



The Florida State University  
Tallahassee, Florida 32306

Faculty Senate

## FACULTY SENATE MINUTES

Moore Auditorium  
November 13, 1985  
3:45 p.m.

### I. Regular Session

The 1985-86 Faculty Senate met in regular session on November 13, 1985, at 3:45 p.m. in Moore Auditorium. Ms. Merrill Hintikka, Senate President, presided.

The following members were absent. Alternates who were present are listed in parenthesis following the member they represent. G. Abcarian, J. Bailey, G. Brudenell, R. Chatel, M. Cowart, J. Cook, C. Darling, G. DeVore, M. Driscoll, P. Elliot, J. Fenstermaker, H. Fletcher, N. Fletcher, V. Green, E. Haymes, W. Heard, P. Johnson, T. King (M. Young), G. Kleck (A. Bassin), R. Lacher, A. Lang, C. Lilly (R. Goldsmith), B. Linder, D. Pavesic, W. Pelham, A. Rasher, D. Robinson, C. Schluck, S. Stage, J. Standley, C. Steele, J. Taylor, J. Wyatt.

### II. Approval of the Minutes

The minutes of October 16, 1985, were approved as circulated.

### III. Approval of the Agenda

The agenda was approved with the following changes: item V.b. will be presented by Jerry Stern and item VII. a. should read "introduction of proposed change in Faculty Senate Bylaws".

### IV. Report of the Steering Committee, John J. Carey

"Since the last meeting of the Faculty Senate the Steering Committee has been active on a number of fronts:

I. Along with a number of other University groups and councils, we received and responded to proposed revisions of the University Smoking Policy. Various modifications have been proposed in order to ensure University compliance with provisions contained in the Florida Clean Indoor Air Act (FS 85-257). A final approval of the new policies is now pending with the administration.

II. The Steering Committee met on October 17 with Dean Elisabeth Muhlenfeld concerning recurring problems of registration and orientation. She has plans to streamline the pre-registration periods which occur in the Summer, and is exploring possibilities of telephone registration for currently enrolled students. She will keep the Senate informed about future possibilities in these areas, both of which are important to the faculty.

III. On October 24 we met with Dr. Bob Leach, Dr. Greg Phifer, University attorney Chuck Ruberg, and Assistant Dean of Students for Judicial Affairs Jerry Crotty to discuss proposed changes in the University Academic Honor System. All of these persons were a part of the working group which has studied and proposed changes in the system. The nature of those changes will be discussed at further length by members of the Honor System Committee this afternoon. Their meeting with the Steering Committee was to get some preliminary sense of faculty response to the proposed changes.

IV. On October 31, the Steering Committee met with Dr. Steve Rollin of the Graduate Policy Committee to discuss the issues and concerns of that committee. One of the major issues is our lack of consistent guidelines about the make-up of doctoral committees. The issue that seems to be at stake is whether the University needs and is benefited by consistent central guidelines or whether various schools and departments are helped by more flexibility in terms of the number of committee members, the desirability of having a prospectus, and the question of what constitutes a "pass" on a doctoral dissertation defense. Although these matters are still under consideration by the Graduate Policy Committee, the Steering Committee favors maximum flexibility for various schools and departments.

V. The Steering Committee has continued to take a keen interest in the equity issue in Women's Athletics. We understand that the position previously held by Barbara Palmer will be filled by another woman and that hence there will be a woman prominent in athletic policy making at the institution. We have encouraged a national search for the best qualified person for this position. We have expressed our opinion to the President that the program in Women's Athletics should in no way be unfairly curtailed by virtue of restructuring of the Athletic Program.

VI. In response to a request from President Sliger we have sent him two names as nominees to fill B. J. Allen's unexpired term on the Honor System Committee. Alan Mabe has been appointed to the position by Dr. Sliger.

VII. We have discussed at considerable length the Honors and Scholars Program and the proposed changes in the Liberal Studies Honors curriculum which are being brought before the Senate today by Dr. Jerry Stern for the Honors Program Committees.

VIII. We have refined our proposal for maintaining and improving the quality of undergraduate instruction at FSU and have discussed the issues involved with President Sliger. We hope that a task force with a specific charge will soon be announced by the President.

Anyone having a concern that you would like discussed by the Steering Committee should contact Dr. Merrill Hintikka or any member of the Steering Committee."

V. Remarks on the 25th Anniversary of the FSU Foundation, G. Nichols

Mr. Nichols introduced Meredith Smith, Director, Constintuency Development Program at the FSU Foundation. Ms. Smith reviewed some of the levels at which donations may be given (attached as addendum I). Mr. Nichols stated that FSU is not getting its share of outstanding students. Out of 600 applicants with a 4.0 gpa, FSU was only able to offer 100 scholarships. We gave only 20 scholarships to National Merit Semifinalist from a field of 600. Please contribute to this drive. Encourage your faculty and staff to donate so we may attract outstanding students.

VI. Reports of Committees

a. Scholarship Committee, F. Kreimer

In the institutional self-study, which was reviewed by the Southern Association of Colleges and Schools in May, 1984, the committee on student quality recommended that a university-wide evaluation of all scholarship programs be carried out to assess priorities and the need for change. Because he had recognized the need for such an evaluation for some time, President Sliger moved quickly to appoint the Scholarship Committee in July, 1984. I would like to take this opportunity to acknowledge the diligence and perseverance of the members of this committee. The members were:

Paul Beck	Fred Leysieffer	Anne Rowe
Amy Brown	Warren Mazek	Patricia Vance
John Fenstermaker	Joe Nosari	Morton Winsberg
William Jones	Robert Reeves	

Invaluable to the committee were the contributions of the advisors and ex officio members:

Paula Barbour-Brennan	Paula Fortunas
Bob Bodine	Joyce Howard
Georgia Bowen	Ed Marsh
Paul Elliott	

The committee appreciates very much the meticulous work of our staff assistant, Bob Connors, and we were fortunate to obtain the services of Linda Harkey to edit our report.

President Sliger charged the Scholarship Committee to:

1. Survey all scholarships, grants, work awards, and loans for undergraduate and graduate students, giving special attention to existing sources of funds;
2. Identify needs for scholarships and financial aid to recruit academically gifted students and to achieve a student population balanced for more effective use of the intellectual resources of the University;
3. Recommend priorities for the use of funds for grants-in-aid to students;
4. Recommend means for continuing review of all programs of financial aid to students.

I had estimated that the work of the committee could be completed in six months. In fact it took thirteen months to complete the tasks of the committee. The most difficult task for the committee was the survey because of the many facets of student aid when that term is used in its broadest sense. Much information is available, but to satisfy the reporting requirements of various external agencies data may be gathered for a fiscal year, or an academic year consisting of fall term, spring term, and the following summer, or an academic year consisting of the preceding summer and following fall and spring terms. Sometimes total awards are reported, and other times completed transactions are reported. The committee had to reconcile data and fit together pieces of information like tiles in a mosaic.

The committee found that financial aid and scholarships totalled \$37.5 million in 1983-84. But \$14.1 million of this total is accounted for by Guaranteed Student Loans, a program in which the role of the university is to verify eligibility. Another \$10.6 million is derived from the category of Other Personal Services in the University's budget. Of this \$10.6 million, \$3.2 million is received from contracts and grants, that is the research of the faculty produces \$3.2 million for aid to students, mostly through opportunities for temporary employment. And \$3.3 million is received from Pell Grants, which are available to undergraduates on the basis of demonstrated financial need.

Now let us turn to university-wide programs of scholarships for recruiting academically gifted undergraduate students. The committee identified four such programs:

- Merit and Achievement Scholarships.
- University Scholarships for first-time-in-college (F.T.I.C.) students with outstanding high school records.
- Marshall Hamilton Scholarships for community college graduates who have excellent scholastic records.
- Incentive Scholarships for minority students.

The funding for these four programs is obtained from the Coordinated Student Financial Aid Program and amounted to only \$350,000 in 1983-84. In 1984-85, the amount of funding declined to about \$300,000. To address this situation, the Scholarship Committee made the following recommendations.

- Student fees, investment earnings on agency and activity accounts, and other funds of the Coordinated Student Financial Aid Program should be dedicated to the support of University-wide programs of financial aid and scholarship.
- The scholarship programs of the Coordinated Student Financial Aid Program should be part of a coordinated and strongly centralized effort under the direction of the Dean of Undergraduate Studies to recruit students.
- The highest priority for use of funds in the Coordinated Student Financial Aid Program should be the matching funds required to participate fully in federal and state programs of student financial aid.
- Other funds in the Coordinated Student Financial Aid Program should be directed to the establishment of a "core" program of University-wide scholarships.
- No-need scholarship awards to eligible National Merit and National Achievement finalists should be increased from \$1,000 to \$1,500 for the next two years and to \$2,000 thereafter.
- The University Scholarship Program should be expanded from the current 26 recipients to provide 200 renewable scholarships of \$1,000 per year for first-time-in-college students.
- The present program of 48 renewable Marshall Hamilton Scholarships of \$600 per year for students who transfer from community colleges with the A.A. degree should be expanded to 150 renewable scholarships of \$1,000 per year for these students.

- Incentive Scholarships, currently one-time for \$750, should be made renewable and the amount of awards increased to \$1,000 per year.

Because the committee has recommended that the scholarships be made renewable, the total costs of funding the preceding recommendations for the "core" scholarships will increase over four years to \$1,660,000. In anticipation of the need for more funds, the committee recommends also that the Florida State University Foundation, Inc. give direct support to the Coordinated Student Financial Aid Program and assume a more active role in support of all scholarship programs.

Although the report of the Scholarship Committee is still being studied, some of its recommendations are being implemented already. For 1986-87, scholarship awards to eligible National Merit and National Achievement finalists will be increased to \$1,500, and Incentive Scholarships will be made renewable and the amount of awards increased to \$1,000. This is being accomplished because the Florida State University Foundation has committed itself to a higher level of support for scholarship programs.

I hope that the recommendations of the Scholarship Committee will receive the compelling endorsement of the faculty. And some of you, as individuals, may wish to give tangible support to scholarship programs by responding to the fund raising appeals of the Florida State University Foundation. This year there is a special inducement to those of you who have not given to the Foundation before. For each gift of twenty dollars or more from a new donor, the State of Florida will contribute ten dollars to this university's endowed scholarship fund.

b. Honors Program Committee, Jerry Stern

Mr. Stern gave the report attached as addendum II to these minutes. He explained that significant changes had occurred in our Honors Program in the past few years and having a strong Honors curriculum was an important part of recruitment.

c. Honor System Committee, P. Coats and G. Phifer

Mr. Phifer explained that the purpose of the document attached to these minutes as addendum III is to:

1. Clarify the present system, bring the language up-to-date.
2. Clarify the role of the University Judicial Officer.
3. Change the language, i.e., faculty member is changed to instructor.
4. Close loopholes which exist in the present document.
5. Allow for a honesty system not a dishonest one.

Mr. Phifer asked that all faculty carefully read section 6(d) Faculty Responsibilities, as this was the section that brought the most discussion from the Steering Committee members.

Mr. Ruberg, University attorney, cited a case to show that faculty members can be liable in some cases involving academic dishonesty. After a very lengthy debate, Mr. Roeder suggested that the committee review the report and take under consideration those opinions expressed by the Senate.

VII. Reports of Standing Committees  
 a. Graduate Policy Committee, S. Rollin

PROGRAM	DATE OF REVIEW	RESULT
<b>Programs Reviewed 1984-85:</b>		
Geology	1/28/85	Recommend continuation of program, DDS continued
Multilingual/Multicultural Education	2/4/85	On warning status - review after 1 year (86-87)
Humanities	2/7/85	Recommend continuation of program, DDS continued
Special Education	4/22/85	Program continued but placed on acad. warning.
	6/3/85	DDS renewed - review in two years
Marriage and Family	5/28/85	Recommend continuation of program, DDS continued
Higher Education	6/3/85	Recommend continuation of program

**Programs To Be Reviewed 1985-86:**

- Reading Education
- Counseling Psy. & Human Systems
- Art History
- Criminology
- Psychology
- Statistics
- Theatre
- Urban & Regional Planning

*ed. Research*  
*Pol. Sci.*

**Two Year Follow-Up Reviews 1985-86:**

- English Education
- Geophysical Fluid Dynamics
- Chemistry
- History
- Elementary & Early Childhood Ed.
- Physics
- Library Science
- Educational Administration

**Other Items of Interest:**

Agenda Item 151:  
Review of Doctoral Committee  
Structure & Function 10/14/85

Approved by GPC - sent to  
Fac. Sen. for approval

Agenda Item 152:  
Marie Cowart's Report  
Subcommittee on Review  
Procedures 9/23/85

Approved by GPC - to be  
used for program reviews  
beginning with Fall '86  
reviews

(M. Cowart's report is attached)

The GPC is bringing today for information only the following:

1. Dissertation approval must be unanimous.
2. If a majority of the committee disapprove, the student must rewrite until all approve--or give up.
3. If there is an impasse but a majority approve the dissertation, the Dean of Graduate Studies will replace the dissenting member(s) of the committee.
4. Procedures then recycle to item 1. If a second impasse develops, the dissertation is disapproved.





August 19, 1985

MEMORANDUM

TO: William Marzluff, Chairman  
Graduate Policy Council

FROM: Marie Cowart  
Jane Standley  
Stuart Baker

RE: Ad Hoc Committee on the Doctoral Program Review Process

This Committee was charged to study the process for Doctoral Program review and to make any recommendations that would improve the current process. The Committee informally received comments from other members of the Graduate Policy Council. The Committee met one time, on July 19, 1985, to summarize its recommendations.

Recommendations:

1. Eliminate current inefficiencies by making minor adjustments in the suggested timetable for the review process:
  - a. Orientation of the Department/Program chairs by June 1 preceding the review year so that data collection may be completed by the beginning of the Fall term.
  - b. Rework timetable so that report will be drafted by early December with the final report submitted to the GPC by mid-January. Orient Ad Hoc Review Committee chairs in the Summer prior to the beginning of Fall Semester.
2. Clarify and provide these additions to the report:
  - a. Affirmative action plan of the Department including salary structure for women and minorities.
  - b. Provide uniform data within the body of the report about the faculty in order to support the doctoral directive status recommendations, e.g., number of research projects (publications, other), number of grants awarded and amount (if applicable).

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William Marzluff, Chairman  
August 19, 1985

3. Promote timeliness of submission of reports to the GPC:
  - a. Assign GPC member of Subcommittee to report regularly to the GPC Chairman and Associate Dean for Graduate Studies. Hold orientation meeting with GPC members about role.
  - b. GPC member submits a report of the Subcommittee progress and performance. (to be used to evaluate the process)
4. Develop a resource folder for Subcommittee Chairs:
  - a. Example tables of student, faculty and program information.
  - b. Composite questionnaire for students, faculty and alumni surveys.
  - c. Outline for students and faculty interviews.
5. Make software available for summarization and analysis of survey data.

MC/JS/SB/mhh

cc: Dean Russ Johnsen

b. Undergraduate Policy Committee, J. Icerman

"The UPC has met twice this semester. The first meeting was an organizational meeting at which Dr. Joe Icerman was re-elected as chairperson.

At the second meeting the Committee approved PHY 3802L as meeting 7000 words of the "Gordon Rule" requirement for students needing additional writing beyond that included in Liberal Studies courses they complete. In addition, the Committee discussed two requests for approval of courses for the Liberal Studies program. Action on these requests was deferred until the next meeting.

To aid the approval process for new Liberal Studies courses, the Committee is distributing guidelines for course requests to all Deans and Department Chairpersons. These guidelines follow the criteria adopted by the Faculty Senate in 1981."

VIII. New Business

a. Introduction of proposed change in Faculty Senate Bylaws,  
J. Carey

To the Bylaws of the Faculty Senate, add:

(Section F. Standing Committees)

4. Honors Program Policy Committee

The Honors Program Policy Committee shall consider policies and procedures relating to the University's Honors and Scholars Program. The Committee shall consist of seven faculty members appointed by the Steering Committee with the advice and consent of the Senate for staggered three-year terms. No school or college shall have more than three faculty representatives. The Vice President for Academic Affairs, or his or her designee, and the Director of the Honors and Scholars Program shall be ex-officio members. Two undergraduate student members shall be appointed annually by the President of Student Government from among present or past participants in a Florida State University Honors curriculum. The chairperson shall be appointed by the Steering Committee from the faculty representatives. The Committee will make its recommendations to the Steering Committee which will transmit the recommendations to the Senate for action.

Renumber existing Section F, 4 through 13 accordingly.

The Senate will be asked to vote on this amendment on December 4.

IX. Unfinished Business

There were no items of unfinished business for today's meeting.

X. University Welfare

There were no items of university welfare for today's meeting.

X. Announcements of Deans and other administrative officers

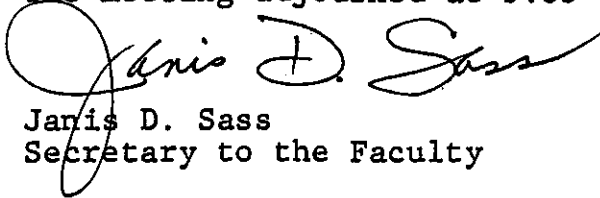
There were no announcements today.

XI. Announcements of the President of the University

Dr. Sliger was unavailable for today's meeting. Vice President Turnbull stated that due to the lateness of the hour, he would answer any questions at the University Club Wednesday Social.

XII. Adjournment

The meeting adjourned at 5:35 p.m.



Janis D. Sass  
Secretary to the Faculty

FSU Foundation  
Levels of Giving

Eminent Scholar Chair - requires \$600,000 in private funds. The State of Florida will match with \$400,000 to create a \$1 million endowed chair.

Presidential Scholars - This new program has been established to encourage the brightest students to choose FSU. With a gift of \$25,000 you can place your name on a Presidential Scholars Fund. Selected students who are entering the University will receive an annual stipend based on the earnings of the \$25,000 endowed fund.

Presidents Club - Membership is accorded those who contribute a minimum of \$10,000 to Florida State University through the Foundation or signify their intention to contribute a minimum of \$10,000 within a ten-year period at a rate of \$1,000 or more per year or signify their intention to provide, through the Foundation, \$25,000 or more through a bequest, a life insurance program, a trust, a gift of real estate or some combination of an outright and a planned gift.

Annual Fund Gift Clubs

Loyalty Club	\$1 - \$99 annually
Century Club	\$100 annually
University Club	\$250 annually
Wescott Society	\$500 annually

New Donor Challenge Trust Fund - A match of \$10.00 will be made by the State of Florida for each new donor of \$20.00 or more (cash or gift in kind) through the Foundation. All matching money must be placed in a special Foundation restricted endowment fund, the earnings of which would be dedicated to academic programs, nonathletic scholarships, or libraries as determined by the university president.

All gifts to the FSU Foundation are tax deductible. Gifts may be unrestricted or restricted to the academic program of the donor's choice.

THE HONORS AND SCHOLARS PROGRAM  
FLORIDA STATE UNIVERSITY

WHAT IS THE HONORS AND SCHOLARS PROGRAM?

The Honors and Scholars Program was developed to give Florida State's brightest students a chance to interact with each other and with some of our best faculty members. The Program provides opportunities for special courses and extracurricular activities. The following students are eligible to participate:

1. Students who have accepted an invitation to participate in the liberal studies Honors curriculum.
2. Students who have been accepted into an Honors program in the major field of study.
3. Students who have accepted a Merit, Achievement, Incentive, Selby, Marshall Hamilton, or University Scholarship from Florida State.

WHAT ARE THE ADVANTAGES OF THE HONORS AND SCHOLARS PROGRAM?

Those who join get access to both special activities and the Honors and Scholars House, which includes a seminar room and a lounge. Students are assisted by the Honors and Scholars Director, who is a faculty member; a student affairs coordinator, a secretary, and several student assistants.

WHAT IS THE LIBERAL STUDIES HONORS CURRICULUM?

Many Honors courses are included among those courses which students may take to fulfill the requirements of FSU's liberal studies program. Honors courses can put you in touch with some very interesting faculty and students. The typical Honors student chooses one or two Honors courses out of every five courses taken during the first four or more terms at Florida State. To finish the program, and thus receive a certificate and a notation on the permanent record, Honors students must maintain a 3.2 GPA and complete eighteen Honors credits (about six courses). Students who finish Honors are deemed to have completed the writing requirement of the "Gordon Rule." Those who participate receive some registration priority. Some high school seniors who accept invitations to the liberal studies Honors program will be awarded partial waivers of out-of-state tuition surcharges for their first year, contingent on their registering for Honors courses.

Honors courses include:

1. Honors Seminars. These are special topics courses which are primarily from the Humanities, Social Sciences, and Natural Sciences areas. Graded on a satisfactory/unsatisfactory basis, seminars are limited to about fifteen students.
2. Honors Sections. Honors sections of regularly scheduled classes are offered in many areas, including chemistry, math, history, philosophy, psychology, geology, English, and sociology. Honors sections are limited to about twenty-five students.
3. Honors-oriented Courses. Each term we have a list of courses in which the faculty members have agreed to do a special project with Honors students for Honors credit.

**AM I ELIGIBLE FOR LIBERAL STUDIES HONORS?**

I. Students are automatically invited to become liberal studies Honors students if

1. They have been admitted to Florida State.
2. They have a 3.2 or better GPA on any transfer credit. (Eleven or fewer credits can be discounted, as can credit five or more years old.)
3. Their admissions data from high school shows a 3.5 GPA in academic subjects and a test score of 1200 or 28.

OR

Their admissions data from high school meets a sliding scale showing grades or test scores slightly below minimum, with the other data well above minimum.

<u>High School Grade Point Average</u>	<u>ACT Score</u>	<u>SAT Score</u>
4.0+	26	1100
3.9	26	1120
3.8	27	1140
3.7	27	1160
3.6	27	1180
<u>3.5</u>	<u>28</u>	<u>1200</u>
3.4	29	1250
3.3	30+	1300+

OR

They are Merit or Achievement Finalists.

II. Students who cannot fulfill the qualifications listed in section I above may petition their way into liberal studies Honors if they have a 3.8 on at least twelve graded FSU hours or a 3.5 on at least twenty-four graded FSU hours. Students accepted in this way are not eligible for out-of-state tuition waivers.

**WHAT IS THE HONORS CURRICULUM IN THE MAJOR FIELD OF STUDY?**

Many academic colleges, schools and departments sponsor an Honors curriculum in the major. Sometimes there are seminars; always there is a one-on-one project with a professor of your choice, ending in a thesis or project report. Most students begin Honors in the major during the second term of their junior year, and a few at the beginning of the senior year. Students who find an Honors project they wish to undertake may apply to join if they have a 3.2 GPA. Transfer students must have a 3.2 on all transfer work and a 3.2 on at least twelve FSU hours. Deficiencies in the transfer GPA may be overcome by earning a 3.2 or better on 30 FSU hours. Please note that individual departments may impose requirements stricter than those of the university. Students who complete an upper division honors program will be recognized by a notation on the permanent record and on the graduation program, and a certificate.

For further information, please write or call:

Dr. Paula L. Barbour, Director  
Honors and Scholars Program  
Florida State University  
Tallahassee, Florida 32306-4008

Phone: (904) 644-1841

THE LIBERAL STUDIES HONORS CURRICULUM  
FLORIDA STATE UNIVERSITY

The Liberal Studies Honors Curriculum allows academically talented students to develop to their fullest potential by encouraging close contact with outstanding faculty members and by providing small class sections of regularly scheduled courses and special topics seminars. Best of all, honors students get to meet each other.

### THE COURSES

Many honors courses are included among those courses which students may take to fulfill the requirements of FSU's liberal studies program. Honors courses include:

1. Honors Seminars. These are special topics courses which are primarily from the Humanities, Social Sciences, and Natural Sciences areas. Graded on a satisfactory/unsatisfactory basis, seminars are limited to about fifteen students each.
2. Honors Sections. Honors sections of regularly scheduled classes are offered in many areas, including chemistry, math, history, philosophy, psychology, geology, English, and sociology. Honors sections are limited to about twenty-five students each.
3. Honors-oriented Courses. Each term we have a list of courses in which the faculty members have agreed to do special projects with honors students for honors credit.

Honors seminars and sections are identified in the Directory of Classes, and all honors courses are on a list available in the Honors and Scholars office prior to each registration.

### GETTING IN

I. Students are automatically invited to become liberal studies honors students if

1. They have been admitted to Florida State.
2. They have a 3.2 or better GPA on any transfer credit. (Eleven or fewer credits can be discounted, as can credit five or more years old.)
3. Their admissions data from high school show a 3.5 GPA in academic subjects and a test score of 1200 or 28.

OR

Their admissions data from high school meet the following sliding scale:

<u>High School Grade Point Average</u>	<u>ACT Score</u>	<u>SAT Score</u>
4.0+	26	1100
3.9	26	1120
3.8	27	1140
3.7	27	1160
3.6	27	1180
3.5	28	1200
3.4	29	1250
3.3	30+	1300+

OR

They are Merit or Achievement Finalists.



- II. Students who cannot fulfill the qualifications listed in section I above may petition their way into liberal studies Honors if they have a 3.8 on at least twelve graded FSU hours or a 3.5 on at least twenty-four graded FSU hours.

#### STAYING IN

Most Honors students choose one or two Honors courses out of every five taken during the first four or more terms at Florida State. Many students elect to complete the Liberal Studies Honors Curriculum by the end of the sophomore year, but some prefer to defer courses until later in the college career. In order to stay in the Program, a student must remain active in taking Honors courses, and must be making reasonable progress toward finishing the Program.

Students must maintain a 3.2 cumulative FSU grade-point average in order to remain in good standing. Students cannot be dismissed from the program until they have remained under 3.2 for two terms, and a warning will precede dismissal. Students who fall below a 3.2 at the point they complete their Honors courses may petition for graduation with Honors if their final GPA is a 3.2 or better, and all other criteria have been met.

#### FINISHING THE PROGRAM

- A total of eighteen credit hours (about six courses) are necessary to finish the program.
- To count toward completion of the Honors curriculum, an Honors course must receive a grade of "C-" or better.
- At the point the student completes the eighteenth Honors hour, he or she must have a 3.2 overall GPA and a 3.0 GPA in the Honors courses which have counted toward completion.

#### BENEFITS OF THE PROGRAM

##### I. Participation

1. Students who participate in the Liberal Studies Honors Curriculum have access to the Honors and Scholars House, which includes a seminar room and a lounge.
2. Students receive the advice, aid, and extracurricular planning support of an Honors and Scholars Director, who is a faculty member; a student affairs coordinator, a secretary, and several student assistants.
3. Honors students in good standing receive registration priority.
4. Some new freshman Honors students may be awarded a year of partial out-of-state-tuition waivers before their arrival, contingent on their registering for Honors courses.

##### II. Completion

1. Graduation with Honors is noted on the permanent record.
2. The student receives a certificate.
3. The student is deemed to have completed the writing requirements of Rule 6A-10.30 (the "Gordon Rule").
4. Former Honors students may continue to take liberal studies Honors courses on a space-available basis.

GOING ON

Students are encouraged to explore the possibility of undertaking Honors work in the major. Many academic colleges, schools, and departments offer an honors curriculum in the major. Sometimes there are seminars; always there is a one-on-one project with a professor of your choice, ending in a thesis or project report. Students who find an honors project they wish to undertake may apply to join during the junior year, or in some cases very early in the senior year.

LEARNING MORE

For further information, please write or call:

Dr. Paula L. Barbour, Director  
Honors and Scholars Program  
Florida State University  
Tallahassee, Florida 32306-4008  
Phone: (904) 644-1841

## DRAFT

HONORS IN THE MAJOR FIELD  
FLORIDA STATE UNIVERSITY

Many academic colleges, schools, and departments at Florida State offer an honors curriculum in the major. Sometimes there are seminars; always there is a one-on-one project with a professor of your choice, ending in a thesis or project report. Honors work is designed to encourage talented juniors and seniors to undertake independent and original research as part of the undergraduate experience.

## ADMISSION

Individual departments are free to set their own, higher requirements, but Florida State University requires that a student accepted to do honors work in the major field

1. Have at least sixty college credits.
2. Have a 3.2 or higher cumulative FSU average, based on at least twelve graded FSU hours.
3. Have a 3.2 or higher cumulative GPA on all transfer work. This rule may be suspended if the transfer work amounts to eleven or fewer credits, is five or more years old, or was followed by a 3.2 GPA on at least thirty FSU hours.
4. Make formal application to the Honors and Scholars Program. The application includes a brief description of the intended project and the signature of the faculty member who will direct the project. Although applications are accepted up to the third week of the first semester of the senior year, junior-year application is encouraged.

## THE DEFENSE COMMITTEE

Each honors student works on the senior project under the guidance of the directing professor and at least two additional faculty members. The student is for the most part free to choose these mentors. However, the director and one other professor must be from the major field, and a third faculty member, to be chosen from a list available in the Honors and Scholars Office, is the Honors Program representative and cannot be from the same department as the other two. (In the case of the School of Music, the outside member cannot be from the same "area" as the other two.) Each student has the option of adding a fourth committee member from any department.

Honors students work most closely with the directing professor, but they should seek feedback from each committee member as the project progresses. At the end of the honors project, each student must defend the finished thesis or project report in front of his/her committee.

### THE PROSPECTUS

Each honors student must submit a prospectus giving the general outline of the proposed honors project no later than the sixth week of the term before the thesis or project report will be defended. The directing professor will be able to set guidelines for the contents of the prospectus. No more than one to three pages is necessary, and a bibliography is usually helpful.

The prospectus must be approved by all members of the defense committee. Committee members sign both the title page of the prospectus and an approval form which is available in the Honors and Scholars Office.

### THE PROJECT

Each school or department has guidelines defining acceptable honors work in that field. Historically, students in humanities, social sciences, and other fields at Florida State have researched and written classic senior theses (average length, fifty pages). However, some students in fields such as natural sciences, creative writing, mathematics, communications, and the arts have undertaken quite different projects. Your department can evaluate the appropriateness of your proposal as honors work.

Please note that if your project is something other than a thesis, you must write a project report (average length, fifteen pages). After all, you wouldn't want to be the only honors student to leave nothing behind to say you were here! A project report is simply an account of what you tried to accomplish in your research and what you eventually did accomplish. The report should show an awareness of other scholars' work in your area of research.

### BEFORE GRADUATION

1. You must defend your thesis or project report in front of all committee members. Students are advised to bring finished projects to their committees well before the thesis is due, in case changes are recommended. The directing professor imposes the deadline for the defense.
2. Four weeks before the last day of classes, you must bring your defended, perfected, and bound thesis to the Honors and Scholars Office. This deadline is necessary in order to get your Honors notation into the graduation program. If this honor does not matter to you, you may hand in your thesis up to the last day of classes.
  - a. Staple and book tape binding is recommended; spiral binding cannot be used. Check with the local copy services.
  - b. The copy you present must be your original, or "good" copy.
  - c. Your title page must show the original signatures of all committee members, with typed names beneath each signature.
  - d. A defense certificate, available from the Honors and Scholars Office, must be signed by committee members and presented with, but not bound with, your thesis or report.

**CREDITS AND GRADES**

1. To remain in an honors program in a major field, a student must maintain a 3.2 cumulative FSU GPA. To be dismissed, a student must remain below 3.2 for two terms. A warning will precede dismissal.
2. No course will count as honors credit if a grade lower than a "B-" is earned.
3. To graduate with honors in a major field, a student must complete the project satisfactorily and earn at least six honors credits in the major. Each department or school will define both the parameters of the honors project and the awarding of credits. Most departments offer three to six credits during the one or two semesters of research and three credits during the semester the project is completed and defended.

**OTHER REWARDS**

- A. For active participation
  1. Students who participate in honors in the major field get access to the Honors and Scholars House, which includes a lounge and a seminar room, and all kinds of staff support.
  2. Honors students may take liberal studies honors courses on a space-available basis.
- B. For completion
  1. Recognition on the permanent record.
  2. Recognition on the graduation program.
  3. An honors certificate signed by the Director of Honors and Scholars, the directing professor, the Dean, and the President.
  4. The bound thesis or project report becomes part of Special Collections in the Strozier Library.

**FOR FURTHER INFORMATION**

Please contact

Dr. Paula Barbour, Director  
Honors and Scholars Program  
Florida State University  
Tallahassee, Florida 32306-4008

Phone: (904) 644-1841

POSSIBLE TIMELINES  
(Prerogative of each Department)

## I. LONG VERSION

<u>Term</u>	<u>Activity in Department</u>	<u>Honors Office</u>	<u>Honors Credits</u> (Honors Seminars count toward major, but not university honors)
1st-term Jr.	Possible seminar	No activity	0 thesis hrs.
2nd-term Jr.	Possible seminar; discuss project with directing prof.; find defense committee; start research	Apply	0-3 thesis hrs.
1st-term Sr.	Possible seminar; research	Prospectus by sixth week classes	3 thesis hrs.
2nd-term Sr.	Possible seminar; finish and defend	Hand in perfected project 4 wks. before last day classes; <u>on last day classes if don't care about being honored at graduation</u>	<u>3 thesis hrs.</u>
			TOTAL 6-9

## II. SHORTENED VERSION

1st-term Jr.	Possible seminar	No activity	0
2nd-term Jr.	Possible seminar	No activity	0
1st-term Sr.	Possible seminar; discuss project with directing prof.; find defense committee; do research	Apply by third week classes; prospectus by sixth wk. classes	3
2nd-term Sr.	Possible seminar; finish project and defend	Hand in perfected project 4 wks. before last day classes; <u>on last day classes if don't care about being honored at graduation</u>	<u>3</u>
			TOTAL 6

HONORS IN THE MAJOR FIELD  
FLORIDA STATE UNIVERSITY

APPLICATION FORM

Name \_\_\_\_\_ Social Security No. \_\_\_\_\_

Major \_\_\_\_\_ School or College \_\_\_\_\_

Previous college(s) attended \_\_\_\_\_

Term applying for Honors status \_\_\_\_\_

First term registering for Honors credit \_\_\_\_\_

Subject of proposed project (give brief description) \_\_\_\_\_  
\_\_\_\_\_

Term prospectus to be completed \_\_\_\_\_

Term project to be defended \_\_\_\_\_

Term you completed your sixtieth hour \_\_\_\_\_

Term you plan to graduate \_\_\_\_\_

Permanent home address  
\_\_\_\_\_  
\_\_\_\_\_

Local address  
\_\_\_\_\_  
\_\_\_\_\_

Phone \_\_\_\_\_

Phone \_\_\_\_\_

I understand the university and departmental rules for admission and retention in Honors in the major field.

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Name typed or printed

TO BE FILLED OUT BY DEPARTMENT OR SCHOOL:

The Department/School of \_\_\_\_\_ recommends this applicant for Honors work in the major field and will undertake supervision of the research listed above.

Directing Professor: \_\_\_\_\_  
Signature Date Name typed or printed

Chair or Dean: \_\_\_\_\_  
Signature Date Name typed or printed

Departmental Representative  
or Honors Coordinator: \_\_\_\_\_  
Signature Date Name typed or printed

HONORS IN THE MAJOR FIELD  
FLORIDA STATE UNIVERSITY

APPROVAL OF THESIS PROSPECTUS

Name \_\_\_\_\_ Social Security No. \_\_\_\_\_

Term prospectus approved \_\_\_\_\_

Term project to be defended \_\_\_\_\_

Term you plan to graduate \_\_\_\_\_

Tentative thesis title \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

The Defense Committee signifies its approval of the prospectus:

Directing Professor

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name typed or printed \_\_\_\_\_

Additional Professor  
from Major Field

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name typed or printed \_\_\_\_\_

Honors Program Representative  
(not from same department as  
the first two)

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name typed or printed \_\_\_\_\_

Additional Professor from any  
department (OPTIONAL)

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name typed or printed \_\_\_\_\_

The typed prospectus must accompany this form, and it, too, must bear the signature of the committee members. This form and the prospectus are due in the Honors and Scholars Program by the end of the sixth week of the term before the thesis or project report will be defended.

Approved by Honors and Scholars Program

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name typed or printed \_\_\_\_\_



HONORS IN THE MAJOR FIELD  
FLORIDA STATE UNIVERSITY

DEFENSE CERTIFICATE

\_\_\_\_\_ has satisfactorily defended a thesis or project report submitted in partial fulfillment of the requirements for graduation with honors in \_\_\_\_\_ on \_\_\_\_\_  
major field date

Month and year of FSU graduation \_\_\_\_\_

Thesis title \_\_\_\_\_

The Defense Committee signifies its approval of the thesis or project report and its defense:

Directing Professor

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Name typed or printed

Additional Professor from  
Major Field

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Name typed or printed

Honors Program Representative

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Name typed or printed

Additional member (OPTIONAL)

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Name typed or printed

A bound copy of the thesis shall accompany this separate form. Both items are due in the Honors and Scholars Program four weeks prior to the last day of classes.

Approved by Honors and Scholars Program

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Name typed or printed

ADDENDUM III

For your convenience, the old sections of the Code are shown in ~~strike through~~ mode and additions are underlined. Where the change relates to terminology, it is explained once and then used thereafter. Changes in the order of the sentence, or of sentences within a section, are usually not indicated by the strike through/underline combination.

The Honor System Committee recommends to the Faculty Senate and Student Senate that the following Academic Honor System be adopted.

(6) ~~Honor-Code~~ Academic Honor System

(a) ~~Code-of-Academic-Honor~~ Academic Honor Code: The Academic Honor Code System of the The Florida State University is based on the premise that each student has the responsibility (1) to uphold the highest standards of academic ~~honesty~~ integrity in his/her work, (2) to refuse to tolerate ~~academic-dishonesty~~ violations of academic integrity in the University community, and (3) to foster a high sense of ~~honor~~ integrity and social responsibility on the part of ~~students~~ the University community.

(b) ~~Academic-Dishonesty-Defined~~ Violations of the Academic Honor Code:

1. During examinations, ~~academic-dishonesty~~ violations of the Academic Honor Code shall include referring to written information not specifically condoned by the instructor. It shall further include receiving ~~written-or-oral~~ information from a fellow student or another unauthorized source.
2. ~~In-the-instance-of-papers-written-outside-the-class,-academic-dishonesty-shall-include-plagiarism.--Plagiarism-may-be specifically-defined-for-the-purposes-of-any-course-by-the instructor-involved.--Unless-it-shall-otherwise-be-defined, plagiarism-shall-include-failure-to-use-quotation-marks-or-other conventional-markings-around-material-quoted-from-any-printed source.--Plagiarism-shall-also-include-paraphrasing-a-specific passage-from-a-specific-source-without-indicating-accurately-what the-source-is.--Plagiarism-shall-further-include-letting-another person-compose-or-rewrite-a-student's-written-assignment.~~ Regarding academic assignments, violations of the Academic Honor Code shall include representing another's work, be it published or unpublished, as one's own. It shall also include presenting or submitting any academic work in a manner that impairs the integrity of the instructor's ability to assess the student's academic performance.
3. ~~Academic-dishonesty~~ Violations of the Academic Honor Code shall include ~~stealing,-buying,-selling,~~ obtaining, distributing, or referring to a copy of an examination ~~before-it-has-been administered~~ which the instructor has not authorized to be made available for such purposes.

4. Violations of the Academic Honor Code shall include any act which impedes the ability of other students to have fair access to materials assigned or suggested by the instructor.
5. Academic dishonesty shall include tampering with another student's work or impairing in any way the integrity of the instructor's ability to assess the academic performance of another student.
6. Violations of the Academic Honor Code shall include any other act which impairs in any way the integrity of the instructor's ability to assess the academic performance of students for whom the instructor has a responsibility.
7. Violations of the Academic Honor Code shall include alteration of grades or any other records related to academic performance of students. This shall also include submitting any false records in order to gain admissions to the University.
- ~~4. --- A student who shall have assisted in the forms of dishonesty mentioned above shall be considered equally guilty as the student who accepts such assistance.~~
8. Violations of the Academic Honor Code shall include assisting, attempting to assist, or conspiring to assist another student in committing the offenses as outlined above.
9. Violations of the Academic Honor Code shall include attempting to commit an offense as outlined above.

(c) Student Responsibilities:

1. Each student shall be responsible for abiding by the Academic Honor Code at all times. ~~In the classroom this shall apply whether or not a faculty member is present.~~ If required by the instructor, at the conclusion of each examination, each student shall sign a pledge that he/she s/he has neither given nor received aid from any unauthorized source during the examination.
2. Any student who ~~commits an act of academic dishonesty~~ violates the Academic Honor Code is expected to report himself/herself to the ~~professor instructor or and the Chief Justice of the Supreme Court~~ University Judicial Officer.
3. If a student shall observes cheating during an examination, ~~it is requested that he/she~~ the student should consult immediately with the ~~professor instructor~~ professor instructor of the course as soon as reasonable so that the cheating may be stopped. ~~Any student who shall~~ If a student otherwise observes or learns of another student's violation of the Academic Honor Code, (1) may request the student shall either (1) ask the student to report himself/herself the violation ~~to the Chief Justice or~~ to the professor instructor of the course and/or the University Judicial Officer or, ~~and if this is not done,~~ and if this is not done, (2) shall report, ~~within 24 hours,~~ within 24 hours, the violation ~~to the Chief Justice of the Supreme Court or~~ to the professor instructor of the

course and the University Judicial Officer. In the event that a student asks another student to report himself/herself and such student does not do so, then the student shall report, as soon as practicable, the violation to the instructor of the course and the University Judicial Officer. The student should provide the name of such student or students involved, if known, furnishing and furnish such evidence as is available to support his/her charge.

4. If a student has reason to believe that an instructor is not conducting the class in accordance with the Academic Honor Code, the student should report the instructor's noncompliance to the instructor's department chairman, dean, or any appropriate University official. Preferably, the student should report the noncompliance while a member of the class or as soon as possible thereafter.

(d) Faculty Responsibilities:

1. Each faculty-member instructor shall be responsible for taking all steps-possible reasonable steps to prevent-academic-dishonesty enhance academic integrity. He/she shall be expected-(1)-to take all-reasonable-security-measures-to-protect-examinations, themes, grade-books,-etc,-against-theft; (2)-to S/he should give his/her students a clear indication of his/her concern-for-academic dishonesty-and-his/her support of the Academic Honor System (3)-to and may require his/her students to sign a pledge at the conclusion of each examination, as-provided-in-Section-(6)(e)-above, that they have neither given nor received aid from any unauthorized source during the examination.
2. Should An faculty-member instructor wish-to may modify or add to the definition-of-plagiarism specification of the acts which shall constitute a violation of the Academic Honor Code as set forth in these-rules Section (6)(b). he/she shall-explain-his/her-usage-of the-term-to-his/her-classes-each-term. The modified definition shall be explained to each class and shall be effective thereafter for that class.
3. When an faculty-member instructor learns-of suspects an-instance-of dishonesty a student(s) has violated the Academic Honor Code in one of his/her classes, he/she-may-impose-such-academic-penalty-as he/she-may-deem-appropriate. s/he should discuss the incident with the student. Following such discussion, if the instructor has reason to believe that violation of the Academic Honor Code has occurred, or if the student admits to the violation, the faculty member instructor may-wish-to should discuss such-cases the case with his/her department head and/or the Dean or his/her designee before-making-his/her-report. In-addition,-each-faculty-member Each instructor shall submit a written report on each instance of suspected/admitted academic-dishonesty violation(s) of the Academic Honor Code which has occurred in his/her class to the Supreme-Court or-the University Judicial Officer. giving The written report shall give the name of the student, the student's identification number, and the nature of the offense suspected/admitted violation;

and the academic penalty imposed the report may include a recommendation as to an appropriate disciplinary penalty and the intended academic sanction. If there is a determination of guilt pursuant to the Academic Honor System, then the instructor will determine the academic sanction to be imposed. Academic sanction shall be defined as: (1) a lower or failing grade in the course, (2) a lower or failing grade or score on the assignment or examination, (3) additional work to provide evidence of the student's academic performance and/or evidence that the student knows and understands the course material, or (4) elimination of the assignment or examination in question from the determination of the student's grade. These may be used singularly or in combination.

4. An instructor shall allow any accused student to continue the examination and/or course until such time as guilt is determined through the Academic Honor System. If the student is found not guilty, the student has a right to the grade earned in the course. Furthermore, the instructor should assign NG (no grade) for the student if the academic term ends before the matter is resolved through the Academic Honor System.

~~(e) -- Court Responsibility -- Penalties~~

- ~~1. -- The Supreme Court or the University Judicial Officer shall investigate reports of alleged academic dishonesty, shall conduct hearings and trials when the circumstances warrant such action, and shall determine appropriate penalties for students found guilty of academic dishonesty. -- The Supreme Court or the Judicial Officer shall report the disposition of each case to the student concerned and the instructor involved.~~
- ~~2. -- A student who is found guilty of academic dishonesty for the first time may, at the discretion of the Court or University Judicial Officer, be recommended for a penalty in addition to any academic penalty which may already have been imposed by the professor of the course involved. -- In extremely serious cases even first offenders may be recommended for suspension or expulsion from the University.~~
- ~~3. -- A student found guilty of academic dishonesty for the second time shall, except in extraordinary cases, be recommended by the Court or the University Judicial Officer for suspension or expulsion from the University.~~
- ~~4. -- Should a student be suspended or expelled from the University because of having been convicted of academic dishonesty, a written statement concerning the offense and the disposition of the case shall be placed in his/her permanent record.~~
- ~~5. -- Notice of each conviction shall be published in the campus newspaper within five (5) class days (vacation days and non-publication days excluded), the conviction being reported by case number.~~

(e) University Judicial Officer Responsibilities:

1. The Supreme-Court-or-the University Judicial Officer shall investigate reports of alleged academic-dishonesty violations of the Academic Honor Code, shall conduct hearings or trials refer cases to the Student Supreme Court when the circumstances warrant such action.
2. The Supreme-Court-or-the University Judicial Officer shall determine, with advice from the Student Supreme Court, appropriate disciplinary penalties for students found guilty of academic dishonesty violation(s) of the Academic Honor Code. Except-in extraordinary-cases, Unless there are mitigating circumstances contained in the Court's recommendation or otherwise discovered by the University Judicial Officer, a student found-guilty-of-academic dishonesty-for-the-second-time with a previous violation(s) of the Academic Honor Code shall be-recommended-by-the-Court-or-the University-Judicial-Officer-for, receive a penalty of expulsion, dismissal, or suspension from the University. In-extremely-serious cases,-even-first-offenders-may-be-recommended-for In cases where there are aggravating circumstances, nothing in this section shall prohibit the University Judicial Officer from imposing a penalty of expulsion, dismissal, or suspension from the University for a student found guilty of academic-dishonesty violating the Academic Honor Code for the first time.
3. In all cases referred to the Student Supreme Court, the University Judicial Officer shall submit a sealed record of the student's history regarding academic integrity. This sealed record shall be opened by the Court only if the student is found guilty. Excluding this sealed record, the University Judicial Officer shall deliver copies of all documents submitted to the Court to both the instructor involved and the accused student. The Supreme-Court-or-the University Judicial Officer shall report the disposition of each case to the accused student concerned and to the instructor involved. It shall be his/her responsibility to see that notice of each conviction shall be published in the campus newspaper within five (5) class days (vacation days and non-publication days excluded), the conviction being reported by case number.

(f) Student Supreme Court Responsibilities:

1. The Student Supreme Court shall be responsible for hearing all cases brought before it by the University Judicial Officer. These proceedings shall be conducted in accordance to the guidelines in the Student Conduct Code and other applicable University guidelines.
2. If the Court finds a student guilty of a violation(s) of the Academic Honor Code, then the Court or-University-Judicial-Officer shall open the sealed record of the student's history regarding academic integrity and shall recommend an appropriate disciplinary penalty to the University Judicial Officer. Except-in

extraordinary circumstances, Unless there are mitigating circumstances, which the Court finds and states in its recommendation, a student found guilty of academic dishonesty for the second time with a previous violation(s) of the Academic Honor Code shall be recommended by the Court or University Judicial Officer for to receive a penalty of expulsion, dismissal, or suspension from the University. In extremely serious cases, even first offenders may be recommended for In cases where there are aggravating circumstances, which the Court finds and states in its recommendation, nothing in this section shall prohibit the Court from recommending a penalty of expulsion, dismissal, or suspension from the University for a student found guilty of academic dishonesty violating the Academic Honor Code the first time.

(g) Penalties:

4.---Should a student be suspended or expelled from the University because of having been convicted of academic dishonesty, a written statement concerning the offense and the disposition of the case shall be placed in his/her permanent record.

The following are the possible disciplinary penalties for violation of the Academic Honor Code and may be imposed singularly or in any combination:

1. Expulsion: A permanent separation from the University without the opportunity for readmission.
2. Dismissal: An indefinite separation from the University. In order to be readmitted, a student dismissed for disciplinary reasons pursuant to the Academic Honor Code must file a petition for judicial clearance with the University Judicial Officer who will present the petition to the Honor System Committee for review and decision about whether or not the student shall receive a judicial clearance. All students who receive a judicial clearance will be permitted to return to the University on a probationary basis if the student has also met applicable readmission criteria.
3. Suspension: A separation from the University for a specified period of time, not to exceed two years. During the period of suspension, a student is excluded from classes and all other University privileges or activities. At the conclusion of the period of suspension, the student will be permitted to return to the University on a probationary basis if the student has also met applicable readmission criteria.
4. Probation: A conditional retention of student status until the student graduates from the University or is separated from the University for a period of not less than four years. During the period of the probation, a student's University privileges may be restricted at the discretion of the University Judicial Officer.
5. Reprimand: A written statement from the University Judicial Officer expressing disapproval of conduct.

6. Disciplinary records shall be maintained under the authority of the Vice President for Student Affairs. In cases of the penalties of suspension, probation, and reprimand, such disciplinary records of the incident shall be destroyed when the student completes the degree program, graduate or undergraduate, in which the student is enrolled at the time of the violation.

(h) Honor System Committee:

An Honor System Committee shall be appointed by the University President. The Committee shall consist of three faculty, selected from a list of six provided by the Faculty Senate Steering Committee, and three students, selected from a list of six provided by the Student Senate. and Student members shall be appointed to serve terms of one year and faculty shall be appointed to serve terms of three years. The Committee shall be chaired by the Vice President for Student Affairs. The Committee shall keep students and faculty informed concerning the provisions of the Academic Honor System, monitor the operation and effectiveness of the Academic Honor System, and make recommendations to the Faculty Senate and the Student Senate that it may deem appropriate.

(i) Amendment Procedures:

Amendments to the provisions of the Academic Honor System may be initiated by the above named Committee, by the Faculty Senate, the Student Senate, or by the Vice President for Academic Affairs. Amendments to the Academic Honor system must be approved by the Faculty Senate and the Student Senate. After approval, amendments shall be forwarded to the University President for implementation.