Memorandum of Agreement

On
Management Plan of the College of Engineering

between

Florida A & M University and The Florida State University

Tallahassee Florida

May 19, 2005
Contents

Articles of Agreement

Article 1. Governance of the College
Article 2. Joint Management Council
Article 3. Administration of the College
Article 4. Faculty Appointment, Promotion and Tenure
Article 5. Students and Degrees
Article 6. Curriculum
Article 7. Responsibilities of FAMU and FSU

Signature on Agreement
Memorandum of Agreement on the
Management Plan of the College of Engineering

between

Florida A & M University and The Florida State University

Articles of Agreement

Article 1. Governance of the College

Florida A & M University and Florida State University acknowledge the establishment of the Joint College of Engineering with engineering curricula subdivided into programs and degrees as approved by the Florida Board of Governors.

The Joint College shall be known as the College of Engineering of Florida Agricultural and Mechanical University and Florida State University. The acronym FAMU-FSU may be used as an abbreviated designation of the College.

Article 2. Joint Management Council

The College Joint Management Council consists of the presidents, provosts/vice presidents for academic affairs and vice-presidents for administration of the two universities.

The dean of the College shall be an ex-officio non-voting member of the Joint Management Council.

The Joint Management Council shall function as a policy-making body for the College in all matters except those that are governed by individual University rules, policies and procedures.
The presiding officer of the council shall rotate annually between the two presidents of the partner universities. Meetings shall be held at least once annually and may be called at the request of either president or the dean of engineering.

The Joint Management Council may invite participants to discuss topics and appoint subcommittees to study specific issues.

Article 3. Administration of the College

There is a single dean reporting through the two academic vice presidents to the College Joint Management Council.

The dean is responsible for the planning, administration and operation of engineering programs and supporting units in the College. The dean formulates the budget for the College and secures the funding according to the procedures of each university and the advice of the Joint Management Council. The budget that is designated as the joint engineering budget shall not be reduced without written approval from the Joint Management Council. It shall be maintained in a separate and independent account administered by FAMU. Each university, based on need, may establish a separate budget for the joint college of engineering.

The dean is responsible for appointing College of Engineering faculty, staff and administration within established procedures.

The presidents shall appoint the dean based on the advice of the Joint Management Council who will consider the recommendations of a faculty search committee composed of an equal number of faculty members from the two universities.

Article 4. Faculty Appointment, Promotion and Tenure

Faculty members are appointed by and hold tenure, when earned, in a department of the College of Engineering through one of the two participating universities. Faculty appointed at either university must meet uniform College of Engineering promotion and tenure standards. Upon the recommendations of the elected College of Engineering Promotion and Tenure Committee, the dean shall make promotion and tenure recommendations to the respective universities in accord with their applicable rules and procedures. These rules and procedures shall be consistent, insofar as possible, with existing university rules and procedures, and with collective bargaining agreements.

Faculty members employed by one university are automatically designated "joint college" faculty thereby being considered a faculty member of both universities for purposes of carrying on the teaching, research and service responsibilities of the College and have, except tenure, faculty privileges at both Universities.
Article 5. Students and Degrees

Students are admitted to and graduated from either of the two participating universities. Students choosing to enter an engineering program are first admitted to the Pre-engineering Program consisting of a basic set of science, mathematics, introductory engineering and liberal studies subjects. Admission to an engineering program as an engineering major at the College is made after the student completes satisfactorily a prescribed set of prerequisite courses in mathematics and science at either of the two universities. Performance requirements for these prerequisites shall be set by the College and approved by both universities. These requirements shall be uniform for students at both universities, and will supersede any conflicting university policies.

Registration for courses at the College of Engineering shall be made through the procedures of the University at which the student matriculates. The University registrars shall be the repositories of official records of student performance. All official academic records of students shall be made available to the College of Engineering as permitted by law.

Within the College of Engineering, upon the recommendation of the engineering faculty, the dean may recommend to the Joint Management Council policies and procedures affecting student life with the College of Engineering. Responsibilities for and procedures related to student life outside the College shall be handled through the normal channels of the university in which the student is enrolled.

Upon successful completion of an engineering degree program a student shall receive a diploma from Florida Agricultural and Mechanical University or The Florida State University, which indicates that the degree is awarded by the FAMU-FSU Joint College of Engineering.

The establishment of new degree programs or termination of existing degree programs shall be approved by the Boards of Trustees of both universities, and in the case of doctoral programs, by the Board of Governors as well.

Article 6. Curriculum

There is a single engineering curriculum at the FAMU-FSU College of Engineering specific to each engineering program. All undergraduate degree programs at the College of Engineering shall be established to meet the requirements for accreditation of the Accreditation Board for Engineering and Technology (ABET).

Faculty of the College of Engineering is responsible for developing and implementing the engineering curriculum leading to academic degrees in conjunction with the curriculum committees at the respective universities.

Faculty of each university may teach courses which they are qualified to instruct. Both universities shall honor all courses taught by the College of Engineering for degree credit. Degree curricula, requirements and course descriptions shall be published identically in the bulletins/catalogs of both universities.
Article 7. Responsibilities of FAMU and FSU

The College of Engineering is an integral part of each university. Each university has responsibilities for and obligations to support and maintain the operation of the College of Engineering. The College uses the business and other support services of both universities and is prohibited from developing an autonomous administrative structure that is not responsible to the two universities.

The two universities shall separately agree on the allocation of supporting responsibilities between the two universities. These agreements shall be considered an integral part of this agreement.

The College of Engineering should be regarded as a single entity and the dean is responsible for initiating and ensuring other supports from the universities as the need arises. The Joint Management Council may also establish the additional responsibilities and supports from the universities as needed.


Either University or the dean may propose, when circumstances warrant, amendments or modifications to this agreement. Such proposals should be submitted for consideration and necessary action by the Joint Management Council at least three months preceding the beginning of the fiscal or academic year, as the nature of the proposal demands.

Signature on Agreement

Dr. Castell V. Bryant, Interim President

Dr. T. K. Wetherell, President

Florida A & M University

Florida State University

Tallahassee, Florida

Date: May 19, 2005