



FLORIDA STATE UNIVERSITY  
FACULTY SENATE

MINUTES  
FACULTY SENATE MEETING  
WEDNESDAY, FEBRUARY 20, 2019  
DODD HALL AUDITORIUM  
3:35 P.M.

**I. Regular Session**

The regular session of the 2018-19 Faculty Senate was held on Wednesday, February 20, 2019. Faculty Senate President Todd Adams presided.

The following members attended the Senate meeting:

T. Adams, S. Aggarwal, E. Alvarez, J. Ang, A. Askew, A. Barbu, A. Barrett, D. Bish, B. Birmingham, M. Buchler, G. Chen, E. Chicken, Jessica Clark, Jeffrey Clark, R. Coleman, M. Cui, P. Doan, J. Fiorito, M. Gerend, R. Goodman, T. Graban, K. Harper, E. Hilinski, C. Hofacker, B. Horack, A. Huber, E. Jakubowski, K. Jones, A. Kercheval, E. Kim, E. Lemmon, S. Lewis, J. Lile, J. Lo, L. Lyons, C. Marzen, C. McClive, C. Moore, D. Moore, J. Ohlin, E. Peters, K. Petersen, J. Rayburn, L. Reglero, L. Rinaman, N. Rogers, D. Rokyta, L. Schelbe, S. Shelton, D. Slice, L. Spainhour, J. Standley, N. Stein, L. Stepina, U. Sypher, G. Tyson, A. Vanli, Y. Wang, H. Xue, X. Yang.

The following members were absent. Alternates are listed in parenthesis:

T. Albrecht-Schmitt, P. Andrei, B. Arjmandi, C. Baade, A. Bathke (**Tianming Zhang**), I. Chiorescu, A. Clarke, E. Coleman, D. Compton, M. Dahl, A. Darabi, J. Drake, S. Ehrlich, J. Elsner (**Stephanie Pau**), J. Gabriel, M. Gawlik, M. Gertz, L. Hinnant (**Chris Hinnant**), P. Jean-Pierre (**Michael Blaber**), C. Kelley, D. Kerr, E. Klay, B. Landing, T. Lee, H. Li, C. Madsen (**John Geringer**), U. Meyer-Baese, R. Morris, G. Okten (**Paolo Aluffi**), K. Pruett, L. Reina, G. Rust, E. Ryan, K. Salata, V. Salters, P. Sanyal, T. Soldat-Jaffe, O. Steinbeck, G. Tenenbaum, T. Van Lith, T. Zuehlke.

**II. Approval of the Minutes, January 16, 2019 meeting**

The minutes of the January 16, 2019 meeting were approved as distributed.

**III. Approval of the agenda, February 20, 2019 meeting**

The agenda was amended to have announcements by President Thrasher before the Report of the Steering Committee. The agenda was approved as amended.

**IV. Announcements by President Thrasher**

- Thanked Dr. Adams for being on the Board of Trustees as the Faculty Senate President.
- FSU received over 60,000 applications for admission.
- Thanked John Barnhill and the admissions team for reviewing the admissions applications.
- The legislature starts a week from Tuesday, February 26.

- FSU has produced many reports on funding used to construct buildings to the Board of Trustees and Board of Governors since the UCF misappropriation of funds.
- The new State of Florida Governor, Ron DeSantis, spoke at FSU's Economic Club and commented on FSU and UF for rankings in the *U.S. News and World Report* and the need to support these schools.

#### V. Report of the Steering Committee, Dr. Kristine Harper

- The Faculty Senate Steering Committee has met five times since the last Faculty Senate meeting, including meetings with President Thrasher, Provost McRorie, and Vice President for Faculty Development and Advancement, Dr. Janet Kistner.
- During the meeting with President Thrasher and Dr. Kistner, President Thrasher brought the committee up-to-date on the upcoming legislative session. Dr. Kistner briefed the committee on results from the COACHE survey—that was the faculty survey that was taken last spring and for which FSU has received the final detailed results—and the committee discussed numerous items of mutual interest including faculty retention, counter-offers, and progress toward tenure.
- During the meeting with Provost McRorie and Dr. Kistner the committee brought up concerns voiced about reported slow turn-around times for Institutional Review Board (IRB) approvals and got an update on how the budget and the legislative session are looking. Concerning IRB approvals, the Steering Committee has invited the Vice President for Research, Dr. Gary Ostrander, to meet with them on 5 March. If you have had any problems with getting your research proposals through the IRB and would like to share that experience with Steering Committee members, feel free to contact any of them.
- The committee also met with Dr. Stacy Sirmans, chair of the Distance Learning Committee, concerning the renewal of distance learning courses—which has been put on hold for a year—and the committee's work to create a new renewal schedule by the end of this academic year. The Senate will likely see that proposal at the March meeting.
- In addition to continuing discussions about the constitutional amendments, the Steering Committee also discussed upcoming changes to liberal studies with the inclusion of a formative experience requirement (which will be presented shortly by Liberal Studies Chair, Dr. Jim Fadool); a variety of IT concerns in advance of the arrival of Jane Livingstone, the new Chief Information Officer, in March; and the new Degree Applicable Credit Hour statement, which will also be presented during this meeting.
- Progress continues in FSU's withdrawal from the Elsevier "Big Deal" package. University Libraries Dean Gale Etschmaier has provided this statement:  
 "The final minor edits on our reduced subscription contract have been sent to Elsevier. We continue to have access to all Elsevier titles that we subscribed to in 2018 but this grace period will end soon and we will closely monitor the faculty and graduate requests for articles outside of the subscribed titles and make any necessary adjustments to subscriptions."
- Related to the on-going concerns over the costs of these large journal packages, FSU was the lead case in an article published by the Chronicle of Higher Education on February 18, 2019, entitled "A Turning Point for Scholarly Publishing." Our own senator Kay Jones from the biology department was quoted extensively in the story explaining faculty involvement in the decision to withdraw from the Elsevier "Big Deal." The article prominently noted the Faculty Senate's unanimous support of ending the "Big Deal," and

the library's efforts to support open access. FSU continues to be a leader in this effort. Thank you, senators, for your ongoing support.

## VI. Reports of Standing Committees

### a. Liberal Studies Coordinating & Policy Committee, Dr. James Fadool

(See Addendum 1)

- The liberal studies curriculum currently requires Scholarship in Practice and offers Formative Experiences. Students today are required to have two Scholarship in Practice courses to graduate. One Formative Experience course may be used to substitute one Scholarship in Practice course.
- The proposed modification to this policy is to require students to have one Scholarship in Practice and one Formative Experience to graduate.
- The committee recognized the hardship that will be placed on students to complete a Formative Experience, so the option to complete two Scholarship in Practice courses will remain an option to allow students to fulfill this requirement for graduation.
- **Linda Rinaman, Arts & Sciences** – Requested clarification of the policy change. Dr. Fadool responded that the change is to encourage students to seek a Formative Experience rather than opt for a second Scholarship in Practice course.
- **Ulla Sypher, Communication & Information** – Commented about the option for students to participate in an honors thesis and asked about the potential burden placed on faculty. Additionally, sought to clarify if the option to take a second Scholarship in Practice would count as a formal substitution because students are limited in the number of formal substitutions. Dr. Fadool responded that the potential burden placed on faculty was considered by the committee which is why the option to still take two Scholarship in Practice courses is an option. The Career Center has requested staff to manage additional internships. The committee found roughly 50% of students are already participating in Formative Experiences. Further, 70-80% of students in their exit surveys have indicated that they have participated in opportunities that would qualify as Formative Experience. Dr. Fadool responded to the second question by stating that because the substitution is built into the policy, advising would not have to change anything, so it would not count as a formal substitution.
- **Robin Goodman, Arts & Sciences** – Expressed similar concerns about limited options for research internships and the burden for faculty and the economy. Also asked if there had been a study on the effect of FSU students working for free in the community on the Tallahassee economy. Dr. Fadool responded that no study has been conducted to the best of the committee's knowledge. The committee tried to find many programs that would qualify for the Formative Experience requirement.
- **Linda Rinaman, Arts & Sciences** – This senator looked at the list of approved options and noticed that DIS and lab research do not count towards the requirements. Dr. Fadool responded that departments will be encouraged to clarify differences between directed independent study, research, and other three-letter courses. Some options have not been added to the approved list that will likely be approved.

- **Dennis Slice, Arts & Sciences** – Asked if participation in the Undergraduate Research Opportunity Program (UROP) would automatically qualify. Dr. Fadool responded that UROP would automatically qualify for a Formative Experience.
- **Ulla Sypher, Communication & Information** – Questioned the purpose of this policy if there is a built in substitution allowed. This Senator expressed concern over students doing Formative Experiences and being supervised and assessed by non-faculty. Dr. Fadool responded that the staff at the Career Center currently supervise over 600 students. There are multiple programs through the Career Center and there are processes in place to assess and reflect on the student's experience.
- **Lisa Lyons, Arts & Sciences** – Commented that many students are already participating in Formative Experience instead of Scholarship in Practice. Dr. Fadool commented that the hope is to increase student participation in Formative Experience outside of the classroom.
- **The motion was presented to pass the proposed changes to the Scholarship in Practice and Formative Experience requirements.**
- **The motion passed by majority.**
- A second proposal was presented to modify the upper division writing requirement. The committee would like to add the option to approve courses that were taken through a co-op to be eligible for upper division writing credit. This came to the committee's attention because of an ROTC course taken at FAMU. The syllabus was sent to the committee and the committee thinks the course satisfies the requirement. At present, students have to go to their college deans to request academic waivers. If the motion passes, the course will have to go through the process to be approved and will be regularly reviewed.
- **The motion was presented to amend the upper division writing requirement.**
- **The motion passed unanimously.**
- b. **Undergraduate Policy Committee, Dr. Eric Chicken (See Addendum 2a, 2b, 2c)**
  - A policy draft for degree applicable credits was discussed. The policy was distributed to Senators via email. This policy ensures that financial aid will cover credits deemed necessary by the university. Some Florida universities have already been monetarily penalized because they could not justify credits that financial aid was covering. Section c of this policy is to cover this issue. Both the Undergraduate Policy Committee and the Graduate Policy Committee have already approved this policy. It is now being proposed to the Senate.
  - Dr. Jennifer Buchanan brought forth edits to section c.
  - **The motion to approve the policy on degree applicable hours was unanimously approved as amended.**

## VII. Old Business

- **Constitution Revision Subcommittee, Dr. Joe Calhoun, Chair (See Addendum 3a, 3b, 3c, 3d)**
  - A continuation of January's Faculty Senate meeting on the phase three changes to the Constitution were discussed.

- **The Faculty Senate moved to informal discussion.**
- After informal discussion of proposed constitution revision changes, **the Faculty Senate moved into formal session.**
- **Petra Doan, Social Sciences & Public Policy** – Proposed amending the Constitution to include Dr. Chicken’s amendment. This motion was seconded.
- **Jack Fiorito, Business** – Likes the direction of the phase three amendments, but thinks more work needs to be done. Commented on specialized faculty, the Learning Systems Institute, and the Florida Reading Research Center, where there is a large concentration of specialized faculty.
- **Unknown** – Sought clarification for Jack Fiorito’s comment. Senator Fiorito responded that the suggestion is to add another senator for those who would still not be represented with the proposed amendment.
- **Anonymous** – Wanted to know if the assistant, associate, and full professors were intended to be tenure-track? Dr. Chicken responded that the proposal would be amended to clarify that section of the amendment.
- **Unknown** – Moved to postpone until the March Faculty Senate meeting.
- **The motion to postpone the vote of the Constitution to the March Faculty Senate meeting passed.**

#### **VIII. New Business**

There were no new items of business.

#### **IX. University Welfare**

##### **a. United Faculty of Florida, Florida State University Chapter, Matthew Lata**

- The bargaining process began today. The hope is to have the process complete in May.
- Legislative bills are beginning to come forward.
- House bill 839 has been proposed and pertains to universities and the Board of Governors. Bills such as this are given roughly 48 hours’ notice before they are heard in front of a committee.

#### **X. Announcements by Deans and other Administrative Officers**

No announcements were given by Deans or other Administrative Officers.

#### **XI. Announcements by Provost McRorie**

No announcements were given by Provost McRorie.

The meeting adjourned at 5:20 p.m.



Andrea White  
Faculty Senate Coordinator

## Scholarly and Formative Experiences (Bulletin)

Students must complete one Scholarship in Practice and one Formative Experience prior to the awarding of a bachelor's degree with the following exceptions: (1) students who have completed an AA degree from an articulated institution (including those who have completed a high school AA degree from an articulated institution) and (2) transfer students who enter the University with sixty or more credit hours will only be required to complete either one Scholarship in Practice or one Formative Experience.

### Scholarship in Practice

*Scholarship in Practice* courses are classroom-based experiences that allow students to apply relevant areas of scholarship to an original project.

A list of approved Scholarship in Practice courses can be found at:

<http://liberalstudiescourses.fsu.edu/care/LS-courses/course-display.php>.

Scholarship in Practice Requirements: A Scholarship in Practice course must be completed with a grade of "C-" or higher prior to the receipt of the baccalaureate degree. A Scholarship in Practice course at any level will count toward the graduation requirement. A maximum of three semester hours of 1000/2000/3000-level Scholarship in Practice courses without any other General Education designation (e.g. History, Natural Sciences) may count towards the thirty-six total hours of General Education credit.

### Formative Experience

*Formative Experiences* are a type of hands-on high impact practice through which students engage in independent, immersive learning in settings outside the classroom that are relevant to their educational, professional, and life goals.

A list of approved Formative Experience options can be found at:

<http://liberalstudiescourses.fsu.edu/care/LS-courses/course-display.php>.

Formative Experience Requirements: Student participation in Formative Experiences must be evaluated by an instructor of record (faculty or qualified staff). Formative Experiences must be completed with a grade of "C-" or higher (or an "S" if taken on an "S/U" basis) in an approved course or through successful completion of the Experience Recognition Program through the FSU Career Center prior to the receipt of the baccalaureate degree. Students may satisfy the Formative Experience requirement by completing a second Scholarship in Practice course. In order for a Scholarship in Practice course to fulfill the Formative Experience requirement, the student must earn a "C-" or higher.

**Upper Division Writing Courses**  
**(Proposed addition to policy)**

Florida State University may certify Upper Division Writing credit for courses transferred from institutions with which Florida State University has a cooperative agreement provided the course meets all of the criteria (including assessment expectations) established for Upper Division Writing and is approved by the Liberal Studies Review Committee prior to students receiving course credit.



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**Responsible Executive:** Provost and Executive Vice President for Academic Affairs  
**Approving Official:** Provost and Executive Vice President for Academic Affairs  
**Effective Date:** Example Text – 3-27-2014  
**Revision History:** New Policy

**I. INTRODUCTION**

Federal Financial Aid regulations related to student eligibility focuses on the determination of student and parent eligibility for financial aid that a student might qualify for under different circumstances. Most of these determining factors are dependent upon the classification of credits taken and earned as “degree applicable”. Federal Regulations allow for the institution to define what constitutes “degree applicable hours” within certain parameters.

Florida State University’s mission is one that 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 also invested in student success and degree attainment. For this reason, the institution has determined that degree applicable hours is a broad category, rather than narrowly defined. In this context, the University creates a broad framework of advising requirements, monitoring check points, and academic policies to ensure that students stay on course to timely graduation while simultaneously engaging in the liberal arts learning philosophy of the University.

**II. POLICY (Including any Forms and Attachments)**

**A. Definitions**

- a) Academic Map
- b) Satisfactory Academic Progress, AKA, SAP, or Sat. Prog.

**B. Audience**

- a)

**C. Degree applicable courses**

The University will maintain a formal degree and major approval process that originates and is controlled by the faculty. All of the courses taught by Florida State University must go through a





formal review process by the academic unit's curriculum committee and the University Curriculum Committee (UCC) prior to being offered. Courses approved by the faculty must be clearly identified as being associated with one or more degree programs or a formal, structured degree-progression initiative. Degree-seeking students, regardless of academic career, will be provided a multitude of advising resources, ranging from in-person advising, online program of study guides, academic maps, and committee review. Qualitative and quantitative metrics, backed by specific policies, will be maintained to ensure student enrollment in courses relevant to their academic degree programs and majors.

## **D. Academic Support to Ensure Degree Progression.**

### **1) Qualitative reviews and resources**

The following resources and support functions represent the major qualitative review conducted by the University to ensure students are enrolled in appropriate degree-applicable coursework as required by the Federal regulations.

#### *Undergraduate degree-seeking students.*

All undergraduate degree-seeking students must select an academic major at point of admission. Each major will maintain a detailed academic advising report that is available to the student online 24/7. The academic advising report will include: all University degree requirements, college requirements, general education requirements and major/minor requirements set forth by the academic unit. The academic advising report will be maintained and reflect the result of University course credit, transfer credit, and test credit, indicating which degree, major, or overall degree requirements have been satisfied and which remain outstanding. In addition, undergraduate students will be provided additional resources such as, but not limited to, *General Bulletin*, academic department websites, and college/department advising materials, individually tailored for to each major.

Each major offered by the University will have an academic map that sets forth recommended course schedules for Fall/Spring enrollments. These recommended schedules will outline proper course sequencing for the most efficient path to graduation, taking into account general education requirement, limited access application requirements, mandated program pre-/co-requisites, minimum GPA, or course grade requirements. Each academic map will clearly identify select "milestone" courses that a student must satisfy in order to progress. Student academic progress toward degree-completion must be monitored each semester and holds placed upon students who fail to achieve the milestones set forth in the academic maps. Academic advisor will meet in-person or electronically with student who have deviated from the academic map. These advising meetings will include an individual review of the student's academic plan(s), degree and career goals before the hold may be removed to allow continued enrollment. This ensures that student enrollment each semester remain focused on taking course that are degree applicable and ensuring smooth progress to degree.

#### *Graduate degree-seeking students*

All graduate degree-seeking students admitted to a specific graduate will follow the guidelines set forth in University policy and published in the *Graduate Bulletin*. In cases where an advisory committee is required, an individualized program of study will be established by the graduate committee and the student. The program of study will be tailored to meet the needs of the student's specific academic degree, career goals, and research interests. At the doctoral level, the program of study will be accompanied by an annual review by the major professor. These reviews and constant contact with the major professor ensures that graduate student enrollment remains in



degree-applicable coursework. Appropriate adjustments related to changes in research focus and career goals will be made at that time.

In the case of clinical and allied health programs such as medical doctor, nursing, physician assistant, communication disorder, social work, public health, etc., faculty guidance will be provided through the structured curriculum offerings, allowing sufficient adjustment to provide flexibility in coursework to support career goal in specific clinical settings. The structured curriculum, progress to degree reviews, and faculty monitoring will ensure that students remain enrolled in degree-applicable coursework.

#### **Awarding degree upon completion.**

Academic policy provides a mechanism for the University to award degrees to students who, regardless of academic career, have completed all degree requirements. Students may be placed on the mandatory graduation list if they have been identified as completing all degree requirements and either choose not to appeal or their appeal is denied.

## **2) Quantitative reviews**

### **Minimum Grade Point Average (GPA) to continue academic progress**

Each semester, the Office of the University Registrar will monitor student enrollment for all career levels and University grade point average (GPA) to ensure that the student remains in good academic standing. Failure to meet the required University retention GPA each term may result in academic dismissal from the University. In the event that a student is academically dismissed and is not reinstated by the academic dean, all future enrollment will be discontinued and future class schedules cancelled.

### **Required Graduation list**

Undergraduate students who have attempted 160 hours and have no degree will be placed on the mandatory graduation list and referred to academic advisors for individual review. This review include the creation of an Individualize Education Plan (IEP) that lists remaining specific coursework needed to complete the degree in question. All such courses, by default, are considered degree-applicable by the University. The academic advisors working with students on the required graduation list will monitor academic progress on a continuous basis until the student graduates or leaves the University.

### **Satisfactory Academic Progress (SAP or Sat Prog)**

The Office of Financial Aid will audit the academic performance and progress of every student in accordance with the requirement of the Federal eligibility regulations. The University SAP formula will ~~established~~ the maximum number of hours allowable to achieve the degree program sought and minimum progress requirements for continued financial aid eligibility. Students who are determined to be in jeopardy of losing federal financial aid will have any future aid distribution placed on hold until such as the student meets with an academic advisor. During this meeting an individualize plan for future enrollment will be developed. This plan will be presented with an appeal to the Office of Financial Aid and if approved, reviewed each semester as part of the aid eligibility determination before additional funds will be released to the student. Changes or adjustments to the individualized academic plan must be approved by the academic advisor.



### **3) Structured degree progression initiatives**

The University may establish specific structured programs at the undergraduate or graduate level that focus on select populations of students who meet certain criteria. These students are often, but not always, deemed “at-risk” in some capacity and have the potential to fall behind or not graduate in a timely fashion. As a result, these students may be invited participate in, or be assigned to, a structured initiative targeted at supporting the student’s enrollment effort, degree attainment and career or research goals. Inclusion in a degree progression initiative may require students to enroll in specific classes. These classes are considered degree-applicable by the University. Students not actively assigned to a structured degree progression initiative may self-identify as needing additional support and may enroll in the same classes, where allowed. In these cases, the courses are considered elective hours and are considered degree-applicable by the University.

## **III. LEGAL SUPPORT, JUSTIFICATION, AND REVIEW OF THIS POLICY**

[Click here to enter Support Information for Policy](#)

/s/ Name of Approving Official

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## FLORIDA STATE UNIVERSITY

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Kim  
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✓ and is consistent with applicable Florida BOG Regulations.

yes -  
Unanimously  
Approved  
4/8/15  
JTB





## FLORIDA STATE UNIVERSITY

formal review process by the academic unit's curriculum committee and the University Curriculum Committee (UCC) prior to being offered. Courses approved by the faculty must be clearly identified as being associated with one or more degree programs or a formal, structured degree-progression initiative. Degree-seeking students, regardless of academic career, will be provided a multitude of advising resources, ranging from in-person advising, online program of study guides, academic maps, and ~~committee~~ review. Qualitative and quantitative metrics, backed by specific policies, will be maintained to ensure student enrollment in courses relevant to their academic degree programs and majors.

### D. Academic Support to Ensure Degree Progression.

#### 1) Qualitative reviews and resources

The following resources and support functions represent the major qualitative review<sup>S</sup> conducted by the University to ensure students are enrolled in appropriate degree-applicable coursework as required by the Federal regulations.

##### *Undergraduate degree-seeking students.*

All undergraduate degree-seeking students must select an academic major at point of admission. Each major will maintain a detailed academic advising report that is available to the student online 24/7. The academic advising report will include: all University degree requirements, college requirements, general education requirements and major/minor requirements set forth by the academic unit. The academic advising report will be maintained and reflect the result of ~~the~~ <sup>will</sup> University course credit, transfer credit, and test credit, indicating which degree, major, or overall degree requirements have been satisfied and which remain outstanding. In addition, undergraduate students will be provided additional resources such as, but not limited to, *General Bulletin*, academic department websites, and college/department advising materials, individually tailored for to each major.

Each major offered by the University will have an academic map that sets forth recommended course schedules for Fall/Spring enrollments. These recommended schedules will outline proper course sequencing for the most efficient path to graduation, taking into account general education requirements, limited access application requirements, mandated program pre-/co-requisites, minimum GPA, or course grade requirements. Each academic map will clearly identify select "milestone" courses that a student must satisfy in order to progress. Student academic progress toward degree-completion must be monitored each semester and holds placed upon students who fail to achieve the milestones set forth in the academic maps. Academic advisor<sup>S</sup> will meet in-person or electronically with student<sup>S</sup> who have deviated from the academic map. These advising meetings will include an individual review of the student's academic plan(s), degree and career goals before the hold may be removed to allow continued enrollment. This ensures that student enrollment each semester remain<sup>S</sup> focused on taking course<sup>S</sup> that are degree applicable and ensuring smooth progress to degree.

##### *Graduate degree-seeking students*

All graduate degree-seeking students admitted to a specific graduate will follow the guidelines set forth in University policy and published in the *Graduate Bulletin*. In cases where an advisory committee is required, an individualized program of study will be established by the graduate committee and the student. The program of study will be tailored to meet the needs of the student's specific academic degree, career goals, and research interests. At the doctoral level, the program of study will be accompanied by an annual review by the major professor. These reviews and constant contact with the major professor ensures that graduate student enrollment remains in



degree-applicable coursework. Appropriate adjustments related to changes in research focus and career goals will be made at that time.

In the case of clinical and allied health programs such as medical doctor, nursing, physician assistant, communication disorder, social work, public health, etc., faculty guidance will be provided through the structured curriculum offerings, allowing sufficient adjustment to provide flexibility in coursework to support career goals in specific clinical settings. The structured curriculum, progress-to-degree reviews, and faculty monitoring will ensure that students remain enrolled in degree-applicable coursework.

#### **Awarding degree upon completion.**

Academic policy provides a mechanism for the University to award degrees to students who, regardless of academic career, have completed all degree requirements. Students may be placed on the mandatory graduation list if they have been identified as completing all degree requirements and either choose not to appeal or their appeal is denied.

*Students may*

*and/or appeal*

#### **2) Quantitative reviews**

##### **Minimum Grade Point Average (GPA) to continue academic progress**

Each semester, the Office of the University Registrar will monitor student enrollment for all career levels and University grade point average (GPA) to ensure that the student remains in good academic standing. Failure to meet the required University retention GPA each term may result in academic dismissal from the University. In the event that a student is academically dismissed and is not reinstated by the academic dean, all future enrollment will be discontinued and future class schedules cancelled.

##### **Required Graduation list**

Undergraduate students who have attempted 160 hours and have no degree will be placed on the mandatory graduation list and referred to academic advisors for individual review. This review include the creation of an Individualize Education Plan (IEP) that lists remaining specific coursework needed to complete the degree in question. All such courses, by default, are considered degree-applicable by the University. The academic advisors working with students on the required graduation list will monitor academic progress on a continuous basis until the student graduates or leaves the University.

##### **Satisfactory Academic Progress (SAP or Sat Prog)**

*already omitted* The Office of Financial Aid will audit the academic performance and progress of every student in accordance with the requirement of the Federal eligibility regulations. The University SAP formula will ~~establishes~~ the maximum number of hours allowable to achieve the degree program sought and minimum progress requirements for continued financial aid eligibility. Students who are determined to be in jeopardy of losing federal financial aid will have any future aid distribution placed on hold until such as the student meets with an academic advisor. During this meeting an individualize plan for future enrollment will be developed. This plan will be presented with an appeal to the Office of Financial Aid and if approved, reviewed each semester as part of the aid eligibility determination before additional funds will be released to the student. Changes or adjustments to the individualized academic plan must be approved by the academic advisor.



## FLORIDA STATE UNIVERSITY

### 3) Structured degree progression initiatives

The University may establish specific structured programs at the undergraduate or graduate level that focus on select populations of students who meet certain criteria. These students are often, but not always, deemed “at-risk” in some capacity and have the potential to fall behind or not graduate in a timely fashion. As a result, these students may be invited participate in, or be assigned to, a structured initiative targeted at supporting the student’s enrollment effort, degree attainment and career or research goals. Inclusion in a degree progression initiative may require students to enroll in specific classes. These classes are considered degree-applicable by the University. Students not actively assigned to a structured degree progression initiative may self-identify as needing additional support and may enroll in the same classes, where allowed. In these cases, the courses are considered elective hours and are considered degree-applicable by the University.

## III. LEGAL SUPPORT, JUSTIFICATION, AND REVIEW OF THIS POLICY

[Click here to enter Support Information for Policy](#)

/s/ Name of Approving Official

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[Proof of approval retained in file]

## IV.A.1.

## Elected faculty members

The Faculty Senate shall consist of 125 senators. Each college or school with at least one tenured or tenure-track faculty shall be entitled to representation in the Faculty Senate according to the following formula:

$$\frac{\text{\# of tenured or tenure-track senators}}{\text{-----}} = \frac{\text{\# of eligible tenure or tenure-track faculty in college or school}}{\text{-----}}$$

$$100 \qquad \qquad \qquad \text{total \# of tenure or tenure-track faculty in the university}$$

Each college or school with at least one tenured or tenure-track faculty shall have at least one tenured or tenure-track senator. The total number of tenured or tenure-track faculty senators shall be 100.

Each college or school with at least one Specialized Teaching or Research faculty shall be entitled to representation in the Faculty Senate according to the following formula:

$$\frac{\text{\# of teaching/research faculty senators}}{\text{-----}} = \frac{\text{\# of eligible teaching/research faculty in college or school}}{\text{-----}}$$

$$25 \qquad \qquad \qquad \text{total \# of teaching/research faculty in the university}$$

Each college or school with at least one Specialized Teaching or Research faculty shall have at least one Specialized Teaching or Research faculty senator. University Libraries and the National High Magnetic Field Laboratory shall each have one representative. The total number of Specialized Teaching or Research faculty senators shall be 25.

Only full-time Specialized Teaching or Research faculty, Assistant Professors, Associate Professors, and Professors appointed by the University shall be eligible for nomination and election to the Faculty Senate. Nomination and election procedures shall be the exclusive purview of the academic units. If an eligible faculty member has duties in more than one college or school, he or she shall be counted in that college or school in which the major portion of his or her salary is budgeted or time is assigned. Members of the Developmental Research School faculty shall not be counted as College of Education faculty in determining the number of that College's representatives or be eligible to vote in the College of Education elections of Faculty Senators.

a. Prior to February 1 of each year, the Vice President for ... **(no more changes)**

The Constitution Review Committee of 2017-19 submits changes to the constitution based on the following set of guiding principles:

***1. Faculty subject to the policies and decisions of the Senate shall be allowed membership and representation in the Senate.***

As stated in the Constitution, “The Faculty Senate shall be the basic legislative body of the University and shall establish its own Bylaws and procedures. It shall formulate measures for the maintenance of a comprehensive educational policy and for the maximum utilization of the intellectual resources of the University. It shall determine and define University-wide policies on academic matters, including Liberal Studies policy, admission, grading standards, and the requirements within which the several degrees may be granted.”

Specialized faculty are an integral part of implementing education policy and therefore should be included in the creation of that policy.

***2. Expanding membership will more closely align the Senate with the University’s goal of diversity and inclusion.***

As stated by President Thrasher and posted on the FSU web site, “Florida State University is a nationally recognized leader in diversity and inclusion. We got there by committing to make our campuses welcoming to everyone. Diversity of backgrounds, experiences and viewpoints strengthens the intellectual life of our institution. The more our community reflects the world around us, the more academically innovative we are and the better leaders we will produce.”

The composition of the University faculty has changed and the Senate should reflect those changes.

***3. Recognizing the threat to the institution of tenure in the state of Florida and beyond, expanding membership in the Senate will strengthen the position of the Senate to promote the importance of tenure.***

As stated in the collective bargaining agreement, “The Board agrees that it is in the best interests of the University, the faculty, and the students to maximize the ratio of tenured and tenure-accruing E&G appointments to the number of specialized (non-tenure-accruing) E&G appointments, among those appointments including significant teaching responsibilities.”

The Committee submits the following proposal for the new composition of the FSU Faculty Senate:

### **Specialized Faculty Membership in the Faculty Senate**

- 1 – There shall be a maximum of seventeen (17) senators representing Specialized Faculty [phased in over two years; i.e., 9 year one and 8 in year two].
- 2 – Representation in the Faculty Senate by the FSUS (Lab School) shall be discontinued following completion of the current Senator's term. The FSU Libraries will retain their elected representative; this representative shall not be counted as one of the 17 Specialized Faculty representatives.
- 3 – The FSU Panama City Campus shall be entitled to elect one (1) Faculty Senator; this representative shall be deemed a Specialized Faculty member {subject to the rights, privileges, and restrictions described below}.
- 4 – Except for the FSU Panama City Campus and University Libraries, Specialized Faculty who are not housed within one of the colleges and schools shall not be eligible for membership in the Faculty Senate. Research faculty will be counted as part of their home department.
- 5 – The College of Motion Picture Arts shall have one Senator, who may be either a tenured, tenure-earning, or Specialized faculty member. If the MPA senator is a member of the Specialized Faculty, that senator shall not count as one of the 17 Specialized Faculty Senators.
- 6 – Specialized Faculty members of the Senate shall have full voting privileges and shall be eligible to serve on all standing and *ad hoc* Senate committees.
- 7 – Academic units that currently have representation in the Faculty Senate will gain senators representing Specialized Faculty in a number that is proportional to the unit's General Faculty representation in the Faculty Senate (rounded up or down to whole numbers); not all academic units that currently have representation in the Faculty Senate will gain additional senators.
- 8 – When an academic unit qualifies for Senators representing their Specialized Faculty, those new Senators will be additive to the current number of Senators in that unit.
- 9 – Specialized Faculty members elected to the Senate are not eligible to serve as the President of the Faculty Senate.
- 10 – Specialized Faculty members elected to the Senate are eligible to serve on the Faculty Senate Steering Committee {see below}.

### **Membership in the Faculty Senate Steering Committee**

1 – The eligible Specialized Faculty (in the aggregate) shall be deemed an “academic unit” for the purpose of distributing Steering Committee membership in any given academic year among at least 5 academic units.

2 – No more than two (2) members of the Senate who represent the Specialized Faculty can serve on the Steering Committee at any given time.

3 – Members of the Senate who represent the Specialized Faculty are not eligible to serve as the Chair or the Vice Chair of the Faculty Senate Steering Committee.

The Committee also submits the following “epilogue” proposal to be included as item 4 in Article IV Faculty Senate, Section C. Standing and Special Committees:

After dissolution of a constitutional review committee, not more than ten years shall pass until the Faculty Senate Steering Committee shall convene a committee to review the constitution.

***If this proposal passes, the maximum constituency of the Faculty Senate shall include the following:***

- (a) 100 members representing the General Faculty on a proportional basis
- (b) 1 member representing the FSU Libraries
- (c) 1 member representing the Panama City campus
- (d) 16 members representing the Specialized Faculty on a basis proportional to that of the General Faculty membership, subject to the provisions.

## **THE CONSTITUTION OF FLORIDA STATE UNIVERSITY**

**(Revised and amended to xxxx, 2018)**

The legal authority of Florida State University is vested in the Florida State University Board of Trustees, the State University System Board of Governors, and the State Board of Education. Except as preempted by higher authority, such as collective bargaining agreements or statutes, the following provisions govern the University.

### **Article I Administrative Officers**

#### **Section A. President of the University**

The President, who is confirmed by the Board of Governors, is the chief executive officer of the University and shall exercise general supervision over all its activities.

#### **Section B. Other Administrative Officers**

There shall be such other administrative officers as the President may designate. They shall have such duties as the President may assign to them. In the case of absence, incapacitating illness, or death of the President, the Provost and Executive Vice President for Academic Affairs shall assume all the authority and responsibility of the President until formal provisions are made by the Board of Trustees and, if required, the Board of Governors. In the absence of both the President and the Provost and Executive Vice President for Academic Affairs, the Vice President for Faculty Development and Advancement shall have all the authority and responsibility until formal provisions are made by the Board of Trustees and, if required, the Board of Governors.

### **Article II Councils and Committees**

The President shall establish such councils and committees as deemed necessary and shall specify their duties and responsibilities.

### **Article III The General and Specialized Faculty**

#### **Section A. Membership**

The General Faculty shall consist of those persons who are appointed by the University with the academic rank of Assistant Professor, Associate Professor, Professor, or Eminent Scholar in one of the colleges, schools, or other academic units of the University, and of those members of the Professional Staff to whom the President assigns an academic rank.

The Specialized Faculty shall consist of those persons who are appointed by the University within the track of Teaching, Instructional Support, Research, Research Support, Library or Information Specialties, or Curator Specialties in one of the colleges, schools, or other academic units of the University.



**Section B. Jurisdiction**

The General and Specialized Faculty shall

1. receive reports and announcements from officers of the University and from the Faculty Senate, and
2. formulate its opinion regarding any subject of interest to the University and make recommendations thereon to the appropriate body or officer for final consideration.

**Section C. Meetings**

The General and Specialized Faculty shall meet

1. in regular session in the fall of each academic year to receive the annual report of the President, and
2. in special session called either by the President, or on resolution of the Faculty Senate, or on written request from at least ten percent of the members of the General Faculty.

**Article IV Faculty Senate**

**Section A. Membership**

1. Elected faculty members

Only full-time, General and Specialized Faculty appointed by the University shall be eligible for nomination and election to the Faculty Senate. Nomination and election procedures shall be the exclusive purview of the academic units. Eligible faculty members who have duties in more than one college or school shall be counted in that college or school in which the major portion of their salary is budgeted or time is assigned.

For the General Faculty: Each college or school shall be entitled to representation in the Faculty Senate according to the following formula:

$$\frac{\text{number of representatives}}{100} = \frac{\text{number of eligible faculty members in college or school}}{\text{total number of eligible faculty members in the university}}$$

Each college or school shall be entitled to at least one General Faculty representative.

The FSU Libraries shall be entitled to one elected representative.

For the Specialized Faculty:

There shall be a maximum of 17 representatives of the Specialized Faculty according to the following tenets.

Academic units that currently have representation in the Faculty Senate will gain senators representing Specialized Faculty in a number that is proportional to the unit's General Faculty representation in the Faculty Senate (rounded up or down to whole numbers); not all academic units that currently have representation in the Faculty Senate will gain additional senators.

The FSU Panama City campus shall be entitled to one elected representative. The College of Motion Picture Arts shall be entitled to at least one elected representative, who may be either a tenured, tenure-earning, or Specialized faculty member. If the MPA representative is a member of the Specialized Faculty, that representative shall not count as one of the 17 Specialized Faculty representatives.

Except for the FSU Panama City campus and University Libraries, Specialized Faculty who are not housed within one of the colleges and schools shall not be eligible for election to the Faculty Senate.

Specialized Faculty members elected to the Faculty Senate are not eligible to serve as President of the Faculty Senate.

- a. Prior to February 1 of each year, the Vice President for Faculty Development and Advancement shall submit to the Faculty Senate Coordinator a list of the eligible faculty members in each college or school. The Faculty Senate Coordinator shall on February 15 of each year determine the total number of representatives apportioned to each college or school and the number to be elected that year and shall notify the appropriate dean.
- b. Each unit shall elect its representatives for two-year terms, in accordance with a procedure that its eligible faculty members shall determine. Terms shall begin with the regular April meeting of the Senate of the election year.
- c. Each unit may elect, according to a procedure that its eligible faculty members shall determine, an alternate representative or representatives to serve whenever illness, professional travel, or other obligations make it impossible for the designated Senator or Senators to be present. A faculty member thus representing a unit shall have the full privileges of Senate membership.

2. The Faculty Senate shall elect its presiding officer from its General Faculty membership to serve for a one-year term. The presiding officer shall be designated President of the Senate and shall serve as the chair of the Steering Committee. In case the person elected President of the Senate is already a member of the Steering Committee, the Senate shall elect a Senator to fill the unexpired term on that committee.
3. The following shall be ex-officio members of the Senate: the President of the University, the Vice Presidents, the Dean of The Graduate School, the Dean of Undergraduate Studies, the dean of each college or school, the University Registrar, the Dean of University Libraries, and the President of the Student Body. Ex-officio members shall have the privilege of the floor but shall not be eligible to vote.

#### **Section B. Jurisdiction**

The Faculty Senate shall be the basic legislative body of the University and shall establish its own Bylaws and procedures.

1. It shall formulate measures for the maintenance of a comprehensive educational policy and for the maximum utilization of the intellectual resources of the University.
2. It shall determine and define University-wide policies on academic matters, including Liberal Studies policy, admission, grading standards, and the requirements within which the several degrees may be granted.
3. As the elected body of the General and Specialized Faculty, the Senate may also formulate its opinion regarding any subject of interest to the University, and adopt resolutions thereon. Resolutions treating those areas of authority legally reserved to the President of the University and the Board of Trustees will be advisory.
4. The President of the University shall have the power to veto any action of the Senate. The veto, with reasons therefore, shall be communicated in writing to the Faculty Senate Coordinator and Chair of the Steering Committee within sixty days. By a two-thirds vote, the Senate may appeal to the Board of Trustees any action so vetoed.
5. Upon the resignation, retirement, or death of the University President and upon a request by the Board of Trustees, the Faculty Senate shall designate individuals to be available for membership on any committee requested by the Board of Trustees for the purpose of consultation in the selection of a nominee for President.

#### **Section C. Standing and Special Committees**

1. There shall be a Steering Committee consisting of seven persons from the voting membership of the Faculty Senate who shall be elected for staggered two-year terms. No more than two (2) representatives of the Specialized Faculty shall serve on the Steering Committee at any given time. The eligible Specialized Faculty (in the aggregate) shall be deemed an "academic unit" for the purpose of distributing Steering Committee membership in any given academic year among at least 5 academic units. Representatives of the Specialized Faculty are not eligible to serve as the Chair or the Vice Chair of the Steering Committee. In consultation with the President of the University, the Steering Committee shall determine the agenda for each Faculty Senate meeting. It shall provide for reports to the Faculty Senate by administrative officers, by chairs of standing and special committees, and by individuals.
2. The Faculty Senate may establish standing and special committees necessary for its work.
3. Any report issued in the name of the Faculty Senate must be approved by a vote of the Faculty Senate. If disclosed under legal mandate, the disclosure must specify that the information has not been approved or rejected by the Faculty Senate and thus should not be considered a product, policy or position of the Faculty Senate.
4. After dissolution of a constitutional review committee, not more than ten years shall pass until the Faculty Senate Steering Committee shall convene a committee to review the constitution.

#### **Section D. Meetings**

1. The Faculty Senate shall meet in regular session each month during the academic year and may meet in special session during the summer.
2. Special meetings may be held at any time in accordance with rules specified in the Bylaws.
3. All regular meetings of the Faculty Senate shall be open to members of the General and Specialized Faculty and other interested parties.
4. The right to address the Faculty Senate shall be granted to any member of the General and Specialized Faculty in accordance with rules specified in the Bylaws.

#### **Section E. Procedure**

The Faculty Senate shall develop its own rules of procedure. Minutes shall be kept by the Faculty Senate Coordinator and shall be distributed to all members of the General and Specialized Faculty and to all administrative officers, and shall be posted on the Faculty Senate website.

## **Article V Colleges and Schools**

Subject to the University-wide academic policies established by the Faculty Senate and the authority of the President of the University, the faculty of each college or school shall determine its internal policies such as specific admission requirements, requirements for majors, requirements for graduation, and the nature, content, and scheduling of its courses.

The faculty of each college or school shall keep on file with the Faculty Senate Coordinator a current set of bylaws governing its internal operations, including procedures for the election of its representatives to the Faculty Senate and for the approval of its candidates for degrees.

## **Article VI Faculty Members of Colleges or Schools**

### **Section A. Appointment: General and Specialized Faculty**

1. Vice Presidents, the deans of the colleges and schools, and other such administrative personnel shall be appointed by the President of the University. An advisory committee appointed by the President shall consult with the President in the process of selection of nominees for such positions.
2. Associate and assistant deans of colleges and schools shall be recommended by the appropriate dean to the Provost and Executive Vice President for Academic Affairs. The President of the University or a designee shall make these appointments.
3. Members of the General and Specialized Faculty in the colleges and schools shall be nominated by the department chair, or equivalent, approved and recommended by the dean and the Provost and Executive Vice President for Academic Affairs, and appointed by the President of the University.
4. Each original appointment shall be confirmed by the President of the University, or a designee, in a contract letter.
5. Supplementary appointments to the Graduate Faculty may be awarded to members of the General and Specialized Faculty on nomination of the department chair, or equivalent, and approval of the appropriate dean and the Dean of The Graduate School, with the advice and consent of the Graduate Policy Committee.
6. Appointments to the faculty for limited periods of time, clearly stated in writing at the time of appointment, shall be designated as specified in the State University System Classification System. These appointments shall not count toward eligibility for tenure unless otherwise stipulated.

### **Section B. Tenure, Nonreappointment, Termination, and Suspension**

1. Tenure Process. The procedure to be followed when a faculty member becomes eligible to be considered for tenure shall be as follows:

- a. The nomination for tenure shall be initiated by an elected faculty committee of the appropriate department or academic unit; the majority of the members of this committee shall be tenured faculty. The department chair, or equivalent, shall inform the candidate in writing of the committee decision to recommend or not to recommend, together with the chair's recommendation.
- b. The department chair, or equivalent, shall transmit the committee recommendation together with the chair's recommendation to the appropriate committee of the college or school and to the dean. In addition, the department chair, or equivalent, shall convene a meeting of all tenured faculty in the department and conduct a secret ballot regarding the nomination for tenure; the department chair, or equivalent, shall transmit the opinion of the tenured members of the department or unit to the appropriate committee of the college or school and to the dean.
- c. A college or school committee of elected tenured faculty shall consider the candidate for recommendation to a University committee of elected tenured faculty and shall vote to recommend or not to recommend the candidate; the candidate shall be informed in writing of the committee's decision by the chair of the committee.
- d. A University committee on tenure, consisting of elected tenured faculty with at least one representative from each college or school, shall receive the recommendation from the college or school committee and shall consider it for recommendation to the Provost and Executive Vice President for Academic Affairs and to the President of the University. The Vice President for Faculty Development and Advancement shall serve, without voting privileges, as ex-officio chair of the University committee and shall transmit to the Provost and Executive Vice President for Academic Affairs and to the President the committee's decision to recommend or not to recommend the candidate for tenure; the Vice President for Faculty Development and Advancement shall also inform the candidate in writing of the committee's recommendation.
- e. The Provost and Executive Vice President for Academic Affairs and the President of the University shall decide to recommend or not to recommend the candidate to the Board of Trustees for tenure, and the President shall notify the faculty member immediately in writing of the final decision to recommend or not to recommend.
- f. In step "d" above, the dean of the appropriate college or school in each case shall present to the University committee the dean's decision to recommend or not to recommend the candidate; in step "d," the dean

of the appropriate college or school shall also report this decision to the Provost and Executive Vice President for Academic Affairs and the President of the University.

- g. In steps "a," "b," and "c" above, the faculty candidate who is not recommended by a committee at any stage of the deliberations may appeal that negative decision to the next committee by so requesting in writing within a period of ten (10) working days after receiving notification of the decision; in "d," the candidate may appeal a negative decision to the Provost and Executive Vice President for Academic Affairs and the President by so requesting in writing within a period of ten (10) working days after receiving notification of the decision. Unless a faculty candidate makes an appeal of a negative decision by a committee, the candidate's folder will not be forwarded to the next committee; in formulating an appeal, the candidate may address in writing the stated rationale for the committee's decision.
  - h. In steps "b" and "c" above, a college or school may use an additional committee between the department or equivalent committee and the college or school committee if the faculty of said college or school has voted for such usage in its bylaws.
2. Annual Reappointment of Tenured Faculty Members. Tenured members of the faculties of colleges, schools, and other academic units shall enjoy the assurance of annual recommendations for reappointment.
3. Crediting of Time Toward Tenure.
  - a. Any member of the faculties of colleges and schools holding the rank of Professor, Associate Professor or Assistant Professor shall be eligible for the status of tenured member at the end of the fifth year in a tenure-earning position, to be effective at the beginning of the sixth year as a faculty member.
  - b. Any member of the faculties of colleges and schools holding the rank of Professor, Associate Professor or Assistant Professor may be given tenure earlier provided the faculty member received credit, at time of appointment, for years spent in a tenure-earning position elsewhere and has been recommended by the tenured faculty of the relevant department/school/college, the University Promotion and Tenure Committee, and the President of the University and approved by the Board of Trustees.
  - c. Any member of the faculties of colleges and schools hired at the rank of Professor or Associate Professor may be awarded tenure at the start of the appointment provided the tenure has been

recommended by the tenured faculty of the relevant department/school/college, the University Promotion and Tenure Committee, and the President of the University and approved by the Board of Trustees.

4. A decision whether to nominate a faculty member for tenure shall normally be made during the fifth year of continuous service in a tenure-earning position, or, at the option of the employee and with the concurrence of the appropriate administrative officials, during the sixth such year in a tenure-earning position.
5. Definition of Continuous Employment. Employment for any two semesters of any twelve-month period shall be considered a year of continuous employment. For the purpose of tenure eligibility, consideration for part-time service shall normally mean employment during at least one semester of any twelve-month period. Part-time service of an employee employed at least one full semester in any twelve-month period shall be accumulated. However, not more than one year of tenure eligibility may be earned in a twelve-month period. (Time spent by a faculty member undergoing appointment or exchange within the State University System or on a special assignment for the benefit of the parent institution or for the University System shall be counted toward the fulfillment of eligibility for tenure. Time spent away from the institution for other purposes shall not be counted toward the fulfillment of eligibility for tenure, except by mutual agreement of the faculty member and the University.)
6. Restrictions on Employment of Non-tenured Faculty.
  - a. No person employed in a tenure-earning position after 1965 may remain in the service of the University as a nonpermanent member of the faculty of any college, school, or other academic unit in any rank or combination of ranks for a total of more than seven years unless tenure has been granted, except that faculty whose service began before September 1972 may count four additional years in the Instructor or Acting Assistant Professor ranks as probationary. Persons holding an administrative or service role will normally hold a courtesy rank in an academic unit and shall not be subject to the rule during such service unless the academic unit grants a regular tenure-earning appointment. When the administrative or service function is ended, the person shall receive, upon request, a tenure-earning appointment in an academic unit.
  - b. Not later than the end of the sixth year of service (or the tenth in the case of the above exceptions), the department chair, or equivalent, in consultation with the dean of the college or school, shall either nominate the faculty member for tenure or arrange to terminate service at the end



of the seventh year (or the eleventh, in the case of the above exceptions). In every case, the faculty member shall be notified in writing of this recommendation by the dean.

- c. Only time spent in the rank of Assistant Professor and above shall be construed as tenure-earning time.
  - d. Assistant Professors shall be considered ineligible for tenure or for reappointment beyond a seven-year maximum.
7. Early Tenure.
- a. The Board of Trustees may approve tenure at an earlier time if it is recommended with sufficient justification by the President of the University.
  - b. A member of the faculty must satisfy the five-year requirement to be eligible for consideration by a tenure committee at any level.
8. Termination, Nonreappointment, and Suspension.
- a. Termination and Nonreappointment of Tenured Faculty Members for Cause. Annual recommendation for reappointment of permanent members of the faculty shall be withheld only for serious cause (incompetence or misconduct) and on the basis of written and specific charges made by the dean of the college or school, the Provost and Executive Vice President for Academic Affairs, or by the President of the University. A copy of such charges shall be furnished to the faculty member concerned. In answer to such charges, the faculty member shall have, upon request, a hearing before an appropriate faculty committee. At this hearing, the faculty member shall be allowed, at the faculty member's own expense, the benefit of counsel of the faculty member's choice.
  - b. Nonreappointment of Non-tenured Faculty. Upon the advice of a department chair, a departmental/college/school advisory committee, the dean of the respective college or school, and the Provost and Executive Vice President for Academic Affairs, the President of the University may give written notice of nonreappointment of a non-tenured faculty member. Notice of nonreappointment, or of intention not to reappoint, shall be given in writing in accordance with the following standards: (a) for faculty members in their first two years of continuous University employment, one full semester prior to the date of termination; (b) for faculty members with two or more years of continuous service, one full year prior to date of termination.
  - c. Immediate Suspension of Tenured or Non-tenured Faculty. In the case of flagrant offenses, the President of the University may suspend a

member of the faculty with pay from performance of duties. Within two days, excluding weekends and official holidays, following such suspension, the President or a designee shall cause a written notice, including a statement of reasons, to be served upon the employee.

- d. If immediate dismissal is thereby sought, a copy of written specific charges shall be furnished to the faculty member concerned. In answer to such charges, the faculty member shall have, upon request, a hearing before an appropriate faculty committee. At this hearing the faculty member shall be allowed, at the faculty member's own expense, the benefit of counsel of the faculty member's choice. After provision of notice and an opportunity for the accused faculty member to have a hearing before an appropriate faculty committee, the President may initiate immediate dismissal.
- e. If immediate dismissal is not sought, the faculty member shall have, upon request, a hearing on the suspension before an appropriate faculty committee.
- f. The hearing committee, after deliberation, shall report its findings to the President. If the hearing committee concludes that adequate cause for dismissal has not been established by the evidence in the record, the President may either accept or reject that finding. If the President rejects the report, the reasons for doing so shall be provided in writing to the hearing committee and to the faculty member. The faculty member shall be provided an opportunity to respond before further action is taken. If the hearing committee concludes that adequate cause for a dismissal has been established but that an academic penalty less than dismissal would be more appropriate, it will so recommend, with supporting reasons. If dismissal or other severe sanction is recommended, the President may take such action as appropriate.

### **Section C. Academic Freedom**

It is the policy of the University to maintain and encourage full freedom, within the law, of inquiry, discourse, teaching, research, and publication, and to protect members of the faculty against influences, from within or without the University, that would restrict the exercise of this freedom in their areas of scholarly interest. The right to the protection of the University shall not necessarily include any right to the service of the University's legal counsel in any proceedings in which the academic freedom of the faculty member may be an issue.

The faculty member has the same freedoms and responsibilities as other citizens, including political rights and privileges, without institutional censorship or discipline. However, as a scholar, a faculty member should be

mindful that accuracy, forthrightness, and dignity befit association with the University.

Furthermore, faculty members must consider their academic duties as their primary responsibility. In no case should faculty members accept or seek appointment to civic or political office which would reduce significantly the time available for this primary responsibility without first securing written approval from the President of the University.

Faculty members who believe they do not enjoy the academic freedom which it is the policy of the University to maintain and encourage shall be entitled on written request to a hearing before the Committee on Grievances.

#### **Section D. Resignation**

When a member of the faculty of the University desires to obtain release from their faculty position, that faculty member is expected to offer their resignation to the President of the University, or a designee, through appropriate administrative channels at least ninety days before the resignation takes effect.

### **Article VII The Professional Staff**

Those persons holding academic appointments within Florida State University, but not within a college or school, and those persons within a college or school holding academic appointments whose responsibilities do not include teaching, shall be considered members of the Professional Staff. Members of the Professional Staff having appropriate qualifications and responsibilities shall be assigned faculty rank by the President of the University on recommendation of their administrative officers for the purpose of membership in the General Faculty.

Members of the Professional Staff shall enjoy the assurance of annual recommendation for reappointment in accordance with the provisions of the Florida Statutes and the regulations of the Board of Trustees.

### **Article VIII Amendments**

Amendments to this Constitution shall become effective when (1) approved by a two-thirds vote of the Faculty Senate and (2) ratified by a majority vote of the members of the General and Specialized Faculty who are eligible for election to the Faculty Senate and who vote on the proposal.

An amendment to be considered by the Faculty Senate must be submitted at a regular meeting at least one month prior to a vote on the proposal. The faculty vote on ratification shall be taken during the regular academic year not earlier than thirty days after circulation of the Senate minutes in which the amendment approved by the Senate is recorded.

NOTE: The Constitution was first adopted by the Faculty as the Faculty of the Florida State College for Women on April 11, 1931, and ratified by the Faculty of Florida State University on May 19, 1948, amended to December 6, 1989. Amended xxxx, 2018

## Addendum 3d

### Proportional Distribution of Additional Senators

Name	Total Faculty	TTF	NTT	% NTT	Current Senators	% of Senators	New Senators	Total Senators
Colleges & Schools								
Arts & Sciences	620	467	153	24.7	40	39.6	7	47
Business	117	81	36	30.8	7	6.9	1	8
Communication & Information	91	60	31	34.1	4	3.9	1	5
Criminology & Criminal Justice	25	21	4	16.0	1	1.0	0	1
Education	220	72	148	67.3	7	6.9	1	8
Engineering	86	66	20	23.3	6	5.9	1	7
(Jim Moran) School of Entrepreneurship	18	6	12	66.7	1	1.0	0	1
Fine Arts	105	83	22	21.0	7	6.9	1	8
(Dedman) School of Hospitality	12	8	4	33.3	1	1.0	0	1
Human Sciences	51	34	17	33.3	2	2.0	0	2
Law	59	29	30	50.8	2	2.0	0	2
Medicine	173	51	122	70.5	4	3.9	1	5
Motion Picture Arts	27	4	23	85.2	1	1.0	0	1
Music	97	80	17	17.5	6	5.9	1	7
Nursing	37	18	19	51.4	1	1.0	0	1
Social Sciences & Public Policy	147	105	42	28.6	9	8.8	2	11
Social Work	37	20	17	45.9	1	1.0	0	1
							16	116
Other Units in the Senate								
Strosier Library	xx	xx	xx	xx	1	1.0	0	1
New Units in the Senate								
Panama City Campus	52	0	52	100.0	0	0.0	1	1
	1974	1205	769		101		17	118