



FLORIDA STATE UNIVERSITY
FACULTY SENATE

MINUTES
FACULTY SENATE MEETING
WEDNESDAY, OCTOBER 16, 2019
DODD HALL AUDITORIUM
3:35 P.M.

I. Regular Session

The regular session of the 2019-20 Faculty Senate was held on Wednesday, October 16, 2019. Faculty Senate President Kristine Harper presided.

The following members attended the Senate meeting:

T. Adams, S. Aggarwal, E. Alvarez, J. Appelbaum, J. Atkins, J. Bahorski, H. Bass, A. Bathke, K. Bearor, P. Beerli, B. Birmingham, D. Bish, M. Blaber, M. Buchler, G. Chen, E. Chicken, P. Doan, R. Duarte, M. Duncan, J. Fiorito, H. Gazelle, M. Gerend, R. Goodman, T. Graban, M. Gross, K. Harper, E. Hilinski, C. Hofacker, P. Hollis, A. Huber, E. Jakubowski, P. Jean-Pierre, K. Jones, F. Ke, C. Kelley, E. Kim, J. Lile, J. Lo, L. Lyons, C. Madsen, P. Marty, G. Okten, I. Padavic, E. Peters, J. Rayburn, L. Reglero, L. Reina, N. Rogers, D. Rokyta, E. Ryan, G. Salazar, A. Semykina, T. Soldat-Jaffe, S. Stagg, J. Standley, N. Stein, L. Stepina, P. Sura, M. Swanbrow-Becker, G. Taylor, G. Tyson, A. Vanli, Y. Wang, H. Xue, X. Yang, M. Ye.

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

T. Albrecht-Schmitt, P. Andrei, J. Ang, A. Askew (**Irinel Chiorescu**), A. Barbu, R. Brower, T. Chiricos, J. Clark, D. Compton, M. Cui, M. Dahl, J. Drake, S. Ehrlich, S. Foo, K. Harris (**Tarik Dogru**), P. Hoeflich, M. Hurdal, P. Iatarola, D. Kerr, B. Landing, T. Lee, S. Lewis, V. Lewis (**Jessica Clark**), H. Li, C. Marzen (**Chad Van Iddekinge**), C. McClive (**James Palmer**), C. Moore, R. Morris, J. Munn, K. Petersen, L. Rinaman, P. Sanyal, R. Singleton, R. Stilling, T. Van Lith, T. Zuehlke.

II. Approval of the Minutes, September 18, 2019 meeting

The minutes of the September 18, 2019 meeting were approved as distributed.

III. Approval of the agenda, October 16, 2019 meeting

The agenda was amended to move announcements by President Thrasher as the next item, followed by the report of the steering committee. The vote on the change of name for the Jim Moran School of Entrepreneurship to Jim Moran College of Entrepreneurship moved to follow the special order by Dr. Fiorito. The agenda was approved as amended.

IV. Announcements by President Thrasher

- FSU is continuing to work with the Florida legislature as they prepare for the new legislative session in January.
- President Thrasher met with Senator Tom Lee. Senator Lee will be the chair of the committee on gun violence in Florida.

- President Thrasher took Dean Jim Clark and Jeff Binkley to meet with Senator Lee. They shared data collected through Maura's Voice, an organization that funds research on violence and hate.
- The legislature has a special meeting set for next week regarding the removal of office of the sheriff from Broward County.
- President Thrasher met with representatives from the Interfraternity Council and discussed the survival of fraternities and sororities at FSU. The FSU administration made many efforts to change things and now it is up to the fraternities and sororities to remain at FSU.
- President Thrasher expressed an unwillingness to tolerate hazing and underage drinking.
- President Thrasher commended the many accomplishments of the Jim Moran School of Entrepreneurship.
- FSU upcoming events include homecoming, a Board of Trustees meeting, and a Board of Governors meeting.
- Dr. Kristine Harper, Faculty Senate President, accepted a position at the University of Copenhagen beginning in February 2020. Dr. Eric Chicken will take over the role as an FSU trustee in the spring.

V. **Report of the Steering Committee, Dr. Eric Chicken**

- The Faculty Senate Steering Committee met three times since the last Faculty Senate meeting.
- In meetings with President Thrasher and Provost McRorie, the committee discussed legislative budget issues, including special requests for increasing our national ranking.
- Representatives from the math department provided the committee with information on the statewide mathematics redesign that is in a data-gathering stage.
- Filling the last few positions for senate committees is nearly complete.
- The November Faculty Senate meeting will hold the annual food and clothing drive. Please bring items for donation to that meeting.

VI. **Special Order: Dr. Susan Fiorito, Director, Jim Moran School of Entrepreneurship**

- The school began in fall 2017.
- The number of class sections and the number of building space for the school continues to increase.
- FSU purchased a sweating mannequin and a walk-in chamber for textile testing. FSU will be the only university in the country to have this. There is already interest from businesses in having textile testing done.
- The number of scholarships has increased.
- From 2017 to 2019 the number of undergraduate degrees offered increased. In 2020, there will be a STEM major added. There are currently nine minors with the hope of adding more.
- Fall 2019 was the first semester a graduate program was offered. The Textiles and Apparel graduate program will go to Florence, Italy, over spring break to study textile testing.
- The school began with six faculty members and has grown to include 26. Only six of the 26 faculty members are tenure-track.
- **Kathryn Jones** – Inquired about the STEM major option. Dr. Fiorito responded that Jeffrey Whalen, formerly of the Mag Lab, and Emily Pritchard from the College of Medicine are working with the School of Entrepreneurship to create the STEM major. There will be a requirement to minor in a hard science.
- The school aims to be interdisciplinary in its master's degrees.

- The school won an international award in Copenhagen, Denmark, a few weeks ago. The Jim Moran School was the only school in the world to achieve this award for courses across disciplines.
- **Robin Goodman, English** – Inquired about the difference between a school and a college. Dr. Fiorito responded that colleges have more status than a school. Provost McRorie indicated that to move from a school to a college, the program would need to have a graduate program. If FSU moves the school to a college, it would be the first College of Entrepreneurship in the U.S. and the world.
- **Sudhir Aggarwal, Computer Science** – Inquired if there was a plan to develop departments within the college, and, if so, what the departments would potentially be. Dr. Fiorito responded that the plan would be to create departments as the college grows and tenured faculty are added. The entrepreneurship departments would be commercial, social, retail, STEM, and possibly others. There is not another program in the U.S. that has retail or STEM entrepreneurship.
- **Arda Vanli** – question concerning possibility of coordinating with the College of Engineering.
- **Michael Buchler, Music** – Inquired about the influence of the funding by Jim Moran on the school's curriculum. Dr. Fiorito responded that the curriculum is not influenced by the funding from Jim Moran. Mrs. Moran came to board meetings twice a year to approve structural work on the building downtown. The school and curriculum are governed by Provost McRorie and the University Curriculum Committee.
- **Philip Sura, EOAS** – Inquired about the difference between business and entrepreneurship. Dr. Fiorito responded that in the College of Business, students must choose an area to focus. Entrepreneurship students are generalists and must have knowledge of all the different business areas.
- **Pascal Jean-Pierre, Medicine** – Inaudible question. Dr. Fiorito responded that it is a limited access program.
- **Michael Blaber, Medicine** – Inquired about the focus of research for the school. Dr. Fiorito responded that there is currently a master's program for textiles and apparel, but next year there will be a master's program for product development. The school is meeting with FSU faculty who were entrepreneurs to mentor students. Faculty in the school help faculty across campus bring their ideas to fruition.
- **Ed Hilinski, AS** – Inquired about the number of students in the school. Dr. Fiorito responded that there are currently 758 students.
- **Eundeok Kim, Entrepreneurship** – Inaudible comment. Dr. Fiorito commented that the school offers a free faculty/staff course in entrepreneurship during lunch time.
- **Change of name: Jim Moran School of Entrepreneurship to Jim Moran College of Entrepreneurship**
 - The motion for change of name was nominated and seconded.
 - **A roll call vote for the change of name was taken. The change of name from the Jim Moran School of Entrepreneurship to the Jim Moran College of Entrepreneurship passed : 66 yes, 4 no, 0 abstentions.**

VII. Reports of Standing Committees

No reports were given by standing committees.

VIII. Old Business

a. Academic Honor Policy Changes

- Typos from the version distributed at the September Faculty Senate meeting have since been fixed. The edited version was distributed before the meeting.

- **A roll call vote for the Academic Honor Policy Changes was taken. The policy changes passed: 70 yes, 0 no, 0 abstentions.**
- b. FSU Constitution**
- **Elizabeth Jakubowski, Education** – Inquired about the decision to only vote on the phase one and two changes and not the phase three changes. Dr. Harper responded that for the purposes of SACS accreditation, the FSU Constitution needs to have the technical changes made and approved. A senator can call for a vote on the phase three changes in the Senate.
 - **Unknown** – Commented that the decision to focus on the phase one and two changes to the Constitution is to ensure that the Constitution will be in line with the terms and practices used currently.
 - **Sudhir Aggarwal, Computer Science** – Sought clarification for the rank of instructor. Dr. Harper responded that FSU does not have the rank of instructor and those types of changes were and will be addressed in the phase three changes.
 - **Irene Padavic, Sociology** – Commented that there are typos on page four.
 - ➔ *Section C. Standing and Special Committees #3*
 - Typo corrected to ... “that the information has not been”.
 - **Anastasia Semykina, SSPP** – Commented that there is another typo on page four.
 - ➔ *Section B. Jurisdiction introduction*
 - Typo corrected to remove the second period.
 - **Gary Tyson, Computer Science** – Expressed concerns about passing the phase one and two changes without addressing the phase three changes. Dr. Harper responded that the Senate Parliamentarian, Marilyn Young, learned that when the Florida State University System changed from regents to trustees, the Senate voting system should have changed. Any item that goes to the Board of Trustees is supposed to be voted on in the same manner as the Board of Trustees—a roll call vote, as determined by the sunshine law.
 - **Bridget Birmingham, University Libraries** – Stated that if an item goes to the Board of Trustees but doesn’t make their agenda, then the vote does not matter. It is important that the Faculty Senate vote in a manner that will allow for the item to be on the agenda for the Board of Trustees.
 - **Mary Gerend, Medicine** – Commented on the option to rescind the previous vote.
 - **Marilyn Young, Parliamentarian** – A vote to rescind does not require a reason for the call to vote. If an initial vote of an item was invalid, there is no reason to rescind because it did not have any validity. To rescind a vote, it requires a second and a simple majority.
 - **Lisa Lyons, Biological Sciences** – Inquired about the effect of proceeding without rescinding the vote and its effect on previous votes. Marilyn Young responded that the decision could be effective from this point on. Lisa Lyons responded that the vote on the Constitution is from a previous Senate. Marilyn Young’s response was that legislative bodies turn over all the time and policies are binding on the subsequent legislative bodies.
 - **Kathryn Jones, Biological Sciences** – Inquired about an obligation for the university’s general counsel to inform the Senate about procedural changes. Marilyn Young and Dr. Harper responded that that is out of their breadth of knowledge. Dr. Harper added that moving forward, information would likely be shared with the Senate regarding changes.

- **Erin Ryan, Law** – Expressed concern about the vulnerability of the votes and policies previously passed by the Faculty Senate. This senator recommended taking a vote to rescind the Constitutional changes passed during the 2018-2019 Senate.
- **Gary Tyson, Computer Science** – Made the motion to rescind the Constitutional changes passed during the 2018-2019 Senate. The motion was seconded.
- **The motion to rescind the Constitutional changes passed during the 2018-2019 Senate passed.**
- **A roll call vote on the FSU Constitution amendments for phase one and two was taken. The amendments to the FSU Constitution passed: 67 yes, 0 no, 0 abstentions.**
- Once the Faculty Senate minutes are posted, the faculty will vote via Qualtrics 30 days later.

IX. New Business

- a. **There was no additional new business following the amended change of name. The floor opened to senators.**
- b. **Elizabeth Jakubowski, College of Education**
 - Requested to add the discussion of the phase three Constitution amendments, as proposed during the 2018-2019 Faculty Senate, to the agenda for the November Faculty Senate meeting. The motion was seconded.

X. University Welfare

- a. **United Faculty of Florida, Florida State University Chapter, Matthew Lata**
 - FSU will meet with the legislation to discuss appropriations for education.
- b. **Kris Harper, Faculty Senate President**
 - As President Thrasher mentioned, Dr. Harper will be accepting a position with the University of Copenhagen. Dr. Harper will be retiring from FSU in January 2020.
 - Per the Faculty Senate bylaws, Eric Chicken will take over the duties of Faculty Senate President and will serve on the Board of Trustees.
 - A Faculty Senate Steering Committee seat will be vacant in January 2020. Per the votes on April 17, 2019, Elizabeth Jakubowski, who had the next highest vote count, will join the Steering Committee.

XI. Announcements by Deans and other Administrative Officers

No announcements were given by Deans or other Administrative Officers.

XII. Announcements by Provost McRorie

No announcements were given by Provost McRorie.

The meeting adjourned at 4:48 p.m.



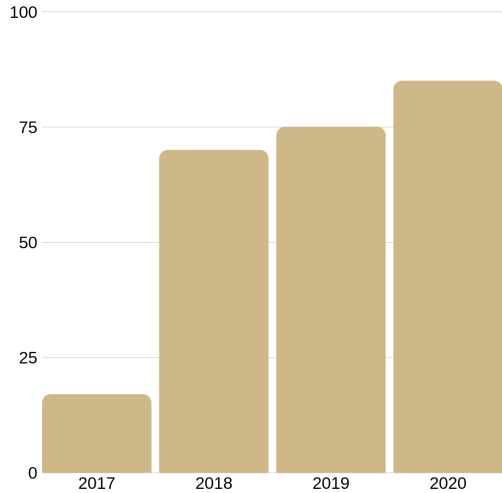
October 16, 2019

Faculty Senate Minutes

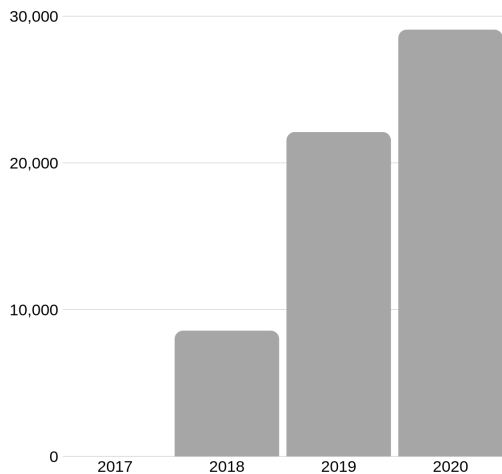
Dr. Kristine Harper
Faculty Senate President



of Class Sections Offered by the JMS



Square Footage held by the JMS



2017

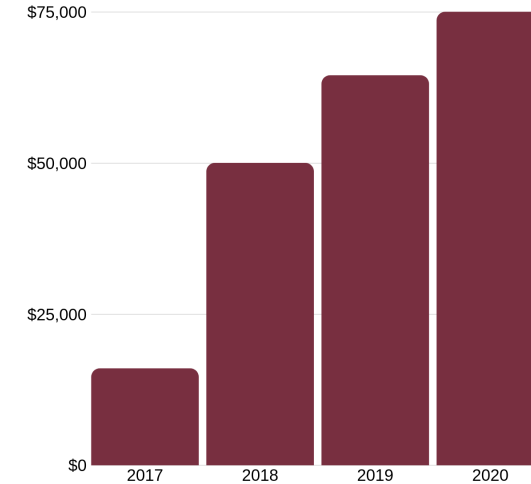
2018

2019

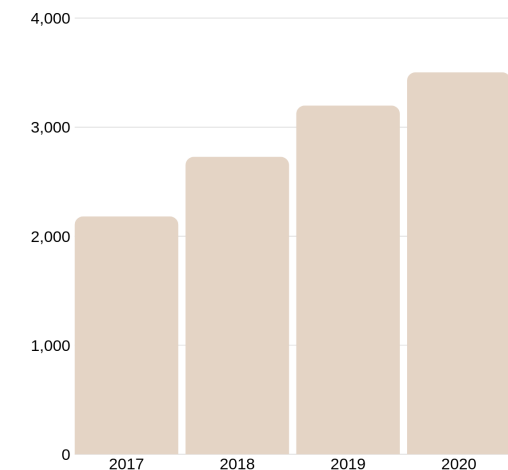
2020

UNDERGRADUATE MAJORS	2 Commercial Social	3 Commercial Social Retail	3 Commercial Social Retail	4 Commercial Social Retail STEM
UNDERGRADUATE MINORS	3 Commercial Social Hospitality	4 Commercial Social Retail Hospitality	6 Commercial Social Retail Operations Hospitality Computational Science STEM	9 Commercial Social Retail Operations Hospitality Computational Science STEM More to come...
GRADUATE PROGRAM MAJORS	—	—	1 Textiles & Apparel	3 Textiles & Apparel Hospitality & ENT Product Development
FACULTY & STAFF EMPLOYED BY JMS	6 Faculty Members 2 Staff Members	18 Faculty Members 9 Staff Members	26 Faculty Members 11 Staff Members	28 Faculty Members 13 Staff Members
STUDENT NUMBERS	168	668	758	808
# OF SCHOLARSHIPS AWARDED	—	33	40	50
JMS CENTERS	—	InNOLEvation® Center for Student Engagement	InNOLEvation® Center for Student Engagement FSU Retail Innovation Center	InNOLEvation® Center for Student Engagement FSU Retail Innovation Center

Total Amount of Scholarships offered by the JMS



All FSU Student Enrollment in Entrepreneurship and Innovation Courses



RECENT ACCOMPLISHMENTS

2018 Model Emerging Program Award from the United States Association for Small Business and Entrepreneurship (USASBE).
The USASBE Model Emerging Program Award recognizes the efforts of nascent entrepreneurship programs to develop bold, innovative courses that offer students valuable lessons. The competition included nearly 20 entrepreneurship programs that have been created or significantly revised in the past 3 years.

2019 Exceptional Activities in Entrepreneurship Across Disciplines Award from the Global Consortium of Entrepreneurship Centers (GCEC).
This award honors a center/school dedicated to creating, advancing, and enabling entrepreneurship education opportunities to multiple audiences across campus. Selection criteria included creativity of multidisciplinary approach, measured impact across campus, and diversity of partners and stakeholders. The JMS was competed against over 100 other universities from across the world!

Jim Moran School Name Change – 10-16-19 - Voting Results

Senator	Yes	No	Abstain
Todd Adams, Arts and Sciences	X		
Sudhir Aggarwal, Arts and Sciences		X	
Tom Albrecht-Schmitt, Arts and Sciences			
Enrique Alvarez, Arts and Sciences	X		
Petru Andrei, Engineering			
James Ang, Business			
Jonathan Appelbaum, Medicine	X		
Andrew Askew, Arts and Sciences			
Jennifer Atkins, Fine Arts	X		
Jessica Bahorski, Nursing	X		
Adrian Barbu, Arts and Sciences			
Hank Bass, Arts and Sciences	X		
Allen Bathke, Business	X		
Karen Bearor, Fine Arts	X		
Peter Beerli, Arts and Sciences	X		
Bridgett Birmingham, University Libraries	X		
Deborah Bish, Music	X		
Michael Blaber, Medicine		X	
Ralph Brower, Social Sciences and Public Policy			
Michael Buchler, Music	X		
Gang Chen, Engineering	X		
Eric Chicken, Arts and Sciences	X		
Theodore Chiricos, Criminology and Criminal Justice			
Jeffrey Clark, Business			
Don Compton, Arts and Sciences			
Ming Cui, Human Sciences			
Mary Karen Dahl, Fine Arts			
Petra Doan, Social Sciences and Public Policy	X		
Jamil Drake, Arts and Sciences			
Rob Duarte, Fine Arts	X		
Mike Duncan, Social Sciences and Public Policy	X		
Sean Ehrlich, Social Sciences and Public Policy			
Jack Fiorito, Business	X		
Simon Foo, Engineering			
Heidi Gazelle, Human Sciences	X		
Mary Gerend, Medicine	X		
Robin Goodman, Arts and Sciences	X		
Tarez Graban, Arts and Sciences		X	
Melissa Gross, Communication and Information	X		
Kris Harper, Arts and Sciences	X		
Kimberley Harris, Hospitality, Dedman School of			
Ed Hilinski, Arts and Sciences	X		
Peter Hoeflich, Arts and Sciences			

Jim Moran School Name Change – 10-16-19 - Voting Results

Senator	Yes	No	Abstain
Charlie Hofacker, Business	X		
Patrick Hollis, Engineering	X		
Amy Huber, Fine Arts	X		
Monica Hurdal, Arts and Sciences			
Patrice Iatarola, Education			
Elizabeth Jakubowski, Education	X		
Pascal Jean-Pierre, Medicine	X		
Kathryn Jones, Arts and Sciences	X		
Fengfeng Ke, Education	X		
Colleen Kelley, Arts and Sciences	X		
Danielle Kerr, FSUS			
Eundeok Kim, Entrepreneurship, Jim Moran School of	X		
Bill Landing, Arts and Sciences			
Tahirih Lee, Law			
Sandra Lewis, Education			
Virginia Lewis, Arts and Sciences			
Hui (Helen) Li, Engineering			
Jim Lile, Fine Arts	X		
Jane Lo, Education	X		
Lisa Lyons, Arts and Sciences	X		
Clifford Madsen, Music	X		
Paul Marty, Communication and Information	X		
Chad Marzen, Business			
Cathy McClive, Arts and Sciences			
Christopher Moore, Music			
Richard Morris, Communication and Information			
Jean Munn, Social Work			
Giray Okten, Arts and Sciences	X		
Irene Padavic, Social Sciences and Public Policy	X		
Elizabeth Peters, Arts and Sciences	X		
Kate Petersen, Arts and Sciences			
Jay Rayburn, Communication and Information	X		
Lara Reglero, Arts and Sciences	X		
Laura Reina, Arts and Sciences	X		
Linda Rinaman, Arts and Sciences			
Nancy Rogers, Music		X	
Darin Rokyta, Arts and Sciences	X		
Erin Ryan, Law	X		
Gloria Salazar, Human Sciences	X		
Paromita Sanyal, Social Sciences and Public Policy			
Anastasia Semykina, Social Sciences and Public Policy	X		
Col. Rodney Singleton, Arts and Sciences			
Tatjana Soldat-Jaffe, Arts and Sciences	X		

Jim Moran School Name Change – 10-16-19 - Voting Results

Senator	Yes	No	Abstain
Scott Stagg, Arts and Sciences	X		
Jayne Standley, Music	X		
Nat Stein, Arts and Sciences	X		
Lee Stepina, Business	X		
Robert Stilling, Arts and Sciences			
Philip Sura, Arts and Sciences	X		
Marty Swanbrow Becker, Education	X		
Gary Taylor, Arts and Sciences			
Gary Tyson, Arts and Sciences	X		
Theresa Van Lith, Fine Arts			
Arda Vanli, Engineering	X		
Yang Wang, Arts and Sciences	X		
Hanhan Xue, Education	X		
Xiaojun Yang, Social Sciences and Public Policy	X		
Ming Ye, Arts and Sciences	X		
Thomas Zuehlke, Social Sciences and Public Policy			
Alternates			
Irinel Chiorescu	X		
Jessica Clark	X		
Tarik Dogru	X		
James Palmer	X		
Chad Van Iddekinge	X		
Total	66	4	0

FLORIDA STATE UNIVERSITY ACADEMIC HONOR POLICY

Revised Month, Date, Year

Introduction

The statement on *Values and Moral Standards* says: “The moral norm which guides conduct and informs policy at The Florida State University is responsible freedom. Freedom is an important experience which the University, one of the freest of institutions, provides for all of its citizens – faculty, students, administrators, and staff. Freedom is responsibly exercised when it is directed by ethical standards.” (*Values and moral standards at FSU* retrieved from the current General Bulletin located at <http://registrar.fsu.edu/>.)

The statement also addresses academic integrity: “The University aspires to excellence in its core activities of teaching, research, creative expression, and public service and is committed to the integrity of the academic process. The [Academic Honor Policy] is a specific manifestation of this commitment. Truthfulness in one’s claims and representations and honesty in one’s activities are essential in life and vocation, and the realization of truthfulness and honesty is an intrinsic part of the educational process.” (*Values and moral standards at FSU* retrieved from the current General Bulletin located at <http://registrar.fsu.edu/>.)

Guided by these principles, this Academic Honor Policy outlines the University’s expectations for all students’ academic work on each campus and all virtual platforms, the procedures for resolving alleged violations of those expectations, and the rights and responsibilities of students and faculty throughout the process. Please refer to memos outlining necessary procedural modifications of the process for the Panama City and Republic of Panama campuses. The Academic Honor Policy Committee may take direct jurisdiction of a case under extraordinary circumstances when it is determined by a majority vote of the committee that taking direct jurisdiction is appropriate.

Students in the College of Law and the College of Medicine are governed by the academic integrity policies and procedures of their respective colleges, which are subject to approval by the Academic Honor Policy Committee.

FSU Academic Honor Pledge

I affirm my commitment to the concept of responsible freedom. I will be honest and truthful and will strive for personal and institutional integrity at the Florida State University. I will abide by the Academic Honor Policy at all times.

Academic Honor Violations

Note: (Bold added) Instructors are responsible for following and reinforcing the importance of the Academic Honor Policy in their courses and for clarifying in writing their expectations regarding collaboration and multiple submission of academic work.

Examples have been provided for the purpose of illustration and are not intended to be all-inclusive.

1. **PLAGIARISM. Presenting the work of another as one's own (i.e., without proper acknowledgement of the source).**
Typical Examples Include: Using another's work from print, web, or other sources without acknowledging the source; quoting from a source without citation; using facts,

figures, graphs, charts or information without acknowledgement of the source; utilizing ghostwriting or pay-for-paper services; submitting another's work through online thesaurus software.

2. **CHEATING. Improper access to or use of any information or material that is not specifically condoned by the instructor for use in the academic exercise.**

Typical Examples Include: Copying from another student's paper work or receiving unauthorized assistance during a quiz, test or examination; using books, notes or other devices (e.g., calculators, cell phones, or computers) when these are not authorized; procuring without authorization a copy of or information about an examination before the scheduled exercise; unauthorized collaboration on exams. This includes unauthorized actions taken on any social media platform.

3. **UNAUTHORIZED GROUP WORK. Unauthorized collaborating with others.**

Typical Examples Include: Working with another person or persons on any activity that is intended to be individual work, where such collaboration has not been specifically authorized by the instructor. This includes unauthorized actions taken on any social media platform.

4. **FABRICATION, FALSIFICATION, AND MISREPRESENTATION. Unauthorized altering or inventing of any information or citation that is used in assessing academic work.**

Typical Examples Include: Inventing or counterfeiting data or information; falsely citing the source of information; altering the record of or reporting false information about practicum or clinical experiences; altering grade reports or other academic records; submitting a false excuse for a class absence or tardiness in a scheduled academic exercise; lying to an instructor to increase a grade.

5. **MULTIPLE SUBMISSION. Submitting the same academic work (including oral presentations) for credit more than once without instructor permission. It is each instructor's responsibility to make expectations regarding incorporating existing academic work into new assignments clear to the student in writing. ~~by the time assignments are given.~~**

Typical Examples Include: Submitting the same paper for credit in two courses without instructor permission; making minor revisions in a credited paper or report (including oral presentations) and submitting it again as if it were new work.

6. **ABUSE OF ACADEMIC MATERIALS. Intentionally damaging, destroying, stealing, or making inaccessible library or other academic resource material.**

Typical Examples Include: Stealing or destroying library or reference materials needed for common academic purposes; hiding resource materials so others may not use them; destroying computer programs or files needed in academic work; stealing, altering, or intentionally damaging another student's notes or laboratory experiments. *(This refers only to abuse as related to an academic issue.)*

7. **COMPLICITY IN ACADEMIC DISHONESTY. Intentionally helping another to commit an act of academic dishonesty.**

Typical Examples Include: Knowingly allowing another to copy from one's paper during an examination or test; distributing test questions or substantive information about the material to be tested before a scheduled exercise; deliberately furnishing false information.

8. **ATTEMPTING to commit any offense as outlined above.**

Student Rights

Students have the following important due process rights, which may have an impact on the appellate process:

1. to be informed of all alleged violation(s), to receive the complaint in writing (except in a Step 1 agreement, described in the Procedures Section, where the signed agreement serves as notice) and to be given access to all relevant materials pertaining to the case.
2. to receive an impartial hearing in a timely manner where the student will be given a full opportunity to present information pertaining to the case.

Students are also accorded the following prerogatives:

1. when possible, to discuss the allegations with the instructor.
2. privacy, confidentiality, and personal security.
3. to be assisted by an advisor who may accompany the student throughout the process but may not speak on the student's behalf. Witnesses cannot also serve as advisors.
4. to choose not to answer any question that might be incriminating.
5. to contest the sanctions of a first-level agreement and to appeal both the decision and sanctions of an Academic Honor Hearing.

The student has the right to continue in the course in question during the entire process. Once a student has received notice that he or she is being charged with an alleged violation of the Academic Honor Policy, or when a student has been found “responsible” for an Academic Honor Policy violation, the student is not permitted to withdraw or drop the course or request that the grading basis be changed to a “Satisfactory/Unsatisfactory” grade if the course is letter-graded. Students who provide false information when requesting to drop a course may be subject to allegations of Student Conduct Code violations. Should no final determination be made before the end of the term, the grade of “Incomplete” will be assigned until a decision is made.

Students should contact the Dean of Students Department for further information regarding their rights.

Procedures for Resolving Cases

Step 1. Throughout the Step 1 process, the instructor has the responsibility to address academic honor allegations in a timely manner, and the student has the responsibility to respond to those allegations in a timely manner. For assistance with the Academic Honor Policy, students should consult the Dean of Students Department and instructors should consult the Office of the Vice President for Faculty Development and Advancement. Add link to the flowchart and policy.

If a student observes a violation of the Academic Honor Policy, he or she should report the incident to the instructor of the course. When an instructor believes that a student has violated the Academic Honor Policy in one of the instructor's classes, the instructor must first contact the Office of the Vice President for Faculty Development and Advancement to discover whether the student has a prior record of academic dishonesty in order to determine whether to proceed with a Step 1 agreement. The instructor must also inform the department chair or dean. (Teaching assistants must seek guidance from their supervising faculty member and adjunct instructors must seek guidance from their department chair.) However, faculty members or others who do not have administrative authority for enforcing the Academic Honor Policy should not be informed of the allegation, unless they have established a legitimate need to know. If pursuing a Step 1 Agreement is determined to be possible, the instructor shall discuss the evidence of academic dishonesty with the

student and explore the possibility of a [Step 1 Agreement](#). Four possible outcomes may occur **as a result of that discussion**:

1. If the charge appears unsubstantiated, the instructor will drop the charge, destroy the documentation, and no record of academic dishonesty will be created. The instructor should make this decision using the “preponderance of the evidence” standard.
2. The student may accept responsibility for the violation and accept the academic sanction proposed by the instructor. In this case, the agreement involving an academic penalty must be put in writing and signed by both parties on the “[Academic Honor Policy Step 1 Agreement](#)” form, which must then be sent to the [Office of Faculty Development and Advancement](#). ~~Dean of Students Department~~. This agreement becomes a confidential student record of academic dishonesty and will be removed from the student’s file five years from the date of the final decision in the case. Any grade imposed as the result of an academic sanction will remain on the student’s transcript indefinitely. **Students will not be eligible for a course drop, withdrawal, or modification of grading basis.**
3. The student may accept the responsibility for the violation, but contest the proposed academic sanction. In this circumstance, the instructor must submit the “[Academic Honor Policy Referral to Contest Sanction](#)” form along with supporting documentation to the Office of the Vice President for Faculty Development and Advancement. The student’s written statement must demonstrate specific reasons why the proposed sanction is extraordinarily disproportionate to the offense committed for any change to occur in the sanction. The Vice President for Faculty Development and Advancement (or designee) will review the submitted written documentation to determine whether the proposed sanction should be imposed. The Vice President (or designee) may affirm or modify the sanction as appropriate. The decision that results from this review is final.
4. The student may deny responsibility. In this circumstance, the instructor submits the “[Academic Honor Policy Hearing Referral](#)” form along with supporting documentation to the Office of the Vice President for Faculty Development and Advancement for an Academic Honor Policy Hearing. The student is issued a letter detailing the charges within ten class days of the receipt of the referral, and the schedule for the hearing will be set as soon as possible and within 90 days from the date of the letter. These timelines may be modified in unusual circumstances. Unless all parties agree, the hearing will not be held any sooner than 7 class days from the student’s receipt of the charge letter. The process then proceeds to Step 2.

If the student is found to have a prior record of academic dishonesty or the serious nature of the allegations merits a formal hearing, the instructor must refer the matter to Step 2 for an Academic Honor Policy Hearing by submitting the “[Academic Honor Policy Hearing Referral](#)” form and appropriate documentation to the Office of the Vice President for Faculty Development and Advancement.

Allegations of academic dishonesty involving a graduate student engaged in any phase of the preliminary or comprehensive examination, thesis, or dissertation will be treated as egregious and will be resolved through the Step 2 process, in which the major professor will serve as the “instructor” under the hearing procedures. The Vice President for Faculty Development and Advancement, the student’s academic dean, (as well as the Vice President for Research in cases involving grant-funded research), **and the Dean of the Graduate School or designee** should be informed as soon as possible of all such allegations. The decision regarding whether to submit a hearing referral will be made by a committee consisting of the department chair and two faculty members appointed by the academic dean, one of whom should be the student’s committee member serving as the University representative (if one has been identified), excluding the major professor. In rendering its **charging** decision, this committee should review all available information and consult with the major professor and the academic dean.

Step 2. Academic Honor Policy Hearing. A panel consisting of five members shall hear the case. The panel shall include: one faculty member appointed by the dean from the unit in which the academic work is conducted; one faculty member appointed by the Vice President for Faculty Development and Advancement who is not from that unit; and two students. The panel shall be chaired by the Vice President for Faculty Development and Advancement (or designee), who votes only in case of a tie.

The hearing will be conducted in a non-adversarial manner with a clear focus on finding the facts within the academic context of the academic work. The student is presumed innocent going into the proceeding. After hearing all available and relevant information from the student, instructor, and any witnesses, the panel determines whether or not to find the student “responsible” for the alleged violation using the “preponderance of the evidence” standard. If the student is found “responsible” for the violation, the panel is informed about any prior record of Academic Honor Policy violations and determines sanctioning. The range of sanctions available at the Step 2 phase is broader than at Step 1.

In cases where a Step 1 Agreement is appropriately proposed (i.e., the student has no prior record) and the student denies responsibility of the alleged violation, a Step 2 hearing is convened. ~~In some cases, a Step 1 sanction may have been appropriately proposed prior to the convening of an Academic Honor Hearing.~~ If the student is found “responsible” in these cases, the panel typically will impose a sanction no more or less severe than that which was proposed by the faculty member. The panel is required to provide a clear written justification for imposing a sanction different than what would have resulted from the student’s signing the Step 1 Agreement. ~~more severe than the sanction proposed in Step 1.~~

The chair of the Academic Honor Policy hearing panel will report the decision to the student, the instructor, the instructor’s academic unit, the supervising faculty member of a teaching assistant or an adjunct instructor, the student’s dean, the Dean of Students Department, and the Registrar, if appropriate. If the student is found “responsible” at a Step 2 Hearing, the outcome will be recorded by the Office of Faculty Development and Advancement ~~with the Dean of Students Department~~ and becomes a confidential student record of an Academic Honor Policy violation. Violations of the Academic Honor Policy are part of the student’s disciplinary record and are maintained centrally by the University. Records in which suspension or a less severe sanction (including all academic sanctions) is imposed will be removed five years from the date of the final decision in the case. Any grade imposed as the result of an academic sanction will remain on the student’s transcript indefinitely and will not be subject to course drop, withdrawal, or grade change, including changing the grading basis to “Satisfactory/Unsatisfactory.” Records involving dismissal and expulsion will be retained permanently, except in cases where a dismissed student is readmitted. Those records will be removed five years from the date of the student’s readmission.

Sanctions

Step 1 Sanctions

The Step 1 procedure is implemented with first-offense allegations that do not involve egregious violations. The decision regarding whether an allegation is egregious is made by the Vice President for Faculty Development and Advancement (or designee) and the instructor. The following sanctions are available in the Step 1 procedure and may be imposed singly or in combination. The instructor should consider the seriousness of the violation, the student’s circumstances, potential opportunities for learning, and consistency with past sanctions in determining a proposed sanction.

1. additional academic work, including re-doing the assignment
2. a reduced grade (including “0” or “F”) for the assignment
3. a reduced grade (including “F”) for the course
4. Educational activities. Examples include, but are not limited to, referrals to improve future educational outcomes, tutoring regarding proper citation practices, development of an academic plan with the assistance of the Academic Center for Excellence, participation in ethics workshops, interviews with appropriate faculty or administrators, or writing educational or reflective essays. Fees may be charged to cover the ethics workshops. Please contact the Academic Affairs Administrator in the Office of Faculty Development and Advancement before implementing educational sanctions.

Step 2 Sanctions

An Academic Honor Policy Hearing is held for all second offenses, for all first offenses that involve egregious violations of the Academic Honor Policy, for all allegations of academic dishonesty involving a graduate student engaged in any phase of the comprehensive (or other culminating) exam, thesis, or dissertation, for all offenses that involve simultaneous violations of the Academic Honor Policy and the Student Conduct Code, and in all cases where the student denies responsibility for the alleged violation. The decision regarding whether an allegation is egregious is made by the Vice President for Faculty Development and Advancement (or designee) and the instructor.

In cases where a Step 1 Agreement is appropriately proposed and the student does not accept responsibility, a Step 2 hearing is convened. ~~In some cases, a Step 1 sanction may have been appropriately proposed prior to the convening of an Academic Honor Policy Hearing.~~ If the student is found “responsible” at a Step 2 hearing, ~~in these cases~~, the panel typically will impose a sanction no more or less severe than that which was proposed by the faculty member. The panel is required to provide a clear written justification for imposing a sanction different more severe than the sanction from what would have resulted from the student’s signing a Step 1 Agreement. ~~proposed in Step 1.~~ Students will not be penalized solely for exercising their right to request a Step 2 hearing. The following sanctions are available in the Step 2 Hearing process ~~(see the Procedures section)~~ and may be imposed singly or in combination:

1. additional academic work, including re-doing the assignment
2. a reduced grade (including “0” or “F”) for the assignment
3. a reduced grade (including “F”) for the course
4. Educational ~~a~~ Activities. Examples include, but are not limited to, referrals to improve future educational outcomes, tutoring regarding proper citation practices, development of an academic plan with the assistance of the Academic Center for Excellence, participation in ethics workshops, interviews with appropriate faculty or administrators, writing educational or reflective essays. Fees may be charged to cover the cost of educational activities. ~~Educational Activities — attendance at educational programs, development of an academic plan with the assistance of the Academic Center for Excellence, participation in an Ethics Workshop, tutoring regarding proper citation practices, meetings with appropriate faculty or administrators, writing essays, or other educational activities. Fees may be charged to cover the cost of educational activities.~~
5. Restitution, letter of apology, or other restorative act
6. Disciplinary Probation – a period of time during which any further violation of the Academic Honor Policy puts the student’s status with the University in jeopardy. If the student is found “responsible” for another violation during the period of Disciplinary

Probation, serious consideration will be given to imposing a sanction of Suspension, Dismissal, or Expulsion. Restrictions that may be placed on the student's activities during this time period include, but are not limited to: participating in student activities; representing the University on athletic teams or in other leadership positions; and participating in practice for athletic or other competitions.

7. Suspension – Separation from the University for a specified period, not to exceed two years.
8. Dismissal – Separation from the University for an indefinite period of time. Dismissal is considered a final sanction, but readmission is possible in some cases under documented exceptional circumstances. No consideration will be given to readmitting a dismissed student within the first three years after a dismissal is imposed. Dismissal is noted on the student transcript.
9. Expulsion – Separation from the University without the possibility of readmission. Expulsion is noted on the student transcript.
10. Withholding of diplomas, transcripts, or other records for a specified period of time.
11. Suspension of degree, in cases where an offense is discovered after the degree is posted.
12. Revocation of degree, in cases where an offense is discovered after the degree is posted.

Appeals

Decisions of the Academic Honor Policy Hearing Panel may be appealed to the Academic Honor Policy Appeal Committee, a standing four-member committee composed of two faculty members appointed by the President and two students appointed by the Vice President for Student Affairs. The chair will be appointed annually by the President, and other members will serve two-year renewable terms. In case of a tie vote regarding a case, the committee will submit a written report to the Provost or designee who will then make the final determination.

On appeal, the burden of proof shifts to the student to prove that an error has occurred. The only recognized grounds for appeal are:

1. Due process errors involving violations of a student's rights that substantially affected the outcome of the initial hearing.
2. Demonstrated prejudice against the charged student by any panel member. Such prejudice must be evidenced by a conflict of interest, bias, pressure, or influence that precluded a fair and impartial hearing.
3. New information that was not available at the time of the original hearing.
4. A sanction that is extraordinarily disproportionate to the offense committed.
5. The preponderance of the evidence presented at the hearing does not support a finding of "responsible." Appeals based on this consideration will be limited to a review of the record of the initial hearing, and the student will not be invited to appear before the Appeal Committee.

The procedures followed during the appeals process are:

1. The student should file a written letter of appeal to the Office of the Vice President for Faculty Development and Advancement within 10 class days after being notified of the Academic Honor Policy Hearing Panel decision. This letter should outline the grounds for the appeal (see 1-5 above) and should provide supporting facts and relevant documentation.
2. The Academic Honor Policy Appeal Committee will review this letter of appeal and will hear the student and any witnesses called by the student, except in appeals based on consideration #5 above. The committee may also gather any additional information it deems necessary to make a determination in the case. The instructor is not typically involved in the appellate process.
3. The Appeals Committee may affirm, modify, or reverse the initial panel decision, or it may

order a new hearing to be held. This decision becomes final agency action when it is approved by the Provost or designee. In cases where the student is found “responsible,” the decision by the Appeals Committee becomes a confidential student record of academic dishonesty.

4. Appellate decisions are communicated in writing to the student, the instructor, the instructor’s academic unit, the supervising faculty member of a teaching assistant or an adjunct instructor, the Office of the Vice President for Faculty Development and Advancement, the student’s academic dean, the Dean of Students Department, and the Registrar, if necessary, within 30 class days of the appellate hearing.

Academic Honor Policy Committee

An Academic Honor Policy Committee shall be appointed by the University President. The Committee will include three faculty members, selected from a list of six names provided by the Faculty Senate Steering Committee; and three students, selected from a list of six names provided by the Student Senate. The Vice President for Faculty Development and Advancement or designee and the Dean of Students or designee shall serve *ex officio*. Faculty members will serve three-year staggered terms, and students will serve one-year terms. The committee will meet at least once a semester during the academic year. It will monitor the operation and effectiveness of the Academic Honor Policy, work with the Faculty Senate and the Student Senate to educate all members of the community regarding academic integrity, and make recommendations for changes to the policy.

Amendment Procedures

Amendments to the Academic Honor Policy may be initiated by the Academic Honor Policy Committee, the Faculty Senate, the Student Senate, and/or the Vice President for Academic Affairs. Amendments to the policy must be approved by the Faculty Senate, the Student Senate, and the Board of Trustees, as appropriate.

Academic Honor Policy Change – 10-16-19 - Voting Results

Senator	Yes	No	Abstain
Todd Adams, Arts and Sciences	X		
Sudhir Aggarwal, Arts and Sciences	X		
Tom Albrecht-Schmitt, Arts and Sciences			
Enrique Alvarez, Arts and Sciences	X		
Petru Andrei, Engineering			
James Ang, Business			
Jonathan Appelbaum, Medicine	X		
Andrew Askew, Arts and Sciences			
Jennifer Atkins, Fine Arts	X		
Jessica Bahorski, Nursing	X		
Adrian Barbu, Arts and Sciences			
Hank Bass, Arts and Sciences	X		
Allen Bathke, Business	X		
Karen Bearor, Fine Arts	X		
Peter Beerli, Arts and Sciences	X		
Bridgett Birmingham, University Libraries	X		
Deborah Bish, Music	X		
Michael Blaber, Medicine	X		
Ralph Brower, Social Sciences and Public Policy			
Michael Buchler, Music	X		
Gang Chen, Engineering	X		
Eric Chicken, Arts and Sciences	X		
Theodore Chiricos, Criminology and Criminal Justice			
Jeffrey Clark, Business			
Don Compton, Arts and Sciences			
Ming Cui, Human Sciences			
Mary Karen Dahl, Fine Arts			
Petra Doan, Social Sciences and Public Policy	X		
Jamil Drake, Arts and Sciences			
Rob Duarte, Fine Arts	X		
Mike Duncan, Social Sciences and Public Policy	X		
Sean Ehrlich, Social Sciences and Public Policy			
Jack Fiorito, Business	X		
Simon Foo, Engineering			
Heidi Gazelle, Human Sciences	X		
Mary Gerend, Medicine	X		
Robin Goodman, Arts and Sciences	X		
Tarez Graban, Arts and Sciences	X		
Melissa Gross, Communication and Information	X		
Kris Harper, Arts and Sciences	X		
Kimberley Harris, Hospitality, Dedman School of			
Ed Hilinski, Arts and Sciences	X		
Peter Hoeflich, Arts and Sciences			

Academic Honor Policy Change – 10-16-19 - Voting Results

Senator	Yes	No	Abstain
Charlie Hofacker, Business	X		
Patrick Hollis, Engineering	X		
Amy Huber, Fine Arts	X		
Monica Hurdal, Arts and Sciences			
Patrice Iatarola, Education			
Elizabeth Jakubowski, Education	X		
Pascal Jean-Pierre, Medicine	X		
Kathryn Jones, Arts and Sciences	X		
Fengfeng Ke, Education	X		
Colleen Kelley, Arts and Sciences	X		
Danielle Kerr, FSUS			
Eundeok Kim, Entrepreneurship, Jim Moran School of	X		
Bill Landing, Arts and Sciences			
Tahirih Lee, Law			
Sandra Lewis, Education			
Virginia Lewis, Arts and Sciences			
Hui (Helen) Li, Engineering			
Jim Lile, Fine Arts	X		
Jane Lo, Education	X		
Lisa Lyons, Arts and Sciences	X		
Clifford Madsen, Music	X		
Paul Marty, Communication and Information	X		
Chad Marzen, Business			
Cathy McClive, Arts and Sciences			
Christopher Moore, Music			
Richard Morris, Communication and Information			
Jean Munn, Social Work			
Giray Okten, Arts and Sciences	X		
Irene Padavic, Social Sciences and Public Policy	X		
Elizabeth Peters, Arts and Sciences	X		
Kate Petersen, Arts and Sciences			
Jay Rayburn, Communication and Information	X		
Lara Reglero, Arts and Sciences	X		
Laura Reina, Arts and Sciences	X		
Linda Rinaman, Arts and Sciences			
Nancy Rogers, Music	X		
Darin Rokyta, Arts and Sciences	X		
Erin Ryan, Law	X		
Gloria Salazar, Human Sciences	X		
Paromita Sanyal, Social Sciences and Public Policy			
Anastasia Semykina, Social Sciences and Public Policy	X		
Col. Rodney Singleton, Arts and Sciences			
Tatjana Soldat-Jaffe, Arts and Sciences	X		

Academic Honor Policy Change – 10-16-19 - Voting Results

Senator	Yes	No	Abstain
Scott Stagg, Arts and Sciences	X		
Jayne Standley, Music	X		
Nat Stein, Arts and Sciences	X		
Lee Stepina, Business	X		
Robert Stilling, Arts and Sciences			
Philip Sura, Arts and Sciences	X		
Marty Swanbrow Becker, Education	X		
Gary Taylor, Arts and Sciences			
Gary Tyson, Arts and Sciences	X		
Theresa Van Lith, Fine Arts			
Arda Vanli, Engineering	X		
Yang Wang, Arts and Sciences	X		
Hanhan Xue, Education	X		
Xiaojun Yang, Social Sciences and Public Policy	X		
Ming Ye, Arts and Sciences	X		
Thomas Zuehlke, Social Sciences and Public Policy			
Alternates			
Irinel Chiorescu	X		
Jessica Clark	X		
Tarik Dogru	X		
James Palmer	X		
Chad Van Iddekinge	X		
Total	70	0	0

THE CONSTITUTION OF THE FLORIDA STATE UNIVERSITY

(Revised and amended to December 6, 1989) [Amended as of March 13, 2019]

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

Article I Administrative Officers

Section A. The President

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 Advancements 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 Faculty

Section A. Membership

The General Faculty shall consist of those persons that are appointed by the University with the academic rank of Instructor, Assistant Professor, Associate Professor, or Professor 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.

Section B. Jurisdiction

The General 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 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. Faculty Senate Membership

1. Elected faculty members

Only full-time Instructors, Assistant Professors, Associate Professors, and Professors appointed by the University shall be eligible for representation in and election to the Faculty Senate. 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.

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 representative.

The library staff shall be entitled to one elected representative.

Florida State University Schools (FSUS) faculty shall be entitled to one elected representative; members of the Florida State University Schools (FSUS) 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 Faculty Development and Advancement shall submit to the Faculty Senate Coordinator a list of 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. Vice President for Faculty Development and Advancement
- c. Each unit may elect, according to a procedure which 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 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 his or her 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 Vice President for Faculty Development and Advancement, the Dean of Graduate Studies, the Dean of Undergraduate Studies, the dean of each college or school, the University Registrar, the Director of Libraries, and the President of the Student Body. Ex-officio members shall have the privilege of the floor but may not 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 Faculty, the Senate may also formulate its opinion upon 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 President and upon a request by the Board of Trustees, the Faculty Senate will 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. In consultation with the President of the University, it shall determine the agenda for each meeting. It shall provide for the reporting 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.

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 Senate shall be open to members of the General Faculty and other interested parties.
4. The right to address the Faculty Senate shall be granted to any member of the General 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 Secretary of the Senate and shall be distributed to all members of the General Faculty, to all administrative officers, and shall be posted on the Faculty Senate website.

Article V The Colleges and Schools

Subject to the University-wide regulations of 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 The Faculty Members of Colleges or Schools

Section A. Appointment: General Faculty

1. Vice Presidents, the Vice President for Faculty Development and Advancement, 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. Professors, Associate Professors, Assistant Professors, and Instructors 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 his or her designee, in a contract letter.
5. Supplementary appointments to the Graduate Faculty may be given members of the General 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. The Tenure Process: The procedure to be followed when a faculty member becomes eligible for consideration for the status of permanent member shall be as follows:
 - a. Nomination for tenure shall be initiated by an elected faculty committee of the appropriate department or academic unit; a majority of the members 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 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 and 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 the recommendation to the Provost and Executive Vice President for Academic Affairs and 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 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 their 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 the 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 during 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 Nontenured Faculty
 - a. No person employed 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, 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 Departmental 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. An Assistant Professor 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 his or her own expense the benefit of counsel of the faculty member's choice.
- b. Nonreappointment of Nontenured 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 nontenured faculty member. Notice of nonreappointment, or of intention not to reappoint, shall be given in writing in accordance with the following standards: (a) for employees in their first two years of continuous University employment, one full semester prior to the date of termination; (b) for employees with two or more years of continuous service, one full year prior to date of termination.

- c. Immediate Suspension of Tenured or Nontenured Faculty. In flagrant offenses the President of the University may suspend a member of the faculty with pay from performance of his or her duties. Within two days, excluding weekends and official holidays, following such suspension, the President or 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 and 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, he or she will state his or her reasons for doing so in writing to the hearing committee and to the faculty member. The faculty member will 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 any member of the academic staff against influences, from within or without the University, which 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 his or her association with the University.

Furthermore, the faculty member 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 of 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 his or her 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 The 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 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 The Florida State University on May 19, 1948, amended to December 6, 1989. Amended Month Day, Year.

Constitution Change Phase I and II – 10-16-19 - Voting Results

Senator	Yes	No	Abstain
Todd Adams, Arts and Sciences	X		
Sudhir Aggarwal, Arts and Sciences	X		
Tom Albrecht-Schmitt, Arts and Sciences			
Enrique Alvarez, Arts and Sciences	X		
Petru Andrei, Engineering			
James Ang, Business			
Jonathan Appelbaum, Medicine	X		
Andrew Askew, Arts and Sciences			
Jennifer Atkins, Fine Arts	X		
Jessica Bahorski, Nursing	X		
Adrian Barbu, Arts and Sciences			
Hank Bass, Arts and Sciences	X		
Allen Bathke, Business	X		
Karen Bearor, Fine Arts	X		
Peter Beerli, Arts and Sciences	X		
Bridgett Birmingham, University Libraries	X		
Deborah Bish, Music	X		
Michael Blaber, Medicine	X		
Ralph Brower, Social Sciences and Public Policy			
Michael Buchler, Music	X		
Gang Chen, Engineering	X		
Eric Chicken, Arts and Sciences	X		
Theodore Chiricos, Criminology and Criminal Justice			
Jeffrey Clark, Business			
Don Compton, Arts and Sciences			
Ming Cui, Human Sciences			
Mary Karen Dahl, Fine Arts			
Petra Doan, Social Sciences and Public Policy	X		
Jamil Drake, Arts and Sciences			
Rob Duarte, Fine Arts	X		
Mike Duncan, Social Sciences and Public Policy	X		
Sean Ehrlich, Social Sciences and Public Policy			
Jack Fiorito, Business	X		
Simon Foo, Engineering			
Heidi Gazelle, Human Sciences			
Mary Gerend, Medicine	X		
Robin Goodman, Arts and Sciences	X		
Tarez Graban, Arts and Sciences	X		
Melissa Gross, Communication and Information	X		
Kris Harper, Arts and Sciences	X		
Kimberley Harris, Hospitality, Dedman School of			
Ed Hilinski, Arts and Sciences	X		
Peter Hoeflich, Arts and Sciences			

Constitution Change Phase I and II – 10-16-19 - Voting Results

Senator	Yes	No	Abstain
Charlie Hofacker, Business	X		
Patrick Hollis, Engineering	X		
Amy Huber, Fine Arts	X		
Monica Hurdal, Arts and Sciences			
Patrice Iatarola, Education			
Elizabeth Jakubowski, Education	X		
Pascal Jean-Pierre, Medicine	X		
Kathryn Jones, Arts and Sciences	X		
Fengfeng Ke, Education	X		
Colleen Kelley, Arts and Sciences	X		
Danielle Kerr, FSUS			
Eundeok Kim, Entrepreneurship, Jim Moran School of	X		
Bill Landing, Arts and Sciences			
Tahirih Lee, Law			
Sandra Lewis, Education			
Virginia Lewis, Arts and Sciences			
Hui (Helen) Li, Engineering			
Jim Lile, Fine Arts	X		
Jane Lo, Education	X		
Lisa Lyons, Arts and Sciences	X		
Clifford Madsen, Music	X		
Paul Marty, Communication and Information	X		
Chad Marzen, Business			
Cathy McClive, Arts and Sciences			
Christopher Moore, Music			
Richard Morris, Communication and Information			
Jean Munn, Social Work			
Giray Okten, Arts and Sciences	X		
Irene Padavic, Social Sciences and Public Policy	X		
Elizabeth Peters, Arts and Sciences	X		
Kate Petersen, Arts and Sciences			
Jay Rayburn, Communication and Information	X		
Lara Reglero, Arts and Sciences	X		
Laura Reina, Arts and Sciences	X		
Linda Rinaman, Arts and Sciences			
Nancy Rogers, Music	X		
Darin Rokyta, Arts and Sciences	X		
Erin Ryan, Law	X		
Gloria Salazar, Human Sciences			
Paromita Sanyal, Social Sciences and Public Policy			
Anastasia Semykina, Social Sciences and Public Policy	X		
Col. Rodney Singleton, Arts and Sciences			
Tatjana Soldat-Jaffe, Arts and Sciences	X		

Constitution Change Phase I and II – 10-16-19 - Voting Results

Senator	Yes	No	Abstain
Scott Stagg, Arts and Sciences	X		
Jayne Standley, Music	X		
Nat Stein, Arts and Sciences	X		
Lee Stepina, Business	X		
Robert Stilling, Arts and Sciences			
Philip Sura, Arts and Sciences	X		
Marty Swanbrow Becker, Education	X		
Gary Taylor, Arts and Sciences			
Gary Tyson, Arts and Sciences	X		
Theresa Van Lith, Fine Arts			
Arda Vanli, Engineering	X		
Yang Wang, Arts and Sciences	X		
Hanhan Xue, Education	X		
Xiaojun Yang, Social Sciences and Public Policy			
Ming Ye, Arts and Sciences	X		
Thomas Zuehlke, Social Sciences and Public Policy			
Alternates			
Irinel Chiorescu	X		
Jessica Clark	X		
Tarik Dogru	X		
James Palmer	X		
Chad Van Iddekinge	X		
Total	67	0	0