



FLORIDA STATE UNIVERSITY
OFFICE OF FACULTY DEVELOPMENT AND ADVANCEMENT

August 17, 2015

MEMORANDUM

To: New Florida State University Faculty

From: Dr. Janet Kistner
Interim Vice President for Faculty Development and Advancement

Subject: Welcome to Florida State University!

We are proud of our institution and happy to have you join us. I hope that your association with the University will be long, productive, and professionally rewarding. I encourage you to explore <http://www.fsu.edu/> as you become more acquainted with Florida State University.

All faculty appointments are subject to the constitution and laws of the State of Florida and the rules and regulations of the Florida Board of Governors, Florida State University Board of Trustees, and Florida State University. Become especially familiar with the University policies on sexual misconduct, outside activities, conflict of interest, and intellectual property. You will find the following links helpful as you become familiar with these and other University policies.

- Office of Faculty Development and Advancement <http://fda.fsu.edu/>
- FSU Policies <http://www.policies.fsu.edu>
- Office of the Provost and Executive Vice President for Academic Affairs <http://provost.fsu.edu/>
- Office of the President <http://president.fsu.edu/>

The *Faculty Handbook* (<http://facultyhandbook.fsu.edu>) provides an overview of the history and administrative structure of Florida State University. It also presents information on various processes and procedures that you will encounter as a faculty member in your academic, administrative, or research roles. I want to direct your attention to several important general and academic policies and procedures that govern your teaching, research, and service activities (see Important Policies and Procedures Memo under University Policies at <http://fda.fsu.edu/General-Faculty-Information>).

Policies governing degree programs and curriculum are found in current editions of the University's *General Bulletin* and *Graduate Bulletin* (<http://registrar.fsu.edu/bulletin/>). Critical points regarding important policies and procedures have been summarized in the attached memorandum. Please do not hesitate to contact me or my staff at 644-6876 at any time for assistance.

cc: President John Thrasher
Interim Provost Sally McRorie