: 8/10/2021 - 8/9/2026. Provides financial planning software for the FSU Budget Office. Piggyback off the Iowa State University RFP# 63226 ERP Software System.

<b>Zoom Video Communications Inc</b>	\$167,120.28 expense FYE 2024. Term: 9/24/2019 – 9/23/2024. Software Licensing and Services BAA (Zoom HIPPA). Alternate Contract through Internet 2.
<b>\$1M+ (39 total)</b>	
<b>Ajax Building</b>	\$1,838,224.62 expense FYE 2024. Term: 5/14/2024 - no end date. CB2300316 CMR. Construction contract for Academic Health Center.
<b>Anixter Inc</b>	\$2,116,431.57 expense FYE 2024. Term: 9/29/2023 - 6/30/2025 plus one 2-year renewal option. Anixter Svc. Agreement 2023. Alternate source contract.
<b>Architects Lewis + Whitlock Pa</b>	\$1,392,075.29 expense FYE 2024. Terms: 7/1/19 - 6/30/22 plus two 1-year renewal options and 10/3/2023 - no end date. Provides Architect Services for Minor Construction Projects, RFQ-00240-2019 and CC2221200 A/E.
<b>Astro Travel and Annett Bus Lines</b>	\$1,101,713.06 expense FYE 2024 for Astro Travel, \$322,345.51 expense FYE 2024 for Annett Bus Lines. Term: 7/01/2023 – 6/30/2027 plus two 2-year renewal options. Provides bus charter services. ITN 6503-6.
<b>Avantor Performance Materials Inc</b>	\$1,213,969.41 expense FYE 2024. Term: 7/1/2024 - 7/8/2027 plus two 5-year renewal options. Lab supplies distributor (formerly VWR). University of Florida Solicitation UF ITN22JL-106.
<b>Carahsoft Technology Corp.</b>	\$3,617,961.76 expense FYE 2024. Various contract terms. Provides Proofpoint threat protection suite and ServiceNow vulnerability response deployment for NWRDC. GSA Schedule Contract #47QTCA20D0019 and GS-35F-0119Y.
<b>CDW Co</b>	\$8,599,801.98 expense FYE 2024. Term: 12/5/2023 - 12/5/2028 plus two 2-year renewal options. Primary IT supplies provider. Per ITN 6552-4 Privileged Access Management (PAM) Solution. 5-year initial term upon contract effective date, with two (2) two-year renewals, and E&I Cooperative Contract #CNR01439.
<b>Childers Construction Company</b>	\$2,392,426.55 expense FYE 2024. Term: 7/1/22-6/30/25 plus two 1-year renewals. Temporary right of entry and use agreement for staging area for Biology Unit 1 project. RFQ-00535-2021 RFQ-00536-2021.
<b>City of Tallahassee (StarMetro)</b>	\$5,202,211.65 expense FYE 2024 for PO # FS23000404 and FS24000916. StarMetro bus service for students, faculty, and staff which includes the FSU campus and the entire Tallahassee metro area per ITN5837-A. Term: 8/6/2018 – 6/30/2028.
<b>Ebsco Industries Inc</b>	\$4,393,015.62 expense FYE 2024. Terms 1/1/2024 -

	12/31/2024 and 7/3/2024 - 6/30/2029 and 1/1/2023 - 12/31/2023. Subscriptions for FLVC and single sign-on software. ACE exemption #13: Memberships / Subscriptions.
<b>Ensono</b>	\$20,789,983.35 expense FYE 2024. Term: 7/1/2020 – 6/30/2025 plus five 1-year renewal options. Mainframe as a Service (MfaaS) for NWRDC. Per ITN 7001-6.
<b>Expert Construction Managers Inc</b>	\$1,077,981.32 expense FYE 2024. Term: 12/15/2023 - no end date. WFSU Transmitter CM. Construction contract RFQ 6586-4.
<b>Fisher Scientific Company LLC</b>	\$2,023,480.30 expense FYE 2024. Term: 4/28/2023 - 4/27/2028 plus two 5-year renewal options. University of Florida contract # UF ITN22JL-106. Primary supplier for lab supplies.
<b>Grainger Inc</b>	\$3,669,394.08 expense FYE 2024. Term: 1/1/2020-12/31/2024. Provides Lease Agreement and Service Operations Agreement which cover the management of onsite Supply Store and purchase of MRO equipment/supplies. E&I Cooperative contract #CNR01496.
<b>Hellmuth, Obata &amp; Kassabaum Inc (HOK)</b>	\$2,733,607.09 expense FYE 2024. Term: 6/6/2023 - no end date. Construction services for Academic Health Center. RFQ-00689-2022.
<b>Huron Consulting</b>	\$1,420,685.17 expense FYE 2024. Term: 1/1/2024 - 12/31/2028 plus five 1-year renewal options. Huron Consulting Software as a Service Integrated Research Solution. E&I Contract Number EI00173.
<b>Imagination Station Inc</b>	\$3,100,000.00 expense FYE 2024. Term: 2/27/2024 - 6/30/2028 plus three 1-year renewal options. Supplemental Online Materials for Civics & History Education iStation. ITN 6612-6.
<b>Mad Dog Design &amp; Construction</b>	\$7,689,718.88 expense FYE 2024. Term: 7/1/2022 - 6/30/2025 plus two 1-year renewals. Provides Construction Management Services. RFQ-00535-2021.
<b>Messer LLC</b>	\$1,404,530.64 expense FYE 2024. Term: 8/14/2023 - 6/1/2026 plus three 1-year renewal options. ITN 6521-3 Liquid and Gaseous Helium Agreement.
<b>Microsoft Corporation</b>	\$1,620,385.21 expense FYE 2024. Terms: 3/4/0023 - 3/23/2024 and 5/9/2023 - 12/31/2023 plus two 1-year renewal options. Work order for the 2023-24 Microsoft Enterprise Support Services for FLVC and Modernization and migration of FL DOE applications for NWRDC. State of Florida Contract 43230000-15-01.
<b>Mythics LLC</b>	\$2,033,065.12 expense FYE 2024. Term: 11/1/2023 - 11/30/2028. This “piggyback” agreement localizes the

	Mythics-Maricopa County Contract # 180233-002 (US Communities) agreement and creates a procurement method for this and other FSU purchases of Oracle products and services.
<b>OCLC - Online Computer Library Center</b>	\$1,486,621.51 expense FYE 2024. Term: 7/12/2024 - 6/30/2029 plus two 2-year renewal options. By FLVC to secure Interlibrary Loan/Bibliographic Cataloging/Global Library Search Utility library services for Florida's state universities and colleges. ITN 6614-6.
<b>Oracle Corp</b>	\$1,916,031.34 expense FYE 2024; Term: 5/28/2018 – 5/24/2026. BOG Agreement that provides enterprise software support for mission-critical systems. Oracle agreement US-OMA-1375238. Exempt Service in accordance with FSU-2.015 (9)(d)(14).
<b>Otis Elevator Co</b>	\$1,569,743.21 expense FYE 2024. Term: 1/24/2024 - 1/24/2029. Elevator services and equipment. OMNIA cooperative contract.
<b>ProQuest</b>	\$2,491,470.55 expense FYE 2024. Terms 1/1/2024 - 12/31/2024 and 7/1/2024 - 7/1/2029 plus five 1-year renewal options. For FSU Libraries and FLVC subscription services and a perpetual subscription to the vendor's National Theatre Collection on behalf of the Florida academic libraries. Exempt Service.
<b>Ram Construction &amp; Development LLC</b>	\$6,749,997.41 expense FYE 2024. Terms: 7/1/22- 6/30/25 plus two 1-year renewals and 2/9/2023 - no end date. Provides Job Order Contracting services RFQ-00536-2021 and Doak Campbell Stadium improvements. RFQ-00536-2021.
<b>RELX Group (Elsevier)</b>	\$1,826,977.65 expense FYE 2024. Terms: 6/27/22 – 12/31/25 plus two 1-year renewal options and 6/7/22 – 12/31/23 plus two 1-year renewal options. For FSU Libraries and FLVC Subscription Services. Exempt.
<b>RGH Enterprises, Inc.</b>	\$1,334,356.04 expense FYE 2024. Term: 3/22/2022 - 3/1/2028. Provides janitorial supplies and office supplies. Per Sourcewell agreement.
<b>Rippee Construction</b>	\$3,677,753.54 expense FYE 2024. Term: 7/1/2022 - 6/30/2025 plus two 1-year renewals. Provides Job Order Contracting and Construction Management Services. RFQ-00535-2021 and RFQ-00536-2021.
<b>Sage Publications Inc</b>	\$3,171,579.30 expense FYE 2024. Term: 5/24/2024 - 5/30/2029 and 2/23/2021 – 12/31/2025. FLVC master database subscription agreement on behalf of the participating Florida academic institutions. Exempt: Subscription Services.
<b>Secureworks Inc</b>	\$5,748,346.59 expense FYE 2024. Term: 6/25/2024 - 7/1/2027 plus three 1-year renewal options. NWRDC-



	Secureworks Global Partner Agreement for the purchase & resale of Secureworks products & services to NWRDC Customers. State of FL contract NASPO #AR2472 FL Contract # 43230000-NASPO-16-ACS.
<b>Seminole Boosters Inc</b>	\$8,647,440.39 expense FYE 2024. Term: 9/30/2023 - 6/20/2034. Booster UCC Agreement.
<b>SHI International Corp</b>	\$4,083,830.99 expense FYE 2024. Various contract terms. Provides networking equipment, Microsoft Azure Services, McAfee Web Protection, Enterprise Vault Cloud Discovery, Personal Arch, and other software, hardware, and maintenance for Northwest Regional Data Center and ITS. ITN 5957-6, ITN 6321-4, Omnia Partners - IT Solutions Contract #: 2018011-02, NASPO Software VAR #: ADSPO16-130651 43230000-NASPO-16-ACS-Software VAR, GSA contract: GS-35F-0119Y, and Sourcewell Contract #: 081419-SHI.
<b>Siemens AG</b>	\$4,341,159.82 expense FYE 2024. Term: 6/29/2023 - 6/30/2028. Building controls retrofit for Leach center and NWRDC, Apogee system support for utilities, Desigo CC software subscription for Facilities, and fire alarm notification and device replacement for Wescott. State of Florida contract DMS-14/15-003C-02, Sourcewell Contract 030421-SIE, and Exempt – maintenance & support from OEM.
<b>TK Elevator Corp</b>	\$2,102,327.12 expense FYE 2024. Term: 9/8/21 – 8/31/2026 (plus one 5-year renewal option). Provides vertical transportation maintenance on elevators owned and operated by Florida State University. FSU ITN 6255-A.
<b>Southern Standard Construction LLC</b>	\$6,180,979.56 expense FYE 2024. Term: 7/1/2022-6/30/2025 plus two 1-year renewals. Provides Job Order Contracting services and Construction Management Services RFQ-00536-2021 and RFQ-00535-2021.
<b>The Emmes Co LLC</b>	\$3,538,825.47 expense FYE 2024. Term: 2/13/2023 - 11/30/2023 plus six 1-year renewal options. Statistical & data mgmt. lead for College of Nursing. Exempt – Prescribed by state or federal grant.
<b>World Wide Technologies Inc</b>	\$1,697,206.56 expense FYE 2024. Various terms. Provides for Enterprise File and Object Storage Solution, Cisco computer equipment, VMware licensing, and Cloud Infrastructure Environment Replacement, and ApttioOne Plus IT financial management software for NWRDC. ITN 6221-4, 43220000-NASPO19-ACS, and ITN 5987-6.
<b>Xello Inc.</b>	\$5,200,000.00 expense FYE 2024. Term: 12/14/2022 - 12/13/2027 plus 1 renewal option. Career planning and work-based learning coordination tool for FLVC. ITN 6343-6.

## Five Year + Service Contracts – Revenue

### Less than \$100K (9 total)

#### AT&T

\$72,576 revenue FYE2024; third extension 2020-2025; Space lease for Bellamy Building distributed antenna system (DAS). Initial term 2/8/07 – 6/30/10 with three 5-year extension options.

\$57,960 revenue FYE2024; first extension 2021 - 2026. Space lease for Doak Campbell distributed antenna system (DAS). Initial term: 8/24/2011 – 8/30/2021 with three 5-year extension options

\$50,400 revenue FYE2024; Space lease for McCollum Hall distributed antenna system (DAS). Initial term: 11/12/2013 – 11/12/2023 with two 5-year extension options

\$50,400 revenue FYE2024; Space lease for University Center A distributed antenna system (DAS). Initial term: 11/27/2013 – 10/31/2023 with two 5-year extension options.

\$50,400 revenue FYE2024; Space lease for Williams Building distributed antenna system (DAS). Initial term: 5/20/2015 – 5/19/2025 with two 5-year extension options.

\$1,920 revenue FYE2024. Fiber lease – UCA. Term: 11/27/2013 – 10/31/2023 with two 5-year extension options.

\$1,920 revenue FYE2024. Fiber lease – Williams Building. Term: 5/20/2015 – 5/19/2025 with two 5-year extension options.

\$2,460 revenue FYE2024. Fiber lease – Bellamy building. Term: 9/1/2021 – 6/30/25.

#### Captiveyes Group, Inc.

\$42,021 revenue FYE 2024. Term: 1/1/2020 – 12/31/2024 Sells static billboard advertisement inside the six garages on campus and pays the Parking Department 40% of gross sales.

<b>FSView</b>	\$12,000 revenue FYE 2024. FSView is a newspaper distributed free on campus and pays FSU a commission the greater of 30% of advertising revenues or \$12,000 per year.
<b>Red Coach</b>	\$18,000 revenue FYE 2024. Term 2/7/2019 – 6/30/2024. Provides point-to-point motor coach travel from FSU's Tallahassee campus to locations within Florida.
<b>T-Mobile</b>	<p>\$41,472 revenue FYE2024; Space lease for Bellamy Hall cell site. Initial Term: 1/1/2003 – 12/31/2008 with seven 5-year extension options.</p> <p>\$50,820 revenue FYE2024; Space lease for McCollum Hall cell site. Initial term: 6/12/1998 – 6/11/2008 with three 5-year extension options. (formerly Sprint Nextel)</p>
<b>Uniti Fiber, LLC</b>	<p>\$2,952 revenue FYE2024; Fiber lease – Thrasher Building. Term: 9/1/2018 – 6/30/2022 with three 1-year extension options.</p> <p>\$5,904 revenue FYE2024; Fiber lease – Love Building. Term: 3/1/2017 – 6/30/2021 with three 1-year extension options.</p> <p>\$17,712.00 revenue FYE2024; Fiber lease – UCA. Term: 9/1/2017 – 6/30/2021 with three 1-year extension options.</p> <p>\$5,904 revenue FYE2024. Fiber lease – UCD. Term: 3/1/2017 – 6/30/2021 with three 1-year extension options.</p> <p>\$3,840 revenue FYE2024; Fiber lease – McCollum Hall. Term: 6/30/2016 – 6/30/2019 with three 1-year extension options. Third extension ended 6/30/2022.</p>
<b>University of Florida</b>	\$0 revenue FYE 2024. Collaboration with UF Health Shands Children's Hospital in connection with Children's Miracle Network Hospitals through DM at FSU which accurately reflects the Shands/FSU COM relationship to the community and creates a positive situation for both UF Health Shands Children's Hospital and FSU COM; Term: 8/24/20 to 6/30/23 plus renewal option at same term as original.
<b>UPS Store (Millenium Eagle Enterprises) - 2</b>	\$8,190 revenue FYE 2024. Term– April 30, 2024 - June 30, 2025 UPS Store rents 819 square feet for \$10 per square foot payable to Postal Services, plus proportional share of utilities paid to Facilities for space in the E&G building on Madison Street not included in revenue.
<b>Verizon</b>	\$72,576 revenue FYE2024; Space lease for University Center A (UCA) cell tower cite. Initial Term: 11/1/2011 – 10/31/2016 with three 5-year extension options. Currently in second extension that ends 10/31/2026.

\$43,200 revenue FYE2024; Space lease for WFSU-TV Tower cell site. Initial Term: 12/6/2009 – 12/6/2014 with four 5-year extension options. Currently in second extension that ends 12/6/2024.

\$21,400 revenue FYE2024; Space lease for Med School Monopole cell site. Initial Term: 6/16/2017 – 6/16/2027 with three 5-year extension options.

\$21,400 revenue FYE2024; Space lease for Fine Arts Monopole (Palm Court) cell site. Initial Term: 6/16/2017 – 6/16/2027 with three 5-year extension options.

**\$100K - \$1M (4 total)**

**Gilly National**

\$133,809 revenue FYE 2024. Term: 1/11/2016 – 12/31/2023 (plus three 1-year renewals to 12/31/2025). Gilly provides snack vending on the FSU campus. Gilly pays 26% commission on revenues with an annual guarantee of \$92,000, plus a 10% of sales above \$400,000. The commission is reduced by the 7.5% sales tax Gilly National pays on behalf of FSU. ITN #5769-2

**Park Mobile**

\$159,160 revenue FYE 2024. Term 6/21/2023 – 6/20/2026 with two additional successive three year terms; provides solutions for the management of all parking related matters, including providing a system for the payment of street parking by mobile telephone.

**UPS Store (Millenium Eagle Enterprises) - 1**

\$134,986 revenue FYE 2024. Term: 4/30/2024-6/30/2031 (plus 2-one year renewal options) The UPS Store provides mailbox services & package mailing and printing services for students and pays OBS Postal Services 10% of Retail Sales, and Student Mail, 5-10% on Print Sales based on volume, and 13% on Student Storage Services.

**Truist Bank**

\$400,000 annual contribution space lease revenue FYE 2024. SunTrust and BBT merged to create Truist Bank, SunTrust contract effective 7/1/2010 until 9/14/2021, Truist Bank awarded ITN: 6222-6. Term: 9/15/2021 - 6/30/2026 (plus three (3) 1-year renewal options). Provides banking services for FSU Students, faculty and staff, plus space lease.

**\$1M+ (6 total)**

**A-L Tier II LLC (Learfield)**

\$6,101,749 revenue FYE 2024. \$189,808.31 expense.  
Term: 6/25/2020 – 7/1/2030. ITN 6532-6.  
FSU Athletics website design and maintenance –  
Seminoles.com.

**Aramark**

\$23,587,193 revenue FY2024. Term: 12/18/2020 –  
6/30/2031. Food Service Provider overseeing all  
Seminole Dining operation; contract provides for a  
quality and affordable food service program in all  
aspects of the operation. Contract includes capital  
investments, guaranteed commissions, annual  
equipment, maintenance, repair, marketing,  
scholarships, In-Kind and meal plan funding.

**Coca-Cola, Inc.**

\$2,989,475 revenue FYE 2024. Term: 8/01/2017 –  
7/31/2027). Coca-Cola operates the beverage vending  
machines and has exclusive pouring  
rights on campus. ITN #5546-2.

**Follett Higher Education**

\$2,917,186 revenue FYE 2024. Term: 7/17/2018 –  
6/30/2028 plus one 5-year renewal option. Follett  
operates the campus bookstore, the Sport Shops at the  
stadium, Civic Center, and the Panama City campus  
bookstore. Revenue includes escalating variable  
commission guarantees throughout the initial term of the  
agreement. Solicitation of Competition SOC 5881-2

**Global Spectrum, LP**

\$11,581,680 gross revenue (\$991,080 net operating  
income) FYE 2024. Term: 10/5/2020 – 6/30/2030 and  
one three-year renewal option. Global Spectrum is a  
professional arena management company that manages  
the Donald L. Tucker Civic Center. Alternate Source  
Contract through Cumberland County Recreation  
Center, dba The Cross Insurance Arena.

**Nike Inc**

\$2,027,500 revenue FYE2024. \$243,969.21 expense.  
Term: 5/31/2019 - 7/31/2029. Nike all-sport agreement  
for Athletics.



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

# CONSENT ITEM O



# FLORIDA STATE UNIVERSITY

## BOARD OF TRUSTEES

### *Finance and Business Committee*

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#### **ACTION ITEM IV**

**September 12, 2024**

**SUBJECT:** Regulation Amendment to FSU.2015, Procurement and Purchasing

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#### **PROPOSED COMMITTEE ACTION**

**Note that this action just makes permanent changes which the Board approved on an emergency basis at its last meeting on July 22, 2024.**

Approve updates to FSU-2.015 Purchasing including amending the definition of “contractual services” to remove the exclusion of construction services so that such services are included within the procurement regulation. The amendment also limits certain supplier awards to ten years without board approval. Other administrative changes as noted in the attached notice.

#### **AUTHORITY FOR BOARD OF TRUSTEES ACTION**

BOG 1.001(7) gives the Board of Trustees authority over Purchasing; BOG Regulation 1.001(3)(j) gives the Board of Trustees authority to adopt Regulation pursuant to BOG Procedure, and BOG Procedure authorizes Emergency Regulations

#### **BACKGROUND INFORMATION**

The current FSU Purchasing and Procurement regulation, FSU-2.015, in section (18)(g), excludes “labor or materials or selection of professional services for the construction, renovation, repair, maintenance or demolition of facilities or grounds” from the definition of “Contractual Service”. That definition was consistent with prior internal organization which has now changed. The definition may exclude FSU from access to urgently needed contractual service contracts. Additionally, other administrative updates to the Regulation have been included.

#### **ADDITIONAL COMMITTEE CONSIDERATIONS**

Florida Board of Governors approval is not required.

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**Supporting Documentation Included:** (1) Proposed Notice, (2) Proposed Regulation FSU-2.015 Purchasing and Procurement Regulation.

**Submitted by:** Kyle Clark, Senior Vice President for Finance & Administration

## **SUMMARY OF PROPOSED AMENDMENT TO UNIVERSITY REGULATION**

### **FSU-2.015 Procurement and Purchasing**

This amends the current regulation consistent with current practice and applicable law, regulation and policy.

Significant changes include:

- Removes the “labor or materials or selection of professional services for the construction, renovation, repair, maintenance or demolition of facilities or grounds” exclusion from the definition of “Contractual Services” under Section (18)(g). This change is entirely consistent with BOG 18.001 Procurement Regulation. The current regulation definition of “contractual services” could limit FSU access to certain favorable contractual services which are urgently needed for the welfare and essential functions of the university and to comply with certain federal mandates. These contracts may not be available under the existing definition.
- Specifies that current policy and procedure for purchases below the competitive threshold will be on the Procurement website.
- Adds FSU Collegiate School as having delegated food purchase authority.
- Eliminates automatic removal from supplier list for failure to respond to solicitations.
- Limits multiple supplier awards to ten years without Board of Trustees approval.
- Clarifies auditing services exempt from competitive solicitation.
- Specifically allows suspension from Supplier list for failure to comply with Supplier Code of Conduct
- General edits providing more current terminology, better clarity, and current standards.

### **AUTHORITY FOR THE PROPOSED UNIVERSITY REGULATION**

The authority for the proposed regulation is as follows: Board of Governors Regulations 1.001(3) (j), (7) (g), Florida BOG Regulation Development Procedure for State University Boards of Trustees.



## **UNIVERSITY OFFICIAL INITIATING THE REGULATION**

Proposed adoption of Regulation FSU-2.015 has been initiated by Kyle Clark, Senior Vice President for Finance and Administration

## **PROCEDURE FOR PROVIDING COMMENTS ON THE PROPOSED UNIVERSITY REGULATION**

Any person may submit written comments concerning the proposed regulation within 14 days of the date of this notice to:

Arthur R. Wiedinger, Jr.  
Office of General Counsel  
424 Westcott Building  
Florida State University  
Tallahassee, FL 32306-1400  
Electronic address: [awiedinger@fsu.edu](mailto:awiedinger@fsu.edu)  
850-644-8973 (fax)  
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## **FSU-2.015 Procurement and Purchasing**

- (1) **Statement of Intent.** It is the intent of the University to acquire quality goods and services in a cost-effective manner, within reasonable or required time frames, while promoting and maintaining fair and open competition in the public procurement process. This regulation establishes effective management oversight of the University's procurement process in order to comply with federal and state laws, rules and regulations; to reduce the appearance and opportunity for favoritism; and to preserve the integrity and reputation of the University with regard to procurement and contracting.
- (2) **Purpose.** This regulation implements the University's delegated authority from the University Board of Trustees with respect to the powers, duties and functions of the University's procurement jurisdiction consistent with Florida Board of Governor's Regulation 18.001
- (3) **Application.** This regulation shall apply to all expenditures of public funds ~~on deposit by~~ with Florida State University involving a purchase, ~~regardless of their source,~~ including federal assistance monies, except as otherwise specified herein, and may be applied to transactions that do not involve a purchase, including revenue generating contracts such as food service, bookstore, or vending, when it is in the best interests of the University.
- (4) **Procurement Organization**
  - (a) The University Board of Trustees. By this regulation, the Board of Trustees exercises their authority to establish a system and process to coordinate procurement policies, procedures, and practices to be used in acquiring commodities and contractual services required by the University.
  - (b) The University President. As chief administrative officer of the University, the President has the responsibility to implement the University's procurement

authority as consistent with the regulations of the Florida Board of Governors and University Board of Trustees. The President has delegated authority to approve, execute and administer contracts for and on behalf of the University Board of Trustees for licenses; the acquisition or provision of commodities, goods, equipment and services; to acquire real property and contract for the sale and disposal of same; leases of real estate and personal property and planning and construction to be rendered to or by the University provided such contracts are within the law and the regulations, rules and policies of the Florida Board of Governors and the University Board of Trustees. The President may delegate all or any portion of such authority, which is not required by law or regulation to be exercised personally or to be approved by the Board of Trustees, to any employee of the University in the interest of the efficient and effective operation of the University.

(5) **Delegation of Procurement Authority**

- (a) Duties and Powers. The Chief Procurement Officer or designee is delegated authority to exercise the powers, duties and functions pertaining to the procurement of commodities and contractual services or which are assigned specifically to that position.
- (b) The Chief Procurement Officer may delegate to the Procurement Services department staff such portions of those powers, duties and functions as deemed appropriate and establish policy and procedures for purchases below the competitive solicitation procurement threshold, which may be found in adopted policy or on the Procurement Services department webpage.
- (c) Additional Procurement Delegation. Departments' delegated authority to make purchases of commodities and services for their respective area is limited to

the following: Food purchased for the cafeteria at the Florida State University School and the FSU Collegiate School at Panama City; books and periodicals purchased by University libraries, and construction and construction related purchases by the Facilities Department. Such purchases shall be processed by the appropriate University department in full compliance with this regulation. References in this regulation to the Procurement Services department shall include all offices delegated procurement authority under this regulation. References in this regulation to the duties and responsibilities of the Chief Procurement Officer shall apply to the director or department head of all areas with delegated procurement authority, regardless of title, however, shall not include those powers and duties delegated and granted to the Chief Procurement Officer, who is head of the Procurement Services department.

(e) Purchase of Private Attorney Services. Written approval from the Attorney General is not required for private attorney services acquired by the University; however, University General Counsel approval must be obtained.

(f) Purchase of Insurance. The University has the authority to purchase insurance as deemed necessary and appropriate for the operation and educational mission of the University. Examples of insurance coverage that may be acquired by the University include but not limited to:

1. Physical damage on vehicles and boats;
2. Inland marine on property owned, leased, or loaned to or by the University;
3. Building and property damage;
4. Equipment losses due to theft;
5. Equipment subject to transportation;

6. Loss of rental income;
7. Commercial general liability insurance for scientific equipment;
8. Excess general liability coverage

(6) **Duties and Authority of the Chief Procurement Officer**

- (a) Canvass sources of supply, and contracts for the purchase or lease of all commodities and contractual services for the University, in any manner, including, reverse auctions and purchase by installment-purchase or lease-purchase contracts.
- (b) Remove any contractor from the University's competitive solicitation or supplier list that fails to ~~respond to one (1) or more competitive solicitations or to~~ fulfill any of its duties specified in a contract with the University and to reinstate any such contractor when satisfied that further instances of default will not occur. ~~A "No Bid" or similar response is considered a response under this section.~~
- (c) Plan and coordinating purchases, including volume purchases; and negotiating and executing agreements and contracts for commodities and contractual services for use by all University departments.
- (d) Develop an Annual Certification List to serve as a waiver of the competitive solicitation requirement for commodities/services that are ~~frequently~~ purchased and are available from ~~a single~~ limited sources.
- (e) Evaluate, approve and use contracts that are entered into after a public and open competitive solicitation established by any State of Florida agency or department, the Federal Government, other states, political

subdivisions, cooperatives or consortia or any independent college or university for the procurement of commodities and contractual services, when it is determined to be cost-effective and in the best interest of the University to make purchases under contracts established by such other entities. Consortia and cooperative contracts should be reviewed to identify potential savings, and, if there is the potential for savings, enter into new consortia and cooperative contracts to achieve the savings, with the goal of achieving a five-percent savings on existing contract prices. Contracts approved are not subject to additional competitive solicitation requirements.

- (f) Award contracts for commodities and contractual services to multiple suppliers, if it is determined to be in the best interest of the University. Such awards may be on a university, regional or multiple state university-wide basis and the contracts may be for multiple years not to exceed ten years unless approved by the Board of Trustees.

(7) **Source Selection and Contract Formation for Commodities and Contractual Services.**

- (a) Competitive Solicitation Required. The Chief Procurement Officer shall be responsible for ensuring that all contracts for the purchase of commodities or contractual services exceeding the maximum competitive solicitation limit established in Board of Governors Regulation 18.001, (~~currently \$75,000~~), are awarded pursuant to a competitive solicitation, unless otherwise authorized herein or by other applicable law. The competitive solicitation threshold will be reviewed every three years using the Consumer Price Index for All Urban Consumers (CPI-U), to determine if an adjustment should be recommended to the threshold. The purchase of commodities and contractual services shall not be divided to avoid the

requirement of competitive solicitation.

- (b) Public Notice. The Chief Procurement Officer, or a designee, shall determine the method of public notice to be used in each case of a competitive solicitation based on the nature and quantity of the commodities, contractual services, or construction sought and the availability and extent of competitive solicitation lists. Posting of competitive solicitations on the Procurement Services department website or public Procurement Services portal constitutes public advertising.
- (c) Receipt of Responses. Competitive solicitation responses shall be delivered, ~~including~~ electronically, as directed in the competitive solicitation to the ~~appropriate~~ Procurement Services department, or as otherwise directed in the competitive solicitation document, at or prior to the date and time specified in the competitive solicitation. Only responses that are delivered to that specific location shall be considered. It is the respondent's responsibility to assure that their response is delivered at the proper time and place. ~~If the competitive solicitation is not administered through an electronic sourcing solution, the clock in the Reception area of the Procurement Services Department is designated as the official timepiece for purposes of determining whether a response is received in Procurement Services by the~~  
~~appointed date and hour. Otherwise, The official timepiece~~ time clock is dependent upon the built-in functionality of the electronic sourcing solution. ~~Any individual university Procurement departments with delegated procurement authority may designate an alternate timepiece.~~
1. Prior to the time a competitive solicitation response is opened, the Chief Procurement Officer, or a designee, may change or correct the terms, conditions or specifications by issuing an addendum to all known recipients of the competitive solicitation.

2. A Respondent to a competitive solicitation may withdraw or correct a response prior to the date and time that the competitive solicitation response is opened. Any alteration or correction to a response must be in writing and signed or approved electronically, by an authorized representative of the firm who signed the original response.
3. The Chief Procurement Officer, or a designee, will permit the withdrawal of a competitive solicitation response for good cause if requested in writing within seventy-two (72) hours of the competitive solicitation response opening and prior to final award of the purchase order being issued. Good cause shall include illegality, impossibility of performance, or a clear and inadvertent error in the response preparation but shall not include a Respondent's lack of profitability or financial loss resulting from the competitive solicitation. Neither modification nor withdrawal will be permitted at any time if the result of such action is prejudicial to the fairness of the competitive procurement process or a monetary or educational interest of the University.

(d) Competitive Solicitation Evaluation. Responses to a competitive solicitation shall be evaluated based on the requirements set forth in the competitive solicitation. The requirements of the competitive solicitation include but are not limited to criteria such as price, inspection, samples, quality, testing, workmanship, convenience, experience, delivery, and suitability for a particular purpose. Those criteria that affect the price shall be objectively measured to the extent practicable. In cases where more than one commodity or contractual service is listed on a response to a competitive solicitation, the University is not required to consider all alternates or options, nor do they have to be considered in sequence.



- (e) Right to Reject Competitive Solicitation Responses and Waive Minor Irregularities. The University reserves the right to reject any and all responses to a competitive solicitation. The University also reserves the right to waive minor irregularities in an otherwise valid response. A minor irregularity is a variation from the competitive solicitation terms and conditions, which does not affect the price offered, or give the Respondent an advantage or benefit not enjoyed by other Respondents or does not adversely impact the business or educational interests of the University. The University shall correct mistakes clearly evident on the face of a response, such as an error in arithmetic or extension of pricing. In the case of extension errors, calculations based upon multiples of the unit price, the unit price shall prevail.
- (f) Receipt of Fewer Than Two Responsive Responses to a Competitive Solicitation. When fewer than two responsive responses are received for a competitive solicitation exceeding the competitive solicitation threshold, the Chief Procurement Officer, or a designee, shall review the circumstances surrounding the solicitation to determine if a ~~second call for a competitive solicitation~~ re-procurement is in the best interest of the University. If it is determined that a second competitive solicitation is not in the best interests of the University, the University may proceed with the acquisition based on the one responsive offer received or may proceed to negotiate with any other possible source including the sole respondent.
- (g) Preferences for Florida-Based Suppliers.
1. Preferences for Personal Property. When the University awards a contract to purchase personal property, other than printing, by competitive solicitation, a preference shall be provided to suppliers with a principal place of business in Florida ("Resident Suppliers") as follows:

- a. If the responsible and responsive supplier who submits the lowest bid, the most advantageous proposal, or the best value and is one whose principal place of business is outside of Florida and whose state or political subdivision grants a preference for the same purchase to a local supplier then the University shall grant that same preference to the lowest or best responsible and responsive Resident Supplier.
- b. With respect to an Invitation to Bid, if the lowest responsible and responsive bid is from a supplier whose principal place of business is in a state that does not grant a preference for the purchase to a supplier in such state, then the University shall grant a preference in the amount of five percent (5%) to the lowest responsible and responsive Resident Supplier.
- c. For suppliers whose principal place of business is outside of Florida, such suppliers must, at the time of submitting its bid, proposal or reply, provide a written opinion from a licensed attorney in its state specifying: (a) the preferences(s) granted by the state or political subdivision, as applicable, under the laws of that state to suppliers whose principal place of business is in that state or political subdivision; and (b) how the preference is calculated. The failure to submit the written opinion may be waived as non-material if all suppliers responding to the solicitation have principal places of business outside of Florida.
- d. The supplier's principal place of business, as represented by the supplier in its bid or reply, may be relied upon by the University without further inquiry. If the University determines that a supplier has misrepresented its principal

place of business, the supplier's bid, proposal or reply shall be rejected.

- e. For the purpose of paragraph (g) 1., "personal property" shall be defined as goods and commodities, but not real estate, intellectual property or services.

- 2. Preferences for Printing. When a University purchases printed materials by competitive solicitation, a preference shall be provided to Resident Suppliers as follows:

- a. If the lowest responsible and responsive bid received pursuant to an Invitation to Bid is from a supplier whose principal place of business is outside of Florida, then the University shall grant a preference to the lowest responsible and responsive Resident Supplier in the amount of five percent (5%) if the University has determined that the printing can be performed by the Resident Suppliers at a level of quality comparable to that obtainable from the supplier submitting the lowest bid whose principal place of business is outside of Florida.
- b. For purposes of subparagraph (g) 2.a. the level of quality shall be determined by whether a supplier satisfies the minimum specification requirements as set forth in the Invitation to Bid.

- 3. Method of Calculating Five Percent Preference. If the competitive solicitation is an Invitation to Bid, then an amount equal to five percent (5%) of the total base bid and any alternates shall be deducted from the base bid and alternates, as applicable, of the lowest responsible and responsive Resident Supplier's bid.

4. Determining a Supplier's Principal Place of Business. A supplier's "principal place of business" is determined as follows:
    - a. If the supplier is an individual or a sole proprietorship, then its "principal place of business" is in the state where the supplier's primary residence is located.
    - b. If the supplier is a business organization, then its "principal place of business" is in the state where the majority of the supplier's executive officers direct the management of the supplier's business affairs.
  5. Federally Funded Projects. Purchases made to perform specific obligations under federally funded projects shall not be subject to this preference requirement to the extent the application of a preference is not allowed under applicable federal law or regulation.
  6. If no preference exists or where after application of the preference here, two or more responses are equal in every respect, the University will use a toss of a coin to select the successful response.
- (h) Purchases from Contractors Convicted of Public Entity Crimes. The University shall not accept a competitive solicitation from, or purchase commodities or contractual services from, a person or affiliate who has been convicted of a public entity crime and has been placed on the State of Florida's convicted supplier list for a period of 36 months from the date of being added to the convicted supplier list.
- (i) Competitive Solicitation Notice of Award. After evaluating the responses to a competitive solicitation, the Chief Procurement Officer, or a designee, shall

make a determination as to the successful response based on the method of award contained in the competitive solicitation. A notice of award shall be posted electronically by posting a Competitive Solicitation Tabulation Sheet, or other appropriate document, on the Procurement Services department website or the public Procurement Services portal ~~that issued the competitive solicitation~~, on the date and time listed in the competitive solicitation or as soon as reasonably possible after the responses are evaluated. The Competitive Solicitation Tabulation Sheet shall contain the competitive solicitation name, the name of each respondent including those whose responses were rejected and the dollar amount(s) of each response, the date and hour that it was posted and the date and time that the posting period ends. The Notice of Award ~~Web Site~~ shall be maintained by the Procurement Services department ~~by each department with delegated procurement responsibility~~ and shall be available for public inspection at all times during regular University business hours. Any person who is adversely affected by the University's decision or intended decision regarding a competitive solicitation shall file in writing a protest which shall be received in the procurement department responsible for issuing the competitive solicitation before the end of the 72-hour posting period shown on the Notice of Award, or within 72 hours after the protester received actual notice by other delivery of the decision, whichever occurs first. The 72-hour period excludes the hours in weekends and University holidays. Weekends are deemed to begin at 5 PM on Friday and end at 8 AM on Monday. Holidays are deemed to begin at 5 PM at the end of regular workday before the holiday or 8 AM after a Sunday if the holiday begins on a Monday and end at 8 AM on the next regular University workday. Posting of the proposed Notice of Award does not establish a contract between the University and the proposed supplier.

- (j) In every solicitation for the procurement of commodities or contractual services, the Respondents to this solicitation or persons acting on their behalf

shall not contact any employee or officer of the Florida State University Board of Trustees, a University Direct Support Organization, or The Florida State University concerning any aspect of this solicitation, except in writing to the Chief Procurement Officer or as provided in this solicitation document, from the date of release of this solicitation through the end of the 72-hour period following the University's posting of the notice of intended award, in accordance with BOG Regulation 18.002. Violation of this provision may be grounds for rejecting a response."

- (8) **Competitive Solicitation Registration.** Individuals and businesses shall register with the University's Procurement Services department by utilizing the public Procurement Services portal to receive competitive solicitations, a contract or a purchase order ~~from the Central procurement department~~. The University does not guarantee that a business will receive notice of a competitive solicitation for a particular commodity or contractual service for which they have registered as a supplier and are responsible for monitoring posted notices which interest them. The opportunity to participate in a competitive solicitation is a privilege not a right.
- (9) **Procurement actions that are not subject to the competitive solicitation process**
- (a) Emergency Purchases. When the President, or a designee, determines in writing that a condition exists that threatens the health or safety of person(s) or animal(s) or the preservation or protection of property or the continuance of a vital University function, the University will proceed with an emergency purchase without a competitive solicitation. Due to the critical nature of the procurement, emergency purchases do not require that the action be posted in the Notice of Award Web Site for 72 hours. An emergency purchase shall be limited to the purchase of only the type of items and quantities that are required for a time period sufficient to relieve the immediate threat and shall not be used to meet long-term requirements.

- (b) Sole Source Purchases. Commodities or contractual services available from a sole source shall be exempted from the competitive solicitation process. A sole source document shall be publicly posted ~~in the Notice of Award Web Site~~ on the public Procurement Services portal for 72 hours, unless the sole source is covered under the annual certification list ~~provided in (6)(d)~~.
- (c) Construction Direct Purchase Program. Commodities to be incorporated into any public work (as that term is defined in Fla. Admin. Code R. 12A-1.094 as authorized under Section 212.08(6), F.S. [tax- exempt purchase] which are procured by the University in accordance with the requirements of the University's direct purchase program are not subject to any further competitive solicitation.
- (d) Commodities and contractual services that are exempt from the competitive solicitation process include:
1. Artistic services;
  2. Academic reviews;
  3. Lectures;
  4. Auditing services, including those services needed to address audit, financial, and fraud-related compliance, controls, and investigative matters, or such other related services;
  5. Legal services, including attorney, paralegal, expert witness, appraisal, arbitrator or mediator services;
  6. Health services involving examination, diagnosis, treatment, prevention, medical consultation or administration. Prescriptive assertive devices for medical, developmental or vocational rehabilitation including, but not limited to prosthetics, esthetics, and

wheelchairs, provided the devices are purchased on the basis of an established fee schedule or by a method that ensures the best price, taking into consideration the needs of the client;

7. Training and education services for University employees;
8. Advertising, except for media placement services;
9. Services or commodities provided by governmental agencies, another university in the State University System, direct support organizations of the University, cooperatives or consortia, political subdivisions or independent colleges and universities;
10. Goods or services purchased with auxiliary funds authorized for such purchases, in direct support of specific programs, conferences, workshops, or continuing education events offered to the general public, for which fees have been collected to pay all expenses associated with the program or event;
11. Purchases from firms or individuals who are prescribed by state or federal law or specified by a granting agency;
12. Regulated utilities and government-franchised services;
13. Regulated public communications, except long distance telecommunication services or facilities;
14. Purchases from the Annual Certification List;
15. Purchases for resale to the public;
16. Accounting Services;
17. Implementation/programming/training services available only from the owner of copyrighted software or its contracted supplier;



18. Purchases of materials, supplies, equipment, or services for research purposes when the Vice President for research, or a designee, certifies that, in a particular instance, it is necessary for the efficient or expeditious prosecution of a research project; and
19. Contracts or services provided by not-for-profit support and affiliate organizations of the University, direct support organizations, health support organizations, and faculty practice plans.

(10) **Suppliers Excluded from Competition.** In order to ensure objective contractor performance and eliminate an unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, projects or programs for future implementation, or competitive solicitation documents, shall be excluded from competing for such procurements.

(11) **Standard of Conduct**

- (a) It shall be a breach of ethical standards for any employee of the University or member of the University Board of Trustees to accept, solicit, or agree to accept a gratuity of any kind, form or type in connection with any contract for commodities or services. It shall also be a breach of ethical standards for any potential contractor to offer an employee of the University a gratuity of any kind, form or type to influence the development of a contract or potential contract for commodities or services.
- (b) It shall be a breach of ethical standards for any employee to participate in the selection, award, or administration of a contract if a real or apparent conflict of interest would be involved. Such a conflict would arise when the employee, officer, or agent, any member of their immediate family, their partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in the firm selected for an award.

(12) **Bonding Requirements**

- (a) Solicitation Security. A certified cashier's or treasurer's check, bank draft, bank official check or bid bond may be required as a condition for participating in a competitive solicitation.
  
- (b) Payment and Performance Bonds.
  - 1. Any contractor contracting with the University to provide commodities, services or commodities which include installation, may be required to furnish a payment and performance bond, with good and sufficient securities, to the University prior to the issuance of the contract as pursuant to BOG Regulation 18.003.
  
  - 2. The bond or security must be in an amount equal to 100% of the response submitted to the competitive solicitation.
  
  - 3. Competitive Solicitation Protest Bond. Any contractor that files an action pursuant to BOG Regulation 18.002, protesting a decision or intended decision pertaining to a solicitation, shall at the time of filing of the formal protest, post with the University, a bond payable to the University in an amount equal to: 10% of the estimated value of the protestor's competitive solicitation response; 10% of the estimated expenditure during the contract term; \$10,000; or whichever is less. The bond shall be conditioned upon the payment of all costs which may be adjudged against the contractor filing the protest action. In lieu of a bond, the University will accept a cashier's check or money order in the amount of the bond. Failure of the protesting contractor to file the required bond, cashier's check or money order at the time of filing the formal protest shall result in the denial of the protest.

(13) Contract Formation

- (a) Contracts for the purchase of commodities or contractual services or licenses shall consist of a written agreement or purchase order (where no other agreement exists)~~or a purchase order and bilateral agreement [an individual written contract in addition to the purchase order]~~ signed by the President of the University, or a designee who has been granted ~~power of attorney~~signature authority through the University President, prior to the goods or services being ordered, contracted for, or rendered by the contractor.
- (b) Any contract for the purchase of services or tangible personal property for a period in excess of one fiscal year funded by appropriated funds shall include the following statement: "The State of Florida's and University's performance and obligation to pay under this contract is contingent upon an annual appropriation by the Legislature."
- (c) The extension of a contract granted to extend the time to complete the contract shall be ~~in writing approved~~signed by the Chief Procurement Officer or designee. A contract extension shall not cause the University to incur additional costs. The contract extension shall be executed in the same manner as the original purchase ~~signed by both parties if the initial agreement was a contract signed by both parties or a bilateral agreement and or a new purchase order where that was the originating agreement were issued~~ and shall be subject to the same terms and conditions set forth in the initial contract for up to twelve months or until completion of the competitive solicitation and award or protest, whichever is longer.
- (d) A contract may contain provisions for renewal. If the commodity or contractual service is purchased as a result of a competitive solicitation, all contemplated renewal periods must be included in the competitive solicitation, and evaluated as part of the award evaluation process, including a cost algorithm to

determine the cost to the university during renewal periods. Renewal(s) of a contract may not exceed 5 years or twice the term of the original contract, whichever is longer. This provision is not intended to apply retroactively; existing contracts entered into prior to January 1, 2017, including any specified renewal period(s) may continue in accordance with existing contract terms.

- (e) The President, or a designee, shall have the authority to enter into deferred payment agreements, in accordance with Board of Governors debt policies. The University may utilize the State of Florida Department of Financial Services Consolidated Equipment Financing Program if it is deemed advantageous. When the Consolidated Equipment Financing Program is used, the University will submit the contract to the Department of Financial Services for the purpose of pre-audit review and approval prior to acceptance. No such agreement shall establish a debt of the State or shall be applied to the faith and credit of the State; nor shall any agreement be a liability or obligation of the State except from appropriated funds.
- (f) In order to promote cost-effective procurement of commodities and contractual services, the University may enter into contracts that limit the liability of a supplier consistent with Section 672.719, F.S. and consistent with the lawful limits of state sovereign immunity.
- (g) For the purposes of interpreting this regulation, the total value of the contract shall be the purchase price for the initial term, plus all renewal costs. For the avoidance of doubt the total value shall not limit other recoverable damages.

- (14) **Authority to Suspend or Debar a Business.** The Chief Procurement Officer shall remove a business from the University's authorized supplier or competitive solicitation list and reject all responses offered by that business in the event the business's performance through acts of omission or commission results in any of the following grounds, when it is determined to be in the best interest of the University, including but not limited to:

~~(a)~~ — Failure to respond to a competitive solicitation without giving a justifiable reason for such failure.

~~(b)~~(a) Failure to make timely delivery or fully comply with the pricing, terms, conditions, or specifications, on any one contract or purchase order;

~~(c)~~(b) Any attempt to influence a purchase, specification, award, or other pertinent factor, in violation of this Regulation and BOG Regulation 18.001.

~~(d)~~(c) Failure to comply with the University's Supplier Code of Conduct

~~(e)~~(d) Being charged or convicted before a court of competent jurisdiction with committing a fraud, misdemeanor or felony in connection with the business's commercial enterprise. If charges are dismissed, the owner of the business is found not guilty, or the guilty verdict is reversed through the appellate process, the business is found not guilty, or the guilty verdict is reversed through the appellate process, the suspension shall be lifted immediately upon notification by the business.

~~(f)~~(e) Bankruptcy.

~~(g)~~(f) Continuing to supply commodities or contractual services before receiving a purchase order or after receiving a notice not to supply commodities or contractual services without first receiving an official Florida State University purchase order signed by the Chief Procurement Officer.

~~(h)~~(g) Failure or refusal to use any of the university's automated procurement and payment processes when instructed to do so, including but not limited to the on-line submission of responses to requests for quotations, competitive solicitations, or invoices.

(15) **Default**

- (a) Suppliers who fail to make delivery or perform in accordance with the conditions, specifications, drawings or terms and conditions of a purchase order or contract shall be notified in writing, stating the nature of their failure to perform and provide a time certain for correcting the failure. Reasonable time for correcting the failure should not be generally less than ten (10) calendar days after receipt of such notice by the supplier, except in case of a documented emergency. The notification shall also provide that should the supplier fail to perform within the time provided, that: It will be in default; it will be removed from the University's supplier and competitive solicitation lists; and the University will re-procure the commodity or service from another source, which will obligate the supplier to pay all re- procurement costs and costs for cover.
- (b) Unless the supplier corrects its failure to perform within the time provided, or unless the University determines based on its own investigation that the supplier's failure is legally excusable, the supplier shall be found in default and issued a second notice stating the reasons the supplier is considered in default and stating that the University has re-procured the commodity or service and the amount of the procurement and the cover cost. The University shall also advise the defaulting supplier that the supplier has been removed from the supplier and competitive procurement lists pursuant to this regulation and will not be eligible to submit a competitive solicitation or be awarded a contract until such time as the University is reimbursed for all re- procurement costs and for costs of cover. The defaulting supplier also shall be advised of the right to protest and shall follow the protest procedures provided BOG Regulation 18.002.
- (c) The Chief Procurement Officer shall determine the method for re-

procurement of these defaulted commodities or contractual services as in the best interests of the University ~~require~~.

- (d) The University may issue a ~~second competitive solicitation~~ re-procurement or purchase on the open market if a substantially similar procurement is not accomplished under (c) above. Until such time as the supplier reimburses the University for all re-procurement and cover costs, the defaulting supplier shall not be reinstated on the University's competitive solicitation list and shall not be eligible for any type of purchase order or contract with the University.
  - (e) All correspondence to suppliers respecting failure to perform shall be sent by certified mail, return receipt requested or documented courier delivery service. The foregoing provisions do not limit or exclude the University's remedies at law.
- (16) **Protested Solicitations and Awards.** Protests arising from all University ~~contract~~ competitive procurement processes for the purchase of goods, services, leases and for construction-related competitive solicitations shall be handled in accordance with BOG Regulation 18.002.
- (17) **Purchase of Motor Vehicles.**
- (a) The University has authority to:
    - 1. Establish standard classes of motor vehicles to be leased, purchased or used by University personnel;
    - 2. Obtain the most effective and efficient use of motor vehicles for University purposes;
    - 3. Establish and operate facilities for the acquisition, disposal, operation, maintenance, repair, storage, control and regulation of University-owned motor vehicles. Acquisition may be by purchase, lease, installment-purchase, loan or by any

other legal means and may include a trade-in. All motor vehicles purchased or leased shall be of a class that will safely transport University personnel and adequately meet the requirements of the University;

4. Contract for specialized maintenance services.

(b) Motor vehicles owned, leased or operated by the University shall be for official University business only.

(18) **Definitions.**

(a) Artistic Services. Services provided by an individual or group of individuals who profess and practice a skill in the area of music, dance, drama, folk art, creative writing, painting, sculpture, bronze, photography, antique or period furniture reproduction or restoration, graphic arts, website design, craft arts, industrial design, costume design, fashion design, motion pictures, television, radio or tape and sound recording or in any other related field, as determined by the Chief Procurement Officer. Web design shall not include website hosting, maintenance, or computer-related services; only the portion of the design meeting the definition of an artist shall be exempt. If artistic web design cannot be separated from the non-artistic portion of the purchase, the artistic exemption shall not apply.

(b) Business. Any corporation, partnership, individual, sole proprietorship, joint stock company, joint venture or any other private legal entity.

(c) Commodity. Supplies, materials, goods, merchandise, food, equipment or other personal property, including a mobile home, trailer or other portable structure, which are purchased, leased, lease-purchased or otherwise contracted for by the University. "Commodity" also includes interest on deferred-payment contracts entered into by the University for the purchase of other commodities. Printing of publications and photocopying shall be



considered a “commodity.” Software license agreements shall be considered a “commodity.”

- (d) Competitive Negotiation. The establishment of a contract through deliberation, discussion or conference on the specifications, terms and conditions of a proposed agreement.
- (e) Competitive Solicitation. An Invitation to Bid, Request for Proposals or Invitation to Negotiate issued by a procurement department with delegated authority as specified in this regulation to select a contractor.
- (f) Contract. Document issued by the procurement department, including purchase orders and bi-lateral agreements, regardless of their designation.
- (g) Contractual Service. The rendering by a contractor of its time and effort rather than the furnishing of specific commodities. The term applies only to those services rendered by individuals and firms who are independent contractors.  
~~“Contractual service” does not include labor or materials or selection of professional services for the construction, renovation, repair, maintenance or demolition of facilities or grounds.~~
- (h) Cover. The difference between the cost to procure substitute commodities or services and the contract price for such commodities or services.
- (i) Department. Any Florida State University college, school, department, principal investigator, club, organization or other budget entity assigned a departmental account by the University.
- (j) Extension. An increase in the time allowed for the current contract period.
- (k) Independent Contractor. A person or firm who provides a service to the University, but does not have any employment or other relationship or

connection with the University as provided in s. 112.313, F.S.

- (l) Invitation to Bid. A solicitation for competitive bids issued by the Procurement Services department, including reverse auctions, with the title, date, and hour of the public bid opening designated and the commodity, group of commodities or services defined.
- (m) Invitation to Negotiate. An invitation extended to prospective suppliers or contractors by the University, whether by advertisement, written solicitation, electronic media or any other form of communication, to define the specifications, terms and conditions of a contract for commodities or contractual services. An Invitation to Negotiate shall be awarded as the best interests of the University indicate and does not require numeric scoring. Cost may or may not be a consideration in the initial stages of negotiations.
- (n) Minority Business Enterprise. A business concern as defined in s. 288.703(3) F.S.
- (o) Mutuality of Management. That circumstance wherein two or more businesses are owned or managed by the same person or persons. Mutually managed businesses shall submit only one response to a competitive solicitation. The Chief Procurement Officer may reject all responses from mutually managed businesses submitting more than one response to a competitive solicitation. If more than one response is submitted and subsequently evaluated, only the response with the lowest cost or score shall be considered in determining an award.
- (p) Person. Shall have the meaning provided in s.1.01 (3), Florida Statutes.
- (q) President. The chief executive officer of the University, responsible for its operation and administration.
- (r) Public Entity Crime. A violation of any state or federal law by a person in the

transaction of business with any public entity of any state or with the United States government involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

- (s) Purchase. An acquisition of commodities or services obtained by purchase order or contract whether by rent, lease, installment-purchase or lease-purchase, outright purchase, or license.
- (t) Purchases for Resale. The purchase of commodities or contractual services acquired for selling them to the public. Purchases of commodities or contractual services acquired for resale or transfer of ownership to other University departments are not purchases for resale.
- (u) Procurement Services. The department with primary procurement responsibilities at the University.
- (v) Renewal. Contracting with the same contractor for an additional period after the initial contract term provided the original terms of the agreement specify an option to renew.
- (w) Request for Proposal. A written solicitation issued by the Procurement department for competitive proposals for commodities or contractual services with the title, date, and hour of the public opening designated. A request for proposals may be used when the scope of work is not clearly defined, or cost is not the primary consideration.
- (x) Respondent. A person or business that has submitted a bid, proposal, response or an offer to negotiate, as the result of a competitive solicitation.
- (y) Response. A bid, proposal, response or offer to negotiate submitted as a result of a competitive solicitation that designates the title, date and time of the public opening. The response shall be submitted in accordance with

instructions provided in the competitive solicitation prescribing all general and special conditions.

- (z) Responsible supplier or Respondent. Individuals or businesses that possess the ability to perform successfully under the terms and conditions of the proposed purchase.
- (aa) Responsive response. A response from a responsible Respondent that complies in every respect with the terms, conditions and specifications of a competitive solicitation.
- (bb) Request for Quotation. A written or oral request issued by the Procurement department to one or more suppliers to provide pricing on specified commodities or contractual services when the total costs, including all renewal options, is less than the competitive solicitation threshold. Requests for Quotations are not subject to the electronic posting requirements of BOG 18.002.
- (cc) Specifications.
  - 1. A clear and accurate description of the technical requirements, including the range of acceptable characteristics or minimum acceptable standards, for the material, product, or service to be purchased. In competitive solicitations, such specification shall not contain features which unduly restrict competition.
  - 2. The specific features of “brand name or equal” descriptions that Respondents are required to meet when such items are included in a competitive solicitation.
  - 3. A clear and accurate description of the physical, performance or functional characteristics of a commodity or contractual services. It may

include plans, drawings, samples or a description of any requirement for inspection, testing or preparing a commodity or contractual service for delivery.

- (dd) Term Contract. An indefinite quantity contract for the purchase of commodities or contractual services during a prescribed period of time.
- (ee) Vehicle. This term includes any automobile, airplane, truck, mobile construction equipment, golf cart, tractor, watercraft or other vehicle.
- (ff) Supplier. A person or business that has received a duly executed purchase order or purchase order and contract from the University.

Specific Authority BOG Regulation 1.001(3) (j), (7) (b) Law Implemented 112.313, 283.33, 672.719, 1004.22(7) FS. History--New 1-5-81, Formally 6C2-2.15, 6C2-2.015 Amended 11-4-87, 6-11-91, 12-21-93, 10-20-99, 3-17-03, 9-19-2008, 6-25-2010, 3-7-2014, 10-9-2015, 6-7-2017,

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FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

# CONSENT ITEM P



# FLORIDA STATE UNIVERSITY

## BOARD OF TRUSTEES

### *Finance and Business Committee*

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#### **ACTION ITEM V**

**September 12, 2024**

**SUBJECT:** Employee Bonus Plan Report

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#### **PROPOSED COMMITTEE ACTION**

I recommend approval of the Florida State University Employee Bonus Plan Report and certify that bonuses paid within the reporting period, July 1, 2023, through June 30, 2024, comply with the criteria outlined in the University Policy 4-OP-C-7-D7.

#### **AUTHORITY FOR BOARD OF TRUSTEES ACTION**

Section 1012.978, F.S. authorizes a university Board of Trustees to develop and maintain an employee bonus plan for work performance or employee recruitment and retention.

Board of Governors Regulation 9.015, University Bonus Plans requires an annual report be submitted to the Board of Trustees, certifying that bonuses paid during the reporting period complied with the criteria in the university bonus plan and were paid from funds contained within the university's budget as approved by the Board of Trustees. This report shall then be annually provided to the Board of Governors.

University Policy 4-OP-C-7-D7, Employee Bonus Plan, authorizes university departments to provide a salaried employee with a one-time monetary award (bonus) as an incentive to recruit and retain key talent or to reward employee work performance.

#### **BACKGROUND INFORMATION**

In accordance with Section 1012.978, F.S., BOG Regulation 9.015, and University Policy 4-OP-C-7-D7, I am providing a report of all employee bonus types for work performance or employee recruitment and retention paid to Faculty and Staff during the initial reporting period July 1, 2023, through June 30, 2024, for your approval.

#### **ADDITIONAL COMMITTEE CONSIDERATIONS**

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**Supporting Documentation Included:** Employee Bonus Plan Report

**Submitted by:** Kyle Clark, Senior Vice President for Finance & Administration

## 9.015 University Bonus Plans

(1) Pursuant to section 1012.978, Florida Statutes, each board of trustees may establish and implement one or more plans that authorize the award of bonuses based on employee work performance or for purposes of recruitment and retention.

- (a) Each university plan must set forth the categories of employees who are eligible to receive bonuses and the evaluation criteria by which bonuses may be awarded. Evaluation criteria for plans based on employee work performance may include, but are not limited to, documented work performance involving increased duties/responsibilities, successful completion of a special project, attainment of established goals, superior performance, or specific achievements or assignments of significance. For plans developed for recruitment, evaluation criteria may include, but are not limited to, candidates with desirable specialized skills and exceptional experience, or where market conditions or departmental structure merit such a recruitment award. For plans developed for purposes of addressing retention, evaluation criteria may include, but are not limited to, circumstances to address verified offers of competing employment, to address market conditions which are significantly higher than the current salary, to ameliorate salary compression or inversion, or to acknowledge successful completion of career development, training, or certification programs that are in the best interests of the university or support the mission of the university.
- (b) Each university may authorize the inclusion of provisions that award bonuses in collective-bargaining agreements that are duly ratified by the board of trustees. Any bonus provisions in such agreements must be based upon standards appropriate to institutions of higher education or relevant industry standards.

(2) Any university bonus plan that is consistent with the provisions set forth herein may be implemented upon approval by the university board of trustees. This regulation applies to bonus plans created under section 1012.978, Florida Statutes.

(3) Comprehensive incentive-based compensation programs implemented for services related to the delivery of clinical care through a university Faculty Practice Plan approved by the Board of Governors and operating in accordance with Regulation 9.017 or another health-care related program are authorized upon approval by the university board of trustees.

(4) Each year, on a schedule established by the university board of trustees, the President shall submit a report to the board of trustees. The report shall contain the following: a description of the bonus plan, the President's certification that any bonuses paid during the reporting period complied with the criteria in the university's bonus plan and were paid from funds contained within the university's budget as approved by the board of trustees; and the total amount paid during the reporting period for performance, recruitment and retention bonuses. This report shall then be annually provided to the Board of Governors.

Authority: Section 7(c), Art. IX, Fla. Const.; section 1012.978, Fla. Stat.; History: New 11-04-2021; Amended 11-09-2023



## **4-OP-C-7-D7 Employee Bonus Plan (See also 4-OP-C-7-A3.7)**

**Responsible Executive:** Finance and Administration

**Approving Official:** Vice President of Finance and Administration

**Effective Date:** Approval of BOG 9.015 (November 4, 2021); Approved by FSU BOT 9-24-21

**Last Revision Date:** 9/24/21

### **I. INTRODUCTION**

- This policy provides guidance on awarding individual bonus or incentive payments to recruit and retain employees and to reward superior work performance.
- Eligible categories of employees include Faculty, Executive Service (AEX), Administrative and Professional (A&P), and University Support Personnel System (USPS). Employees must be active and in good standing with the University at the time a bonus payment is made.

### **II. POLICY**

- Departments may provide a salaried employee a one-time monetary award (bonus) as an incentive to recruit and retain key talent or to reward employee work performance.

#### **A. Recruitment**

Offered to prospective employees who possess skills, experience, and/or qualifications that are in high market demand or are highly specialized. May also be used to recruit for a position that would otherwise be difficult to fill. The amount of the recruitment bonus may not exceed 15% of the employee's base salary. A recruitment bonus request that exceeds the 15% threshold may be awarded only after approval by the President or designee. See also Policy 4-OP-C7-B12 Recruiting Incentives.

#### **B. Retention**

Offered to a current employee possessing valuable or unique knowledge, skills, or abilities that are deemed critical to the mission of the University in order to retain key talent. May be used to acknowledge successful completion of career development, professional training, or certification programs that are beneficial to the University and the employee. The amount of the retention incentive is dependent on the

nature and complexity of the role, as well as the availability of funds. The amount of this incentive may not exceed 15% of the employee's base salary. A retention bonus request that exceeds the 15% threshold may be awarded only after approval by the President or designee.

**C. Work Performance**

Recognizes and rewards employees for exceptional performance and contributions over a specified period of time. Frequently awarded for the completion of a special project or assignment going beyond an employee's regularly assigned duties. These may include, but are not limited to, the following:

- Contributions that substantially advance the initiatives of the department, division, college, or University and are typically project-based.
- Extraordinary efforts during times of critical need, such as achieving vital objectives or deliverables that could have negatively impacted operations or major projects.
- Innovative work ideas that significantly improve operational efficiencies, workflow, or customer service and may include the introduction or modification of business practices.

**D. Incentive Program**

A department-specific program based on an approved plan with clearly defined objectives. These programs are used to recognize and reward employees for significant performance and contribution following a specified time-period based on pre-established goals. The incentive program must define eligible employees and be provided to FSU Human Resources in advance, with final approval for any such payments by the Chief Human Resources Officer. Faculty Practice Plans must operate in accordance with State University System of Florida Board of Governors Regulation 9.017 and are authorized upon approval by the Board of Trustees.

**E. Procedures**

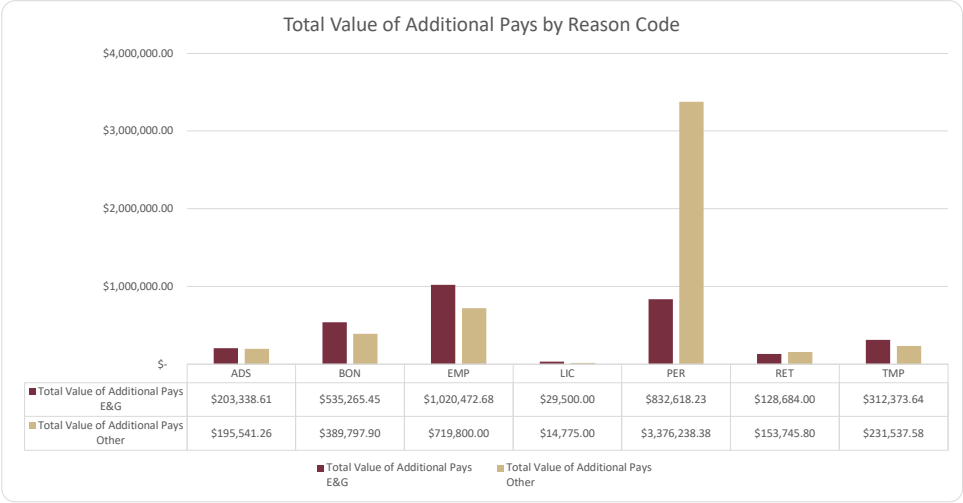
When an employee's supervisor determines that a bonus may be warranted, an Additional Pay Form containing justification/documentation appropriate for the requested bonus type should be prepared and submitted. All bonus and incentive payments are subject to approval of the Chief Human Resources Officer or designee. The effective date of the increase will be the beginning of the pay period following the completion of the process. Requests to establish a new college or administrative unit incentive plan should be submitted to Compensation at HR-Compensation@fsu.edu.

**III. LEGAL SUPPORT, JUSTIFICATION, AND REVIEW OF THIS POLICY**

- Section 1012.978, F.S.
- Florida Board of Governors Regulation 9.015
- Florida State University Board of Trustees Regulations FSU-4.001
- This policy shall be reviewed by the Chief Human Resources Officer every seven years for its effectiveness. The Office of Human Resources shall make recommendations to the Vice President for Finance and Administration for any modification.
- Revisions to this policy require FSU BOT approval in accordance with Florida Statutes and BOG Regulation.

Type of Additional Pay	Count of Additional Pays E&G	Total Value of Additional Pays E&G	Count of Additional Pays Other	Total Value of Additional Pays Other	Count of Additional Pays All	Total Value of Additional Pays All
ADS	32	\$ 203,338.61	30	\$ 195,541.26	62	\$ 398,879.87
BON	124	\$ 535,265.45	137	\$ 389,797.90	261	\$ 925,063.35
EMP	157	\$ 1,020,472.68	85	\$ 719,800.00	242	\$ 1,740,272.68
LIC	32	\$ 29,500.00	12	\$ 14,775.00	44	\$ 44,275.00
PER	510	\$ 832,618.23	414	\$ 3,376,238.38	924	\$ 4,208,856.61
RET	21	\$ 128,684.00	8	\$ 153,745.80	29	\$ 282,429.80
TMP	352	\$ 312,373.64	244	\$ 231,537.58	596	\$ 543,911.22
<b>Grand Total</b>	<b>1228</b>	<b>\$ 3,062,252.61</b>	<b>930</b>	<b>\$ 5,081,435.92</b>	<b>2158</b>	<b>\$ 8,143,688.53</b>

Earning Code	Earning Code Description
<b>ADS</b>	Faculty Admin Supplement - Addl Duties - COVID (Work Performance) Faculty Admin Supplement - Development (Retention) Faculty Admin Supplement - Interim Appointment (Work Performance) Faculty Admin Supplement - Temporary Duties (Work Performance)
<b>BON</b>	Bonus (Incentive/Retention)
<b>EMP</b>	Employment Incentive (Recruitment)
<b>LIC</b>	License & Certification (Retention)
<b>PER</b>	Performance Bonus (Work Performance)
<b>RET</b>	Retention Bonus (Retention)
<b>TMP</b>	Temporary Out of Class Pay (Work Performance)





FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

# CONSENT ITEM Q



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES  
*Governance Committee*

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**ACTION ITEM I**

**September 12, 2024**

**SUBJECT:** Nominations to the Board of Directors of the FSU International Programs Association, Inc.

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**PROPOSED COMMITTEE ACTION**

Approve appointments to Direct Support Organization Boards.

**AUTHORITY FOR BOARD OF TRUSTEES ACTION**

Section 1004.28 and BOG-9.011 provide that the university board of trustees shall approve all appointments to any direct-support organization.

**BACKGROUND INFORMATION**

The attached appointment(s) to the Direct Support Organization Board(s) have been proposed for membership by the respective DSO Board(s) according to their individual Bylaw provisions. They have been reviewed by the President.

**ADDITIONAL COMMITTEE CONSIDERATIONS**

Florida Board of Governors approval is not required.

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**Supporting Documentation Included:** DSO Board Appointee Biographical Information

**Submitted by:** International Programs



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

# CONSENT ITEM R



# FLORIDA STATE UNIVERSITY

BOARD OF TRUSTEES

*Student Affairs Committee*

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## ACTION ITEM I

September 12, 2024

**SUBJECT:** FSU-3.001 Student Governance

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### **PROPOSED COMMITTEE ACTION**

Approve amendment to Regulation FSU-3.001 Student Governance.

### **AUTHORITY FOR BOARD OF TRUSTEES ACTION**

The authority for the proposed regulation is as follows: Board of Governors Regulations 1.001 (3) (j), (4).

### **BACKGROUND INFORMATION**

This amendment requires the Student Government Association meet the registration and renewal requirements of all other student organizations. It also amends the minimum registration hour requirements for Student Government Officers consistent with university requirements.

### **ADDITIONAL COMMITTEE CONSIDERATIONS**

None

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**Supporting Documentation Included:** Redlined copy of proposed changes to FSU-3.001 Student Governance

**Submitted by:** Proposed amendment of Regulation FSU-3.001 has been initiated by Dr. Amy Hecht, Vice President for Student Affairs.



### **FSU-3.001 Student Governance.**

(1) The Vice President for Student Affairs is the designated representative of the University President in matters pertaining to student life and governance.

(2) A Student Government Association shall be organized and maintained to represent the student body. All officers of the Student Government Association shall be enrolled at the Florida State University for ~~a minimum of six credit hours~~ the minimum number of credit hours for the fall, spring, and summer terms as specified by the Office of Student Organizations & Involvement for undergraduate and graduate students and be in good standing.

(3) The Student Government Association must register annually and maintain active standing as a registered student organization. The Student Government Association shall establish and maintain a Student Body Constitution and implementing statutes to facilitate organizational integrity and cohesive administration.

~~(3)~~(4)-Legislation of the Student Government Association shall be subject to the approval of the Vice President for Student Affairs prior to implementation.

Specific Authority BOG Regulation 1.001(3)(j) Law Implemented BOG 1.001(4), 1004.26, FS. History–New 9-30-75, Amended 12-26-85, \_\_\_\_\_ Formerly 6C2-3.01.



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

# CONSENT ITEM T



# FLORIDA STATE UNIVERSITY

## BOARD OF TRUSTEES

### *Student Affairs Committee*

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#### **ACTION ITEM III**

**September 12, 2024**

**SUBJECT:** Regulation FSU-3.050 Educational Research Center for Child Development

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#### **PROPOSED COMMITTEE ACTION**

Approval of proposed amendment to FSU 3.050 Educational Research for Child Development

#### **AUTHORITY FOR BOARD OF TRUSTEES ACTION**

The authority for the proposed regulation is as follows: Board of Governors Regulations 1.001 (3) (j), (4),.

#### **BACKGROUND INFORMATION**

This amends the current language for the Advisory Board. Significant changes include:

- updating language pertinent to the Advisory Board, outlining their duties and responsibilities
- updating language to include accurate timeline of Advisory Board appointment process
- Center's mission and goals are more clearly addressed
- now includes research projects allowed throughout the year
- provides specific requirements for student participation

#### **ADDITIONAL COMMITTEE CONSIDERATIONS**

None

**Supporting Documentation Included:** Redline of FSU-3.050

**Submitted by:** Proposed adoption of Regulation FSU-3.050 has been initiated by Dr. Amy Hecht, Vice President for Student Affairs

### **FSU-3.050 Educational Research Center for Child Development.**

(1) The ~~Educational Research Center for Child Development (Center)~~FSU Childcare and Early Learning Program, and Educational Research Center for Child Development operates under the supervision of the Division of Student Affairs at the Florida State University (FSU).

(a) The Center's goals are:

1. To provide quality affordable childcare;
2. ~~\_\_\_\_\_~~ To give an educational experience to children;
- ~~2.3. \_\_\_\_\_~~ To support student parents, faculty and staff of the University in achieving their academic professional goals;
- ~~3.4. \_\_\_\_\_~~ To conduct child research; and
- ~~4.5. \_\_\_\_\_~~ To provide a setting for experimental learning.

(2) The Center shall be governed by a Board of Directors acting as the FSU Childcare Advisory Board (Board).

(a) The Board ~~of Directors (Board)~~ shall include the University President, the Student Body President, the Chairman of each Department participating in the Center, or their designees, one parent representing each 50 students; and the Director of the Center shall serve as an ex officio, nonvoting member.

(b) The University President designates the Vice President of Student Affairs to be their ~~his~~ representative on the Board of Directors. The Vice President of Student Affairs may select a designee to represent their interests on the advisory board.

(c) The parent member(s) of the Board shall be elected as follows:

1. ~~One parent shall be elected to represent 50 children enrolled in the Center~~ Each September all parents shall have the opportunity to nominate a representative for placement on an election ballot consistent with (2)(a).
2. ~~Each January all parents shall have the opportunity to nominate a representative for placement on an election ballot.~~ Each September each teaching staff of the Childcare Center shall also have the opportunity to nominate one parent for placement on the election ballot.
3. An election ballot shall be prepared and ballot shall be sent to each parent for

voting.

4. In the case of a tie, a runoff election shall be held.

(d) The Board shall:

1. ~~Adopt admission policies;~~Discuss issues relating to the organization of the Program, major policies and procedures, parent fee increases, parent concerns and other issues brought to the table by the Program Director or Vice President of Student Affairs;
2. ~~Adopt criteria for identifying major research projects; and~~ Support the Program's mission and purpose;
3. ~~Not allow major research projects to be conducted at the Center without the Board's prior approval.~~Support the Program's Director in accomplishing goals and objectives;
4. ~~\_\_\_\_\_ responsible for ensuring that the Center is operated in accordance with the laws of the State of Florida and the regulations of the Board of Governors and FSU.~~  
Advocate for the acquisition of adequate resources to meet the operational needs of the Program;
5. Support the Program's programs and services;
6. Enhance the Program's public standing;
- 4.7. Ensure that the Center is operated in accordance with the laws of the State of Florida and the regulations of the Board of Governors and FSU.

(3) The Center's admission policy shall ~~be designed to provide educational opportunities for a cross-section of the University and local communities~~ prioritize enrollment for student parents, faculty and staff of the University. The Center may admit students whose parents are not students, faculty or staff at FSU, when necessary to achieve ~~a balance of characteristics for research purposes.~~ maximum enrollment.

(4) The establishment and operation of the Center may be funded from the Capital Improvement Trust Fund, grants, donations, user fees and other sources consistent with existing law and rules.

(5) The Center may charge user fees. The Board reviews and approves the tuition/rates of the Center. Changes to the rates may not be implemented until approved by the Board.~~The Board may adopt a sliding scale and a procedure for calculating user fees.~~

~~based on the parents ability to pay and other relevant factors. The calculation process and the sliding scale adopted by the Board shall not be implemented until approved by the Board of Trustees. Any subsequent changes in the sliding scale, the calculation process, or the factors upon which they are based, shall not be implemented until approved by the Board of Trustees.~~

(6) The Center furnishes internships and clinical experiences for FSU graduate and undergraduate students who may be classified as ~~participating or work study students, observers, volunteers, work-study students, practicum,~~ or interns.

~~(a) — Interns shall be supervised primarily by an academic faculty member and secondarily by the Center's staff. To establish an internship program the Center and the academic department shall jointly adopt guidelines for the use and supervision of student interns. No internship program shall be implemented until the Board has adopted guidelines for that program.~~

~~(b)(a) — The Board shall also adopt guidelines for the use and supervision of work study and participating students. The Center shall be primarily responsible for all supervision of work study and participating students. Students may be appointed to the roles of teacher aide, teacher assistant, graduate assistant or research assistant. The student's role shall be based on:~~ All student participants shall be supervised primarily by the Center's staff in collaboration with the academic department to meet the student participants academic goals. Student participants and/or academic department shall complete a participation request and the Director of the Center shall review and approve all participation requests. All participants shall complete required State of Florida Department of Children and Families criminal an abuse and neglect screenings. To preserve the orderly functioning of the Center, student participants shall be required to follow any instructions given by the Center's staff. Students may be appointed to the roles of administrative support assistant, teacher aide, teacher assistant, graduate assistant or research assistant. The Board shall also adopt guidelines for the use and supervision of work-study and participating students. The student's role shall be based on:

1. The student's needs and skills;

2. The academic requirements of the student's degree program; and
3. The staffing needs of the Center.

~~(c) — Students may also visit the Center for the purpose of observation. To preserve the orderly functioning of the Center, student observers shall be required to follow any instructions given by the Center's staff.~~

(7) Research projects shall meet all Florida State University regulations, policies and procedures addressing experimentation on human subjects. Researchers shall complete a research request and the Director of the Center shall review and approve all research requests. All research requests are required to obtain participant permission, or if involving a child, the permission of the parent, prior to implementation. No research project shall be implemented unless the ~~Board's~~ Director of the Center's prior approval has been obtained.

(8) Guidelines for the receipt and monitoring of funds. The Center shall comply with all applicable state laws, FSU and Board of Governors regulations, policies and procedures for receiving, disbursing, monitoring, accounting for, and auditing funds. ~~The Center's annual budget, and any significant changes, shall not be implemented until approved by the Board.~~

Specific Authority BOG Regulation 1.001(3)(j), ( 4 ) Reg. Procedure July 21, 2005. Law Implemented 1011.48 FS, BOG 10.004 History—New 6-10-86, Amended \_\_\_\_\_.



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

# CONSENT ITEM U





# FLORIDA STATE UNIVERSITY

BOARD OF TRUSTEES

*Student Affairs Committee*

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## ACTION ITEM IV

September 12, 2024

**SUBJECT:** FSU-2.013 Commercial Solicitations

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### **PROPOSED COMMITTEE ACTION**

Approve amendment to Regulation FSU-2.013, Commercial Solicitations

### **AUTHORITY FOR BOARD OF TRUSTEES ACTION**

The authority for the proposed regulation is as follows: Board of Governors Regulations 1.001 (3) (j), (4), (7).

### **BACKGROUND INFORMATION**

This amendment updates language to reflect the current FSU Student Union and the departments affiliated with it that are tasked with administering aspects of this regulation. These changes also include the updates from the FSU Policy 4-OP-A-1 Commercial Solicitation to provide consistency.

### **ADDITIONAL COMMITTEE CONSIDERATIONS**

None

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**Supporting Documentation Included:** Redlined copy of proposed changes to FSU-2.013.

**Submitted by:** Proposed amendment of Regulation FSU-2.013 has been initiated by Dr. Amy Hecht, Vice President for Student Affairs.

## **FSU-2.013 Commercial Solicitations.**

(1) All soliciting done on the University premises must be approved by the Director of Business Services, except for the sale of newspapers in the residence halls and housing areas, and certain activities sponsored by student organizations.

(2) University Solicitors' Permit.

(a) All solicitors must have a University Solicitors' Permit, except students representing student organizations.

(b) All applicants for a permit must have in their possession a valid City of Tallahassee Solicitors' Permit. They must also have and furnish verifiable personal, and company or organization identification for all persons who will be engaged in the requested activity.

(c) The University Solicitors' Permit will contain the following information.

1. Name of company or organization.
2. Names of individuals representing the company or organization on campus.
3. Type or nature of approved activity.
4. City of Tallahassee Solicitors' Permit number.
5. Location where permit is valid.
6. Dates of issue and expiration of University Solicitors' Permit.

(d) Copies of the University Solicitors' Permit are to be given to the individual responsible for the activity, who will insure that each person engaged in soliciting has a copy. The original permit will be kept on file in the Business Services Division office.

(3) Obtaining Permits. Permits are to be obtained from the Director of Business Services. The issuance of permits will be governed by the benefits to be gained by the University community. Copies of the permit are to be carried by each individual whose name appears on the permit and are engaged in the activity, and will be presented to any University official upon request. Any issued permit is subject to cancellation at any time it is deemed in the best interests of the University to do so. In the event a permit is cancelled, all copies of the permit are to be surrendered to the Director of Business Services and soliciting by the permit holder will cease.

(4) Student Organizations. In recognition of the rights and freedom of student organizations at the Florida State University, approved student groups are permitted to solicit for support, or sell and distribute items as a project of that organization within the following limits and guidelines:

(a) No item is to be sold or advertised that is offered for sale in, or that is in competition with, any University contracted service or agency such as the Text Book & Computer Sales (FSU Bookstore), Union Store, Bookstore, Food Services (Seminole Dining), Golf Services (Seminole Golf Course), Copier and Printing Services, Beverages, Bank Services, Office Services and Laundry, retail stores located in the University Union, Information Technology Services/Telecommunications, without a

University Permit granted by the Director of the Office of Business Services or their designee. Requests for advertising permission within Student Housing will be submitted to the Director of University Housing for review.

(b) Sponsoring and participating organizations must register the activity and arrange for space with the ~~Office of Student Activities~~ Campus Event Services.

(c) Activities referred to in this policy are permitted only in ~~the area of the University Union Complex designated as the Bookstore Arcade~~ spaces managed by the FSU Student Union. Any requests for exceptions to this location should be submitted to the ~~Office of Student Activities~~ Campus Event Services. Requests for tables and chairs in connection with such an activity should be made to the ~~Union Reservations Office~~ Campus Event Services.

(d) Sponsoring and participating organizations will comply with any Student Government Statutes affecting fund raising projects.

(e) Officers of any student organization sponsoring or participating in solicitations, either on or off the campus, will assume full responsibility for adherence by the participating students to all laws and regulations governing such activities.

(5) The posting or distribution of advertising material will be limited to the permanent official bulletin boards of the University.

(6) ~~Dependent on the availability of space~~ upon space availability in areas specifically designated for such purposes, newsstands containing daily newspapers of general public circulation authorize will be permitted. The Director of Housing must approve ~~will~~ the placement of newsstands in the ~~dormitory housing areas~~ residence halls. The Director of the Office of Business Services, or his/her designee will authorize the placement of newsstands in other areas, provided they are contained in some type of distribution rack.

Specific Authority BOG Regulation 1.001(3)(j) Law Implemented BOG Regulation 1.001(4),(7) History– New 9-30-75, \_\_\_\_\_ Formerly 6C2-2.13.



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

# Athletics

## ACTION ITEM I



TO: Presidents/Chancellors of the Atlantic Coast Conference Member Institutions

FROM: James J. Phillips, Ph.D.  
Commissioner

DATE: May 8, 2024

SUBJECT: 2024-25 ACC Governing Board Certification Form

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Please find attached a copy of the 2024-25 Atlantic Coast Conference Governing Board Certification form. A Member shall not be eligible to enter a team or individual competitors in a Conference championship unless its governing board makes an annual institutional certification, on a form approved by the Conference office as indicated in ACC Bylaw 2.11.2.

Please review this policy with your Governing Board and return the signed form to Tracey Haith at the Conference office by **October 11, 2024**.

Thank you and best regards.

Attachment

JP/BH:th

cc: Faculty Athletics Representatives  
Athletics Director  
Compliance Director





**Governing Board Certification Form  
Academic Year 2024-25**

As Chair of the Governing Board at \_\_\_\_\_,  
(institution name)

I attest that:

- 1) Responsibility for the administration of the athletics program has been delegated to the CEO of the Member.
- 2) The chief executive officer has the mandate and support of the board to operate a program of integrity in full compliance with NCAA, Conference and all other relevant rules and regulations.
- 3) The chief executive officer, in consultation with the faculty athletics representative and the athletics director, determines how the institutional vote shall be cast on issues of athletics policy presented to the NCAA and the Conference.

Date Presented to the Governing Board: \_\_\_\_\_

Signed: \_\_\_\_\_  
(Chair of the Governing Board)

Signed: \_\_\_\_\_  
(CEO/President/Chancellor of Member Institution)

Please email a copy of your completed form by **October 11, 2024** to:

Tracey Haith  
thaith@theacc.org



FLORIDA STATE UNIVERSITY  
BOARD OF TRUSTEES

# Finance & Business

## ACTION ITEM I



# FLORIDA STATE UNIVERSITY

## BOARD OF TRUSTEES

### *Finance and Business Committee*

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#### **ACTION ITEM VI**

**September 12, 2024**

**SUBJECT:** Campus Master Plan Amendment

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#### **PROPOSED COMMITTEE ACTION**

Request for Approval

#### **AUTHORITY FOR BOARD OF TRUSTEES ACTION**

In 1993, the Florida Legislature passed legislation that recognizes the unique relationship between university campuses and local governments. Chapter 1013.30, F.S., describes the processes by which universities are required to develop, maintain, and update campus master plans and associated campus development agreements with local governments.

#### **BACKGROUND INFORMATION**

In September 2021, the Board of Trustees (BOT) adopted the University's current Campus Master Plan (CMP), which covers the years 2020 to 2030 (near-term and mid-term). This proposed amendment entails the addition of a Lacrosse Field to the Southwest Site (Campus) to support the newly formed Women's Lacrosse Program and to ensure compliance with Title IX. The attached document shows the anticipated location of the field and spectator spaces, as well as an associated support facility.

There are no significant changes proposed for the Panama City Campus at this time.

#### **ADDITIONAL COMMITTEE CONSIDERATIONS**

By statutory definition, these modifications constitute a minor amendment to the Campus Master Plan. Accordingly, it is not expected that the adoption of this amendment will create the need to substantially revise the existing Campus Development Agreement between the University and the City of Tallahassee, approved and executed in December of 2022.

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**Supporting Documentation Included:** Map of Lacrosse Field at SW Site (Campus)

**Submitted by:** Kyle Clark, Senior Vice President for Finance & Administration



Potential Lacrosse Field Site  
Alumni Village

Each  represents 7,000 sqft for seating



0 50 100 200 Feet

Scale 1:1,000

Source: FSU PDC and TLOGIS

SUPPORT  
FACILITY

