



April 20, 2020

Memorandum from President Murdaugh

The District Board of Trustees of
Tallahassee Community College
444 Appleyard Drive
Tallahassee, FL 32304

The following meeting Agenda and items requiring approval by the District Board of Trustees is provided for your use at the Monday, April 20, 2020 Board Meeting.

The meeting will be held virtually (participant details will be provided to you prior to the meeting). The public may register to attend the meeting at <https://www.tcc.fl.edu/bot-meeting/2020/april/>

Should you have any questions, please contact me.

Sincerely,

A handwritten signature in black ink that reads 'Jim Murdaugh'.

Jim Murdaugh, Ph.D.
President

Agenda
District Board of Trustees
Tallahassee Community College
444 Appleyard Drive
Tallahassee, FL 32308

Virtual Meeting Details are available at
<https://www.tcc.fl.edu/bot-meeting/2020/april/>
Monday, April 20, 2020
Business Meeting – 2:30 PM

CALL TO ORDER

- i. Moment of Silence
- ii. Pledge of Allegiance

COMMENTS

- i. Board Chair
- ii. Board Members
- iii. President

APPROVAL OF MINUTES

1. February 2020 Meeting
Request Board approve minutes as presented.

UNFINISHED BUSINESS

NEW BUSINESS

Approval of Consent Agenda

The consent agenda format is an organization process for meetings that allow the governing board to focus their time and attention on action items that require more elaboration, information, and/or discussion. The intent of the consent agenda is to support efficiency and effectiveness of the meeting.

If a trustee has a question or plans to cast a negative vote regarding a specific recommendation, then the trustee/trustees need to acknowledge their intention to the Chair. This action item will be considered in the regular order of business as an individual action item.

Those action items that the trustees plan to approve without further question or discussion will remain on the consent agenda. Upon the final determination of the consent agenda, a motion, second to the motion, and unanimous approval of the Board of Trustees is needed to approve the action items. Upon approval of the consent agenda, the Board of Trustees will proceed with the remainder of the agenda.

2. Attorney Invoice – January and February
Authorize payment of invoices as presented.
3. Human Resources Report
Approve the report as presented.

4. Sponsored Programs – Provider
Authorize funding for the awards and contracts as presented.
5. Sponsored Programs – Fiscal Agent
Authorize funding for the awards and contracts as presented.
6. Architect Invoices
Authorize payment of architectural invoices as presented.

TCC Foundation

7. TCC Foundation Update
None required. Report provided for information only.
8. TCC Foundation – Gift Acceptance: 100 Laptops
Accept gift as presented.

Academic Affairs

9. Tallahassee Community College and Gadsden Technical Institute Articulation Agreement
That the Board approve the articulation agreement with Gadsden Technical Institute.
10. Academic Curriculum Changes
That the Board approves the recommendation for new programs, program changes, new courses, and course changes as attached.

Administrative Services

11. Construction Manager Services – RFP 2020-03
Approve the recommended list of pre-qualified construction managers for the period of February 20, 2020 to February 19, 2021.
12. Annual SREF Fire, Sanitation and Casualty Inspection
Approve the annual SREF Fire, Sanitation and Casualty Inspection reports in accordance with Florida Statutes.
13. Pre-Qualification of General Contractors
Approve the amended amount authorized for pre-qualified general contractors to bid on projects between \$2,000,000 to \$5,000,000 million dollars, for the period of January 1, 2020 to December 31, 2020.
14. Construction Status Report
Presented as an information item only.

15. Fund Analysis - March

For information only, no Board action required.

PUBLIC COMMENT

PRESIDENT'S REPORT

NEXT MEETING DATE

May 18, 2020

Location: **Main Campus**

ADJOURNMENT

**Minutes
District Board of Trustees
Tallahassee Community College
Ghazvini Center for Healthcare Education
1528 Surgeons Drive
Tallahassee, FL 32308
February 17, 2020
Business Meeting & Workshop – 2:30 PM**

The February 2020 District Board of Trustees meeting was called to order by Chair Lamb at approximately 2:30 p.m.

Members Present: Chair Lamb, Trustees Callaway, Kilpatrick, Moore and Pople

Absent: Trustees Grant & Messersmith **Via phone:** None

Others Present: President Murdaugh, Lenda Kling, Bret Ingerman, Travis Jordan, Alice Maxwell, Mike Robeck, Greg Gibson, Lei Wang, Selina Starling, Calandra Stringer, Kim Moore, Steven Solomon, Summer Dusek, Tracy Woodard, Barbara Wills, Bobby Jones, Bill Spiers, Sheri Rowland, Don Herr, Cherie Hodge, Charlene Reno, Dianna Scherlin, Katie Deal, Nyla Davis, Ayanna Young, Anthony Jones, Kalynda Holton, Gregory Williams, Crystal Shuler, Evelyn Valentine, Scott Balog, E.E. Eunice, and Craig Knox

COMMENTS

- i. Board Chair Lamb asked everyone to stand for a moment of silence and the Pledge of Allegiance. He indicated the calendar unveiling events were enjoyable and the Florida Public Safety Institute (FPSI) African American breakfast speaker was very good. He shared his son was recently honored by Preserve Vision Florida as its 2020 Person of Vision.
- ii. Board Members – Trustees Moore and Kilpatrick acknowledged the work and execution of the TCC Foundation Public Safety Heroes event, indicating it was thrilling that our President was honored. Trustees Callaway and Kilpatrick referenced the high caliber of students and others at TCC. Trustee Pople said the student leads of the Southern Shakespeare play, *A Town Divided*, did an excellent job.
- iii. President Murdaugh thanked the Trustees for attendance at events. He mentioned the forensic team students had recent wins at the state championship and TCC Assistant Forensics Coach Eva Neilsen was named FCSAA Forensics Coach of the Year.

APPROVAL OF MINUTES

1. January 2020 Meeting

Request Board approve minutes as presented.

MOTION: Trustee Moore **SECOND:** Trustee Callaway

Motion passed unanimously.

INFORMATION AND NEWS ITEMS

Director Maxwell introduced news clips for the African American Calendar unveiling, TCC Foundation Public Safety Heroes event, digital rail international honor, Gadsden Connect scholarship, student hometown newspaper stories, Dale Mabry airbase museum plans, Flagler College and TCC partnership, and math champions; in addition to a nursing advertisement.

UNFINISHED BUSINESS

None

PRESENTATIONS

Student Spotlight

Katie Deal shared she enrolled in our RN-BSN program after a career in law enforcement, indicating she chose TCC because of the accessibility of instructors. Crystal Shuler said she enrolled in the radiology technology program after completing her associate degree.

NEW BUSINESS

Approval of Consent Agenda

2. Attorney Invoice – December
Authorize payment of invoice as presented.
3. Human Resources Report
Approve the report as presented.
4. Sponsored Programs – Provider
Authorize funding for the awards and contracts as presented.
5. Sponsored Programs – Fiscal Agent
Authorize funding for the awards and contracts as presented.

Trustee Callaway inquired about the HERC Task Force, with VP Wills stating this is the first year of the statewide task force and we will continue this while Barbara Goldstein is chair.

MOTION: Trustee Moore **SECOND:** Trustee Kilpatrick
Motion passed unanimously.

TCC Foundation

6. TCC Foundation Update
Steven Solomon shared finances are ahead of last year, there is one classroom left and Cleaver and Cork is sold out. He introduced Alison Fleischmann, the new Director of Development.
None required. Report provided for information only.

Administrative Services

7. Pre-qualification of General Contractors
Chair Lamb asked if there were any questions, with none received.

Approve the recommended list of pre-qualified general contractors for the period of January 1, 2020 to December 31, 2020.

MOTION: Trustee Moore **SECOND:** Trustee Kilpatrick
Motion passed unanimously.

8. Recommendation for Architectural Services
Chair Lamb asked if there were any questions, with none received.

Approve the recommended list of Architects as presented.

MOTION: Trustee Kilpatrick **SECOND:** Trustee Moore
Motion passed unanimously.

9. Construction Status Report
Presented as an information item only.

10. Fund Analysis - January
President Murdaugh shared the change in format was at the request of Trustee Grant.
For information only, no Board action required.

Student Affairs

11. Degree in Memoriam for Christen Marie Johnson
VP Rowland recognized the family, providing information on Christen Johnson.

Approve awarding of the degree in memoriam.

MOTION: Trustee Pople **SECOND:** Trustee Moore
Motion passed unanimously.

PUBLIC COMMENT

None

WORKSHOP

Healthcare Professions

Dean Solomon provided an overview of enrollment, retention, completion, licensure and placement rates for all the healthcare programs – sharing most of our students accept jobs locally. President Murdaugh confirmed that records are kept on the reasons students do not continue the program.

Provost Pumariega provided information on projected growth, indicating we have added a program at the Wakulla Center and two (2) programs at Sunshine Medical Health in Gadsden. She shared we are launching a nursing bridge program that will allow credit for prior medical licensure and will be increasing our nursing program by one hundred percent (100%).

President Murdaugh said it takes a lot of hard work to grow a program like this, with Provost Pumariega saying it is courageous to double a program with the current completion rates. President Murdaugh shared his single request to the legislature, on behalf of the college, is for this program.

PRESIDENT’S REPORT

President Murdaugh shared information on the events occurring Wednesday of this week, including the reception in the evening, and the Patriot’s Path announcement on Thursday.

Trustee Moore inquired about an update on Aspen, with Provost Pumariega saying we were selected for a telephone interview later this month. She shared that in May Aspen will announce the top ten (10) for campus interviews. President Murdaugh said if we make the top ten (10), it will be about a year before the final award.

Chair Lamb thanked Trustee Moore for sharing the book she had written.

NEXT MEETING DATE

March 23, 2020 Location: **Florida Public Safety Institute**

ADJOURNMENT

Meeting adjourned at approximately 3:45 p.m.

Minutes approved at the regular meeting of the District Board of Trustees on March 23, 2020.

Eugene Lamb, Jr.
Chair

Jim Murdaugh, Ph.D.
President



April 20, 2020

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Attorney Invoice – January and February

Item Description

Request for approval to pay invoice from Bryant Miller Olive, P.A. for legal services provided related to the collective bargaining process.

Overview and Background

The College engaged Bryant Miller Olive, P.A. for representation during the collective bargaining process.

Past Actions by the Board

The Board of Trustees approved the agreement for these services at the September 19, 2016 Board meeting

Funding/ Financial Implications

Funding is budgeted in Fund 1, the Current Unrestricted Fund. The current amount due is \$4,162.00 for January and \$625.00 for February for a total of \$4,787.00.

Recommended Action

Authorize payment of invoices as presented.



Tallahassee Community College
 Barbara K. Wills, Chief Business Officer, Vice President for
 Administrative Services
 444 Appleyard Drive
 Tallahassee, Florida 32304

Invoice Date: February 11, 2020
 Invoice No. 71383
 Client No. 25480.006

For professional services rendered in connection with Tallahassee
 Community College - Labor and Employment - UFF Bargaining

Purchase Order No. PO-010844

Statement of Legal Services

		Hours	
01/14/2020	JCC Review draft revisions	3.80	
01/14/2020	JCC Telephone conference with client (C. Grause) / UFF bargaining	0.40	
01/14/2020	JCC Analyze first amendment issues (discipline article)	0.80	
01/15/2020	JCC Review UFF initial proposals	0.80	
01/15/2020	JCC Telephone conference with client (C. Grause) / UFF negotiations	0.30	
01/23/2020	JCC Telephone conference with client (C. Grause) / UFF negotiations	0.20	
01/29/2020	JCC Review college proposals	0.50	
01/30/2020	JCC Review UFF proposals	1.30	
01/30/2020	JCC Telephone conference with client (C. Grause) / UFF	0.20	
01/30/2020	JCC Telephone conference with client (C. Grause) / UFF	0.30	
01/31/2020	JCC Travel to Tallahassee	2.00	No Charge
01/31/2020	JCC Conference client and attend UFF negotiations	8.00	
01/31/2020	JCC Travel to Miami	2.00	No Charge
Current Services		16.60	\$4,150.00

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
James C. Crosland	16.60	\$250.00	\$4,150.00

Tallahassee Community College

Invoice Date: February 11, 2020
Invoice No. 71383
Client No. 25480.006

Expenses Incurred

Duplication	12.00
Thru 01/31/2020	<u>\$12.00</u>

Payments

02/05/2020	Payment	ACH rec'd 2/5/20 Invoice 70759	13,267.00
			<u>13,267.00</u>

Total Current Work	<u>\$4,162.00</u>
Previous Balance Due	\$2,400.00
Balance Due	<u>\$6,562.00</u>

Please Reference Client Number On Checks And Wire Transfers

Mail Checks to:
101 North Monroe Street, Suite 900
Tallahassee, FL 32301
850-222-8611 FEIN 59-1315801

Send wire transfers to Capital City Bank, ABA #063100688
for credit to Bryant Miller Olive, Account #2132834901
Thank you for your business

Bryant Miller Olive P.A.

Listing

Date	Prof	Matter ID/Client Sort Matter Description Narrative	Activity Code	Component Task Code	Units	Price	Value	Ext. Amt.
Component: Dup								
01/31/2020	BRR	25480.006/ Tallahassee Community College Tallahassee Community College / L&E / UFF Bargaining Duplication		Dup	48.00	0.25	12.00	12.00
				Component: Dup	<u>48.00</u>		<u>12.00</u>	<u>12.00</u>
				Grand Total:	48.00		\$12.00	\$12.00



Tallahassee Community College
 Barbara K. Wills, Chief Business Officer, Vice President for
 Administrative Services
 444 Appleyard Drive
 Tallahassee, Florida 32304

Invoice Date: March 10, 2020
 Invoice No. 71658
 Client No. 25480.006

For professional services rendered in connection with Tallahassee
 Community College - Labor and Employment - UFF Bargaining

Purchase Order No. PO-010844

Statement of Legal Services

		Hours	
02/07/2020	JCC Review correspondence / proposals	0.30	
02/07/2020	JCC Telephone conference with client (C. Grause) / UFF	0.20	
02/24/2020	JCC Review proposals / preparation for UFF bargaining	1.40	
02/27/2020	JCC Review documents / librarians	0.60	
Current Services		2.50	\$625.00

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
James C. Crosland	2.50	\$250.00	\$625.00

Payments

02/25/2020	Payment	ACH rec'd 2/25/20 Invoice 71248	2,400.00
			2,400.00

Total Current Work	\$625.00
Previous Balance Due	\$4,162.00
Balance Due	\$4,787.00

Tallahassee Community College

Invoice Date: March 10, 2020
Invoice No. 71658
Client No. 25480.006

Please Reference Client Number On Checks And Wire Transfers

Mail Checks to:
101 North Monroe Street, Suite 900
Tallahassee, FL 32301
850-222-8611 FEIN 59-1315801

Send wire transfers to Capital City Bank, ABA #063100688
for credit to Bryant Miller Olive, Account #2132834901
Thank you for your business



April 20, 2020

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Human Resources Report

Item Description

This item requests Board approval for personnel actions.

Overview and Background

Pursuant to College Policy 04-06 and 04-17, the College brings forth a request to approve appointments, separations and outside employment.

Past Actions by the Board

Personnel actions are taken to the District Board of Trustees monthly. The Board has not addressed this item previously.

Funding/ Financial Implications

This item is funded by the 2019-2020 Operating Budget.

Recommended Action

Approve the report as presented.

Original Appointments - Executive, Administrative, Managerial & Professional

Name	Position	Department	Effective Date
Alison Fleischmann	Director of Development	Foundation	February 3, 2020
Trevoris McDaniel	Web Developer	Information Technology	March 2, 2020

Original Appointments - Classified Staff

Name	Position	Department	Effective Date
Jennifer Thompson	Workforce Development Specialist	Workforce Development	February 3, 2020
James Keaton	Custodial Worker	Facilities	February 5, 2020
Elton BURGEST	Graphic Designer	Marketing	February 10, 2020
Javashia Burke	Custodial Worker	Facilities	March 2, 2020
Alton Oliver	Landscaper	Facilities	March 9, 2020
Gregory Taylor	Equipment Mechanic	Facilities	March 9, 2020
Anthony Kelley	Custodial Worker	Facilities	March 23, 2020
Carolyn Wesley	Custodial Worker	Facilities	March 25, 2020

Original Appointments - Faculty

Name	Position	Department	Effective Date
<i>None to Report</i>			

Original Appointments - Contracts & Grants

Name	Position	Department	Effective Date
Lavonne Harvey	Career Development Specialist	Compass 100 DOC Avon Park C.I.	February 4, 2020
David Sneed	Career Development Specialist	Compass 100 DOC Jefferson C.I.	February 5, 2020
Priscilla Johnson	Career Development Specialist	Compass 100 DOC Walton C.I.	February 7, 2020
Vicki Burkett	Career Development Specialist	Compass 100 DOC Polk C.I.	February 19, 2020
Kembriel Robinson	Program Specialist I	DOE - McKay Scholarship	March 23, 2020

Re-Appointments (All Employees)

Name	Position	Department	Effective Date	Prior Position
<i>None to Report</i>				

Drop Retiree Participants (All Employees)

Name	Position	Department	Enrollment Date	End Period
<i>None to Report</i>				

Separations (All Employees)

Name	Position	Department	Effective Date	Separation Type
Curtis Williams	Senior Custodian	Facilities	January 30, 2020	Deceased
Krystal Yernye	Digital Communications Specialist	Marketing	January 31, 2020	Resigned
Lonnie Walker	Maintenance Technician II	Facilities	January 31, 2020	Retired
Aprell Griffin	Cashiering Coordinator	Cashiers Office	February 11, 2020	Resigned
Jill Berger	Executive Assistant	Workforce Development	February 14, 2020	Resigned
Joel Neeley	Director, Budget and Cost Analysis	Contracts and Grants	February 29, 2020	Retired
Shelby Martinez	Teacher Aide	DOC - Central Florida Reception Center	March 13, 2020	Resigned

Outside Employment Requests (All Employees)

Name	Position	Department	Employer	Position
Cara Lickteig	Human Resources Specialist	Human Resources	Publix	Cashier
David Proctor	History Faculty	History and Geography	Osher Life Long Learning	Teacher
Karla Ramirez	Customer Service Representative	McKay Scholarship	Forest Meadows	Cashier/Monitor
Tonya Hardaway	Career Pathways Specialist	Workforce Development	A Turning Point	Monitor

Seeking to Hold Political Office Request (All Employees)

<i>None to Report</i>				
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April 20, 2020

MEMORANDUM

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Sponsored Programs – Provider

Item Description

This item requests that the Board approve the receipt of funding for the listed projects.

Overview and Background

The following are recommended for approval.

I. Receipt, Amendment, Extension of Resources

Florida Department of Education – Troops to Teachers – Amendment 1 and 2

This amendment provides a no-cost extension through April 20, 2020. The amount of the budget remains \$469,657.84 and there is no impact on the deliverables of the grant.

Florida Department of Correction – Vocational Instruction Amendment 1

This amendment provides additional instruction for CTE/GED Preparation and a Success Coach at Gadsden Re-entry. The amendment increases the award by \$80,076.26 for a total of \$688,792.43, including an indirect cost rate of 10%. The funding period remains from 7/1/19 through 6/30/20.

Florida Department of Education – Pathways to Career Opportunities

This project supports The Florida Big Bend Registered Electrical Pre-Apprenticeship program with The Independent Electrical Contractors Florida – West Coast Chapter, Inc. serving 25 students. The amount of the award is \$118,913, with an indirect cost rate of 0%. The funding period is from 7/1/2019 through 6/30/2020. An extension is on the project period is anticipated and will be a future amendment.

National Science Foundation - Collaborative Research: Identifying and Investigating Pathways and Critical Junctures in Two-Year Information Technology Programs

This project supports a partnership between Chipola College, Florida State University, Gulf Coast State College, Florida State College at Jacksonville, and Pensacola State College to review student success in Information Technology programs. Amendment 1 changes the

Principal Investigator to Dr Calandra Stringer. The amount of the award is \$262,347, with a modified indirect cost rate of 42% (\$76,265). The funding period is from 8/1/20 through 7/31/23.

Verizon – Verizon Innovative Learning program for Rural Young Women 2020-2021

This project supports a summer of 2020 program providing STEM instruction to 50 youth. The amount of the award is \$60,000. The funding period is through 8/31/2020.

Tallahassee Community College Foundation – ASPIRE

This pass-through award is provided to support the Local College Access Network (LCAN) activities and initiatives, whose purpose is to ensure all have the opportunity to achieve an education beyond high school. The amount of the award is \$20,000. The funding period is through 6/30/2020.

II. Commitments, Expenditures, Contracts for Service

Florida Division of Emergency Management – Mobile Home Tie-Down program – Storm Ready Services contract amendment.

This amendment increases the services contract by \$365,000 to continue providing services in accordance with the program.

Past Actions by the Board

Florida Department of Education – Troops to Teachers Amendment 1 & 2

Initial award was approved at the November 2019 Board of Trustees meeting.

Florida Department of Correction – Vocational Instruction Amendment 1

Initial contract was approved at the August 2019 Board of Trustees meeting.

Florida Division of Emergency Management – Storm Ready Services

Initial contract was approved at the August 2019 Board of Trustees meeting.

Funding/ Financial Implications

The above projects are established in Fund 2, Restricted Accounts.

Recommended Action

Authorize funding for the awards and contracts as presented.



April 20, 2020

MEMORANDUM

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Sponsored Programs – Fiscal Agent

Item Description

This item requests that the Board approve the receipt of funding for the listed projects.

Overview and Background

The following are recommended for approval.

I. Receipt, Amendment, Extension of Resources

Florida Department of Education – Postsecondary Assessment FY 19-21 – Amendment 4

This amendment clarifies recent budget amendment narrative and increases the pay range available for existing positions. The total budget remains \$802,603, and there is no impact on the deliverables of the grant.

Florida Department of Education – Holocaust Education Task Force FY19-20 – Amendment 1 and 2

These amendments provide basic office equipment for TCC grant employee and additional services to the support of activities related to the Holocaust Education Task Force. The contract amount remains \$92,857.89, and there is no impact on the deliverables of the grant.

Florida Department of Education – Test Development Center – Amendment 1

This amendment provides Professional Contract Services support through June 30. The budget remains \$2,347,261, and there is no impact on the deliverables of the grant.

Florida Department of Transportation – Florida Teen Traffic Safety Program –Amendment 1

This amendment provides contract services for Committee meeting documentation and data analysis. The amount of the budget remains \$282,582, and there is no impact on the deliverables of the grant.

II. Commitments, Expenditures, Contracts for Service

None at this time.

Past Actions by the Board

Florida Department of Education – Postsecondary Assessment FY 19-21 – Amendment 3
Approved at the February 2020 Board of Trustees meeting.

Florida Department of Education – Holocaust Education Task Force FY19-20
Initial award was approved at the February 2020 Board of Trustees meeting.

Florida Department of Education – Test Development Center
Initial award was approved at the August 2019 Board of Trustees meeting.

Florida Department of Transportation – Florida Teen Traffic Safety Program
Initial award was approved at the November 2019 Board of Trustees meeting.

Funding/ Financial Implications

The above projects are established in Fund 2, Restricted Accounts

Recommended Action

Authorize funding for the awards and contracts as presented.



April 20, 2020

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Architect Invoices

Item Description

This item requests that the Board approve the architect invoices submitted for the month(s) of March 2020.

Overview and Background

The College is now under contract with five architectural firms; Architects | Lewis + Whitlock PA, BKJ, Inc. Architecture, Clemons, Rutherford & Associates, Inc., DAG Architects Inc., and Fitzgerald Collaborative Group, LLC to provide architectural and engineering services for projects at all sites and counties. To ensure quality, the five firms will be assigned projects on a rotational basis with standardized hourly fees.

Architects | Lewis + Whitlock, PA - \$52,284.00
BKJ, Inc. Architecture - \$0.00
Clemons, Rutherford & Associates, Inc. - \$0.00
DAG Architects, Inc. - \$0.00
Fitzgerald Collaborative Group, LLC - \$0.00

Past Actions by the Board

The Board last authorized architect invoices at the January 21, 2020 meeting.

Funding/ Financial Implications

The funds for several minor projects (approximately \$1.1 million) were provided in the General Renovations/Remodeling PECO allocations the College received for FY 18/19. Funds for the Master Plans were available in the Capital Improvement fees.

Recommended Action

Authorize payment of architectural invoices as presented.



INVOICE NO. 17320.8.2

TO: Tallahassee Community College Attn: Accounts Payable 444 Appleyard Drive Tallahassee, Florida 32304	Page <u>1</u> of <u>1</u> Pages
	Federal I.D. No: 59-3616761
FROM: <u>Architects: Lewis + Whitlock, P.A.</u> 206 W. Virginia St. Tallahassee, Florida 32301	Purchase Order No: PO-011147-1
	Project Name: Welding Lab - Build-Out
	DATE: 3/17/2020

THE PRESENT STATUS OF THE ACCOUNT IS AS FOLLOWS:

DESCRIPTION	TOTAL FEE	PERCENT COMPLETE	LESS PREVIOUSLY BILLED	TOTAL BILLED	AMOUNT DUE THIS INVOICE
Design Development	\$29,136.00	100%	\$29,136.00	\$29,136.00	\$0.00
100% Construction Documents	\$43,704.00	100%	\$0.00	\$43,704.00	\$43,704.00
Bid / Permitting	\$4,856.00	0%	\$0.00	\$0.00	\$0.00
Construction Administration	\$19,424.00	0%	\$0.00	\$0.00	\$0.00
Reimbursements - Printing	\$690.00	100%	\$40.00	\$690.00	\$650.00
GRAND TOTALS	\$97,810.00		\$29,176.00	\$73,530.00	\$44,354.00
Invoice Total					\$44,354.00
* Amount payable directly to: ()					
* Amount payable directly to: ()					*

CERTIFIED TRUE AND CORRECT BY:

Rodney L. Lewis, Principal

(Signature of Principal)

(Typed Name and Title)



INVOICE NO. 17320.9.1

TO: Tallahassee Community College Attn: Accounts Payable 444 Appleyard Drive Tallahassee, Florida 32304	Page <u>1</u> of <u>1</u> Pages Federal I.D. No: 59-3616761
FROM: Architects: Lewis + Whitlock, P.A. 206 W. Virginia St. Tallahassee, Florida 32301	Purchase Order No: PO-011650 Project Name: TCC Innovation Center - 2nd Floor Improvement Study DATE: 3/30/2020

THE PRESENT STATUS OF THE ACCOUNT IS AS FOLLOWS:

DESCRIPTION	TOTAL FEE	PERCENT COMPLETE	LESS PREVIOUSLY BILLED	TOTAL BILLED	AMOUNT DUE THIS INVOICE
2nd Floor Study	\$7,930.00	100%	\$0.00	\$7,930.00	\$7,930.00
GRAND TOTALS	\$7,930.00		\$0.00	\$7,930.00	\$7,930.00
Invoice Total					\$7,930.00
* Amount payable directly to: ()					
* Amount payable directly to: ()					*

CERTIFIED TRUE AND CORRECT BY:

Rodney L. Lewis, Principal

(Signature of Principal)

(Typed Name and Title)



April 20, 2020

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Heather Mitchell
Vice President for Institutional Advancement and Executive Director of the TCC
Foundation

SUBJECT: TCC Foundation Update

Item Description

The following is an update of the events planned and initiatives & activities undertaken by the TCC Foundation.

Overview and Background

Attached is a report of funds raised by the TCC Foundation to date for the current fiscal year. The report includes a summary of total funds received, giving summary by designated area, number of donors and number of gifts.

Past Actions by the Board

The District Board of Trustees receives a Foundation update at every Board Meeting.

Funding/ Financial Implications

There are no Funding/Financial implications arising from this standard monthly report.

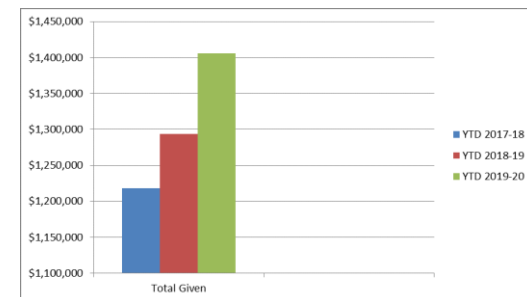
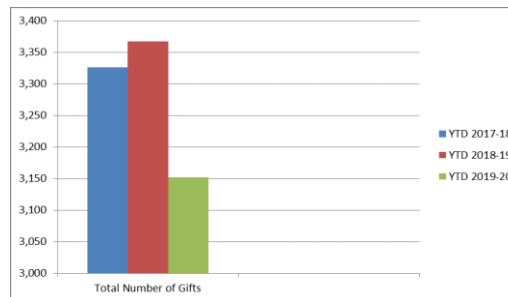
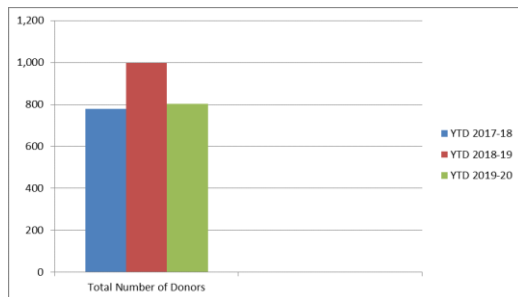
Recommended Action

None required. Report provided for information only.

TCC Foundation - Financial Update FY 19/20 July - March

		YTD 17/18	YTD 18/19	YTD 19/20
TCC Foundation	Total Received	\$1,218,001	\$1,293,495	\$1,405,598
	Scholarship amount	\$479,565	\$388,586	\$543,251
	Program support amount	\$458,670	\$571,921	\$457,665
	Facility support amount	\$163,710	\$192,850	\$261,849
	Unrestricted support amount	\$116,056	\$140,138	\$142,833
	Number of Donors	780	997	850
	Number of Gifts	3,326	3,367	3,152
	Net assets of the TCC Foundation	\$17,207,667	\$17,430,631	\$17,655,723

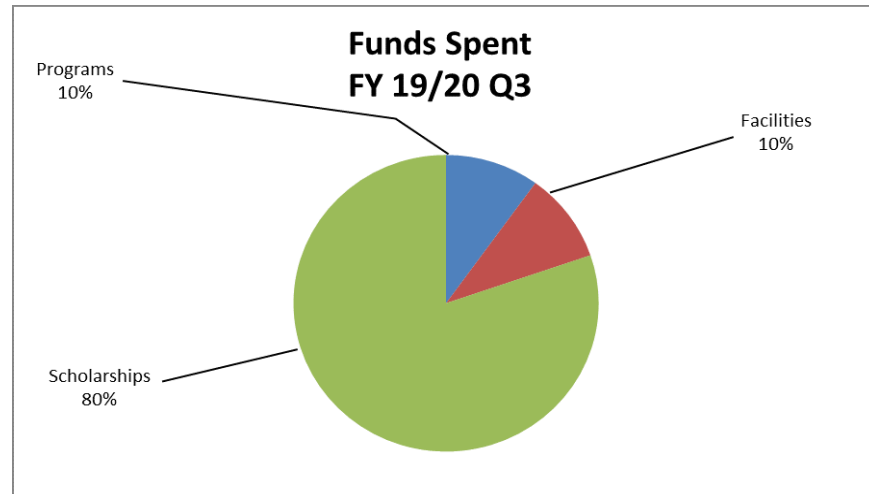
		YTD 17/18	YTD 18/19	YTD 19/20
TCC Foundation	Cash	\$1,191,451	\$1,187,556	\$1,373,598
	Gift in Kind	\$26,550	\$105,939	\$32,000
	Planned Gifts	\$0	\$0	\$55,000
	Total Raised - Pledges Received	\$21,500	\$96,623	\$112,555
	Grants Received			30 grants total \$6,280,238
	Grants Applied For			33 grants total \$30,359,967
	Pledges Expected by 6/30/2020			\$482,774



TCC Foundation - Funds Spent FY 19/20

Funds Spent FY 2019-2020 Third Quarter

Fund Category	Amount Spent
Facilities	\$35,554
Programs	\$35,011
Scholarships	\$286,548
Total	\$357,113





April 20, 2020

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Heather Mitchell
Vice President for Institutional Advancement and Executive Director of the TCC
Foundation

SUBJECT: TCC Foundation – Gift Acceptance: 100 Laptops

Item Description

The following is a request for the TCC District Board of Trustees to consider accepting items donated to TCC Foundation for use by the College.

Overview and Background

Per TCC Policy 03-12, gifts of real property or equipment intended for use by the College or Foundation must be approved by the President prior to acceptance.

Funding/ Financial Implications

Gifts must be presented to the TCC District Board of Trustees for a vote of acceptance by the College.

Past Actions by the Board

There are no Funding/Financial implications arising from gift.

Recommended Action

Accept gift as presented.



MEMORANDUM

TO: Dr. Jim Murdaugh, President, Tallahassee Community College
FROM: Heather Mitchell, Vice President for Resource Development
Executive Director, TCC Foundation
DATE: April 6, 2020
RE: Gift Acceptance – 100 Laptops

The TCC Foundation has purchased – through funds raised in its #EagleRelief: SOS Campaign – 100 laptops for student use.

These are Acer Chromebooks, that come equipped with a camera, microphone and wifi access so that students can use them for their remote learning. We have worked with the Provost on this project, and they have developed a process for how these will be distributed.

The Foundation would like to transfer these laptops to the College.



April 20, 2020

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Madeline Pumariega, M.Ed.
Executive Vice President and Provost

SUBJECT: Tallahassee Community College and Gadsden Technical Institute Articulation Agreement

Item Description

This item presents an agreement between Tallahassee Community College (TCC) and Gadsden Technical Institute (GTI) to enhance partnerships and career pathways.

Overview and Background

This agreement establishes an opportunity for GTI students to participate in TCC's Healthcare Professions to RN Transition program in an accelerated format. Students who have completed their Practical Nursing program (LPN) at GTI will receive 10 hours of college credit towards TCC's RN program. There is no cost for the 10 hours of college credit. The first cohort of students are expected to be admitted Summer 2020.

Funding/ Financial Implications

None

Past Actions by the Board

The Board has approved articulation agreements with Gadsden Technical Institute in the past.

Recommended Action

That the Board approve the articulation agreement with Gadsden Technical Institute.

Articulation Agreement Between

**TALLAHASSEE COMMUNITY
COLLEGE
Healthcare Professions to RN
Transition Program**

**Gadsden Technical Institute
Nursing (LPN) Program**

This Memorandum of Understanding (hereinafter referred to as the “MOU”) dated as signed between Tallahassee Community College (hereinafter referred to as “TCC”) and Gadsden Technical Institute (hereinafter referred to as “GTI”) establishes a Healthcare Professions to RN Transition program (hereinafter referred to as the “Program”) that will extend 10 hours of college credit at no cost to eligible students who have completed the Practical Nursing (LPN) program through GTI’s Gadsden Center for Health Education. Upon successful completion of all course work the 10 hours of college credit will be applied in order to satisfy requirements for graduation.

EDUCATIONAL PROGRAM

TCC and GTI faculty and staff with responsibility for the supervision and coordination of the Nursing programs have assessed the adequacy of the documentation and determined that the learning outcomes, performance standards, and assessment procedures for GTI’s Practical Nursing program meet the standards for college credit course work and that the learning outcomes are consistent with the course work in the AS degree being articulated. Furthermore, GTI’s Practical Nursing program courses are taught by faculty who have a minimum of a BS/BA degree in the required discipline area.

TRANSFER PROCESS

For admission into the Healthcare Profession to RN Transition program, students must:

- Complete all of the required Nursing program prerequisites.
- Provide documentation of an active and unencumbered Florida license as a Practical Nurse
- Meet all of the application requirements as established for the Healthcare Professions to RN Transition program in the Tallahassee Community College Catalog.

Prior to submitting the application for admission, students must complete all prerequisite courses and the Health Education Systems, Inc. Admission Assessment (HESI A2).

Applicants are awarded points based on grade point average and HESI-A2. These points are used to determine entry into the AS nursing program.

- **Grade Point Average ([GPA for Nursing](#))**. Students must earn a grade of C or better in each prerequisite course and have an overall minimum prerequisite GPA of 2.5. Points are earned by multiplying the GPA x 10. For example, a student earning a 3.2 GPA would earn 32 points towards admission (e.g., $3.2 \times 10 = 32$). The maximum number of points granted for GPA is 40.
- **HESI A2**. A minimum score of 75% on each subtest of the HESI A2 is required to be considered for admission. The test scores are translated into points. For example, a score of 81% provides 81 points toward admission. Only scores on the following subtests are considered for admission: reading, vocabulary, grammar, and math.

Students may earn additional points by achieving certain subtest scores. The score ranges required to earn additional points for a subtest are as follows:

- 80.0-89.99% = 3 additional points
- 90.0-100% = 5 additional points

A total of 20 additional points toward admission may be earned in this manner.

The total number of possible points = 120

The points earned from the HESI A2 and GPA are added together, and this total determines who is offered admission. The total maximum points possible = 160.

If two or more students have an equal number of points, residents of TCC's service district, veterans and students who have completed all the corequisite non-nursing courses will receive first consideration. Corequisites include one General Education [Humanities State Core](#) course, plus [MCB2004 General Microbiology](#) and [MCB2004L Microbiology Laboratory](#).

ADDITIONAL REQUIREMENTS:

In addition to the above requirements, students must also do the following:

1. Applicants must be at least 18 years of age and meet all admission requirements of the College.
2. Submit a completed Tallahassee Community College application for admission, satisfy the requirements for Degree-Seeking Status, including submission of all official transcripts, declare a major in the Healthcare Professions to R.N., A.S. Degree program, and be in Active Student Status.
 - Complete the Tallahassee Community College Student Orientation.
 - Submit a program application to the Healthcare Professions to RN Transition program. Students must include a current and valid copy of their LPN Certification and have an active Florida license.

- ▯ If selected for the program, student must confirm seat, complete compliance, and attend program orientation.
- ▯ Upon verifying the required documentation, the Healthcare Professions Advisor will confirm eligibility, and notify the Registrar's Office of acceptable credit to be awarded.

TERMS OF AGREEMENT

This agreement shall be reviewed and evaluated biannually. It shall remain in effect from March 2020 until either party identifies a need for revision or terminates this agreement with thirty days written notice.

Date	Chair, Tallahassee District Board of Trustees, Tallahassee Community College
Date	President, Tallahassee Community College
Date	Chair, School Board Gadsden County School Board
Date	Superintendent, Gadsden County School District



April 20, 2020

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Madeline Pumariega, M.Ed.
Executive Vice President and Provost

SUBJECT: Academic Curriculum Changes

Item Description

This item presents proposed new programs, program changes, new courses, and course changes.

Overview and Background

The Curriculum and Innovation Committee members review and make recommendations for Board approval for new program and courses. Due to changes by the State Board of Education as well as the revision of programs to meet workforce demands, there are several changes that are being proposed.

The College is proposing a new Cyber Security A.S. degree to meet the need for professionals to develop new ways to combat cyber threats and defend against spamming, phishing, malware, viruses, and other information security threats that are important to our community. There is a projected 38% growth for the state of Florida according to the Department of Economic Opportunity. This new program will lead to an industry certification. The College is also proposing to revise the Entrepreneurship College Credit Certificate program. The revised program will provide students the opportunity to develop business plans as well as become knowledgeable in policy and accounting, and taxation to become successful entrepreneurs.

TCC is also proposing two new courses to meet the local demand for trained professionals in the Hemp Industry. Students will learn the biology and plant science of cannabis plants and they will learn Florida policy and regulation related to the Hemp Industry. The new courses will become part of a Hemp College Credit Certificate program which is under development. Additionally, TCC is proposing two new courses to introduce students to Drone Technology. Students will learn to build and repair unmanned systems as well as the multiple applications and industries that utilize unmanned systems technology. The new courses will become part of a Drone Technology A.S. degree which is under development.

Funding/ Financial Implications

None

Past Actions by the Board

The Board approves the new programs, program changes, new courses, and course changes each year.

Recommended Action

That the Board approves the recommendation for new programs, program changes, new courses, and course changes as attached.

NEW PROGRAM

Cyber Security, A.S. (60 credit hours)

TCC is proposing an Associate in Science degree in Cyber Security to meet the need for professionals to develop new ways to combat cyber threats and defend against spamming, phishing, malware, viruses, and other information security threats that are important to our community. There is a projected 38% growth for the state of Florida according to the Department of Economic Opportunity. The median hourly wage is \$43.00 per hour. There are industry certifications for this program associated with the new courses for this degree.

General Education courses:

- ENC1101 College Composition (3)
- Humanities State Core (3)
- Mathematics State Core (3)
- Natural Sciences State Core (3)
- Social Sciences State Core (3)

Program Courses:

- CGS1000 Introduction to Computer Technology (3)
- CIS2352 Ethical Hacking (3)
- CNT2401 Introduction to Network Security (3)
- CIS2381 Computer Hacker Forensic Investigator (3)
- CTS2123 Network Defense Counter Measures (3)
- CTS1131 Microcomputer Architecture (3)
- CET1600 Open System Architecture I (3)
- CET1610 Open System Architecture II (3)
- CET2615 Open System Architecture III (3)
- CET2620 Open System Architecture IV (3)
- CGS2540 Database Concepts (3)
- CTS2311 Introduction to Linux (3)
- CJL2130 Criminal Evidence and Procedure (3)
- CCJ1600 Deviant Behavior (3)
- COP1000 Programming Concepts (3)

PROGRAM CHANGES

Network Security: Cyber Forensics Certificate (30 credit hours)

Based on recommendations from local employers on the Network Security Advisory Board, TCC is proposing to remove a course that has out-of-date content and to add a course to provide students with relevant content on network security.

Add courses:

CET2615 Open Systems Architecture III (3)

Delete courses:

CTS1134 Networking and Telecommunication (3)

Network Infrastructure Certificate (21 credit hours)

Based on recommendations from local employers on the Network Security Advisory Board, TCC is proposing to remove a course that has out-of-date content and to add a course to provide students with an introduction to network security as they start the certificate program.

Add courses:

CNT2401 Introduction to Network Security (3)

Delete courses:

CTS1134 Networking and Telecommunication (3)

Network Support Technician Certificate (21 credit hours)

Based on recommendations from local employers on the Network Security Advisory Board, TCC is proposing to remove a course that has out-of-date content and to add a course to provide students with relevant content on network security.

Add courses:

CET2615 Open System Architecture III (3)

Delete courses:

CTS1134 Networking and Telecommunication (3)

Network Systems Technology, A.S. (60 credit hours)

Based on recommendations from local employers on the Network Security Advisory Board, TCC is proposing to add and remove courses in order to provide relevant content on network security. The changes are also to move the required courses into the new Cyber Security A.S. degree and to focus this program on network security.

Add Program courses:

CET2615 Open System Architecture III (3)
CET2620 Open System Architecture IV (3)
CGS2540 Database Concepts (3)
MAR1350 Marketing the Individual (3)

Add Elective courses:

CIS2352 Ethical Hacking (3)
CIS2381 Computer Hacker Forensic Investigator (F3)
CTS2123 Network Defense and Counter Measures (3)
CGS1820 Web Page Authoring (3)
Any COP course (3)
CTS2225C Microsoft Specialist: Excel (3)
CTS2401C Microsoft Specialist: Access (3)
IDS2941 Technology and Professional Programs Internship (3)

Delete Program courses:

CTS1134 Networking and Telecommunication (3)
CIS2352 Ethical Hacking (3)
CIS2381 Computer Hacker Forensic Investigator (3)
CTS2123 Network Defense and Counter Measures (3)

Delete Elective courses:

MAN2021 Intro to Management (3)
COP2220 C++ Programming (3)

Computer Programming and Analysis Certificate (33 credit hours)

Based on recommendations from local employers on the Computer Programming Advisory Board, TCC is proposing to add an intermediate programming course in order to better prepare students for the workforce and remove the introduction course which repeats content from a current course in the program.

Add courses:

COP2360 Introduction to C# Programming (3)

Delete courses:

CGS1000 Introduction to Computer Technology (3)

Computer Programming Specialist Certificate (33 credit hours)

Based on recommendations from local employers on the Computer Programming Advisory Board, TCC is proposing to add an intermediate programming course in order to better prepare students for the workforce and remove the introduction course which repeats content from a current course in the program.

Add courses:

COP2360 Introduction to C# Programming (3)

Delete courses:

CGS1000 Introduction to Computer Technology (3)

Business Entrepreneurship Certificate (12 credit hours)

TCC is proposing to make revisions to the program to better meet students' needs. This program will provide an innovative approach to entrepreneurial education to springboard our students to success and our service area to economic revitalization. The program removes electives and provides a very prescriptive pathway to prepare students to become successful entrepreneurs.

Proposed Program Title Change: Entrepreneurship

Add Program courses:

ENT2430 Legal Environment for Entrepreneurs (3)

ENT2411 Accounting and Taxation for Entrepreneurs (3)

CGS2069 Starting a Business on the Internet (3)

Delete Program courses:

ACG2021 Financial Accounting (3)

Delete Elective courses:

MAR2011 Principles of Marketing (3)

MAN2021 Introduction to Management (3)

GEB1011 Introduction to Business (3)

MNA2130 Business Communication (3)

MNA1161 Introduction to Customer Service (3)

PROGRAM DELETIONS

Based on review of curriculum content and assessment, the Help Desk/Technical Support programs are recommended for deletion. The programs no longer lead to employment in our local community. The Surgical Technology Specialist Certificate program is being proposed for deletion based on the Surgical Technology Accreditation requirement. Students will be required to obtain an AS degree and will no longer be employable with a certificate.

Help Desk/Technical Support, A.S.

Help Desk/Technical Support Certificate

Surgical Technology Specialist Certificate

NEW COURSES

Course ID	Course Name	Rationale for New Course
ENT2430	Legal Environment for Entrepreneurs	New course for Entrepreneurship Certificate program revision.
ENT2411	Accounting and Taxation for Entrepreneurs	New course for Entrepreneurship Certificate program revision.
ASC1560	Introduction to Unmanned Aerial Systems (UAS)	New course to introduce students to Drone Technology.
ASC1564	Unmanned Aerial Systems Mission Applications	New course to introduce students to Drone Technology.
CCJ2765	Cannabis Law and Regulation	New course to meet the market demand for trained professions in the Hemp industry.
PLS1101	Introduction to Cannabis Plant Science	New course to meet the market demand for trained professions in the Hemp industry.
CHM1020L	Chemistry for General Education Lab	Adding a non-majors chemistry lab to satisfy FSU lab requirement, currently students enroll in majors chemistry.

COURSE DELETIONS

Course ID	Course Name	Rationale for Course Deletion
CGS1555	Internet	This course is recommended for deletion because the content is no longer relevant to students entering the workforce.
GRA2512C	Corporate Identity	This course is recommended for deletion because the content is no longer relevant to students entering the workforce.
GRA2100	Cg Characters Production	This course is recommended for deletion because the content is no longer relevant to students entering the workforce.
CGS2560	Introduction to Operating Systems	Course was part of a technical certificate that was deleted.
COP1332	Intro to VB.Net Programming	Course was part of a technical certificate that was deleted.
CTS1134	Networking and Telecommunication	Course was part of a technical certificate that was deleted.

COURSE REVISIONS

Course ID	Course Name	Type of Change	Current	Proposed	Rationale for Change
GRA1111C	Graphic Design I	Co-requisite	ART1201C	None	Remove barrier for course registration. Content was not relevant to be successful in the course.
GRA2103C	Computer Based Design I	Co-requisite	GRA2121	None	Remove barrier for course registration. Content was not relevant to be successful in the course.
GRA215C	Computer Based Design II	Co-requisite	GRA2121	None	Remove barrier for course registration. Content was not relevant to be successful in the course.
DIG2000	Intro to Digital Media	Contact Hour	4	3	Contact hour change to align credit and contact hours.
COP1000	Programming Concepts	Course Description	This course is designed to give students an understanding of Python programming language to expose students to applications where Python programming is effective such as application development, scripting, systems administration. Python has easy to understand syntax which allows	This is a computer literacy course designed for students interested in becoming computer programmers. In addition to literacy concepts such as basic terminology, the evolution of programming and of the computer, subjects related to creating more	The new course format will help students explore the benefits and limitations of the study of programming.

			programmers to develop programs faster and more efficiently. Due to Python's ease of use, students will gain expertise with many details of the language as well as programming fundamentals.	proficient programming students will be introduced. These topics include file management, the various purposes of current languages, program design tools and approaches, and the current outlook for programming professionals. In addition, basic problem solving using simple code structures will be introduced using the Python language.	
CNT2401	Introduction to Network Security	Pre-requisite	CGS1060	CGS1000	Prerequisite change to better align the skills needed for the course.
CET1600	Open System Architecture I	Course Title	Open System Architecture I	Introduction to Networks	Name change to better reflect the purpose of the course.
CET1610	Open System Architecture II	Course Title	Open System Architecture II	Switching, Routing, and Wireless Essentials	Name change to better reflect the purpose of the course.
CET2615	Open System Architecture III	Course Title	Open System Architecture III	Enterprise Networking, Security, and Automation	Name change to better reflect the purpose of the course.
CET2620	Open System Architecture IV	Course Title	Open System Architecture IV	The Internet of Things	Name change to better reflect the purpose of the course.

CTS1131	Microcomputer Architecture	Course Title	Microcomputer Architecture	PC Maintenance	Name change to better reflect the purpose of the course.
CGS1000	Introduction to Computer Technology	Course Description	<p>Overview of major fields within the computer technology area. Concepts and terminology from computer programming, computer networking, multimedia and other areas will be covered. Hands-on exercises are included with lecture material. The student is provided with a background in the major computer technology fields and can use this course to help pursue a career in a specific field of interest or to simply become more aware of today's trends.</p>	<p>This course has no specific prerequisites. The course is aimed at those considering a career in IT and computer-related fields. This class is designed to help students acquire the knowledge and skills to set up and use a computer securely and keep it in good working order as well as provide informal support for simple computer networks. The course will also assist in preparation of the CompTIA IT Fundamentals certification exam as well as for future IT certification exams.</p>	<p>CompTIA exam sets the stage for students to take future CompTIA/industry exams.</p>
CGS1060	Computer and Internet Literacy	Course Description	<p>This course builds on previous computer experience covering a broad range of computing knowledge and</p>	<p>This course teaches important computer and digital technology concepts and skills necessary to</p>	<p>Focusing on cloud-based G-Suite – production software will enable students with any type of hardware to learn how to leverage</p>

			<p>skills that proves competency in the following areas: computer hardware and software fundamentals (including the use of Windows), key productivity applications (including network fundamentals, e-mails, and the effective use of the Internet as a communication tool and information resource). Collectively, these areas are known as IC3 digital literacy skills and are recognized globally with IC3 certification that can be obtained in this class. Students will develop computer skills to aid them with college studies and workforce readiness.</p>	<p>succeed in careers and in life. Course topics range from computer literacy basics, to today's current technologies, to the information systems on which today's businesses and organizations depend. This course is designed to provide relevant technology coverage for all degree programs.</p>	<p>production software.</p>
COP2805	Java Programming II	Course Description	<p>This is a second-semester course in Java programming, designed as a follow-on to COP2800. Topics include applets, interfaces, packages, properties, exception</p>	<p>This course is a second semester course in Java programming designed as a follow-up to COP2800. Topics include Graphical User Interface (GUI) programming using JavaFX,</p>	<p>To provide a description of the current topics related to Java Programming.</p>

			<p>handling, native methods, multimedia mechanisms, multithreading and networking capabilities, and continuation of Java's object-oriented features with emphasis on class implementation. Advanced graphical user interface design using Java's swing package with emphasis on event handling by use and development of Java beans, database and network applications.</p>	<p>Java generics and collections (lists, stacks, queues, maps, and sets), text and binary I/O, database programming, along with a continuation of object-oriented programming.</p>	
SBM2000	Introduction to Entrepreneurship	Pre-requisite and Course Description	<p>Pre-requisite: document exemption, appropriate placement scores, or completion of Dev. Ed. Reading, writing and mathematics</p> <p>Course Description: An overview of the role of entrepreneurial business with special emphasis on practical applications and activities related to solving problems in entrepreneurship. Nonbusiness</p>	<p>Pre-requisite: none</p> <p>Course Description: Introduction to the study of starting a new business from the viewpoint of the entrepreneur. You will be introduced to entrepreneurial concepts; developing entrepreneurial resources; understanding accounting concepts for small businesses and startups;</p>	<p>To provide students with the opportunity to enroll in the course upon entering the college because no pre-requisite knowledge is needed. The description is being changed to align with the revised program.</p>

			<p>majors evaluate the skills and commitment required for planning the marketing, financial and managerial activities of a small business. Topics include opportunity recognition and development, feasibility studies, customer service, and fundamentals of business plan development.</p>	<p>demonstrating money management skills; describing and conducting business records management; planning and developing marketing, promotional, and pricing strategies; analyzing business risk; and identifying and analyzing legal considerations. Emphasis is on the effective establishment of a new enterprise and the starting management of a small business.</p>	
CHM1030	General Chemistry for Allied Health	Course Number	CHM1030	CHM1032	<p>This proposed change reverts the course number to that of a one semester General Organic and Biochemistry course. TCC changed the course number and added CHM1031L to accommodate an AS program which no longer exists. CHM1031 and CHM1031L have been removed from the catalog. It is</p>

					appropriate to change the number to correspond to the lecture course number change.
CHM1030L	General Chemistry for Allied Health Lab	Course Number	CHM1030L	CHM1032L	This proposed change reverts the course number to that of a one semester General Organic and Biochemistry course. TCC changed the course number and added CHM1031L to accommodate an AS program which no longer exists. CHM1031 and CHM1031L have been removed from the catalog. It is appropriate to change the number change. The addition of a General Chemistry for Liberal Studies Laboratory to parallel the Liberal studies lecture will allow dropping of the CHM1020 references.



April 20, 2020

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Construction Manager Services – RFP 2020-03

Item Description

This item requests approval from the District Board of Trustees for the list of recommended Construction Managers for TCC construction projects estimated to cost up to \$2 million dollars for the period of February 20, 2020 to February 19, 2021.

Overview and Background

The District Board of Trustees approved a process that required construction managers to meet specific criteria before being invited to bid on TCC renovation, remodeling or new construction projects within the threshold amounts. These criteria are outlined in Section 4.1(9) of the State Requirements for Educational Facilities and related Florida Statutes.

The College received complete and acceptable submittals from 9 vendors as a result of its Request for Proposals (RFP). Based on the criteria outlined in the RFP, the submittals were evaluated by a knowledgeable committee consisting of the College's Director of Facilities, Planning and Construction; the College's Construction Manager and the College's Facilities Administrator.

Based on the documentation submitted, all of the following vendors meet the minimum requirements set by the College and are recommended for approval to be eligible to submit bid proposals for projects scheduled during the upcoming year:

Allstate Construction, Inc.
Childers Construction Company
Cook Brothers, Inc.
Mad Dog Construction
OmniCon, Corp.
Rippee Construction, Inc.
RAM Construction & Development, LLC
Riley Palmer Construction Company, Inc.
Shaffield Building Specialties

Funding/ Financial Implications

Construction projects will be funded by PECO funds, TCC local funds, or other funds as approved by the Board of Trustees.

Past Actions by the Board

The District Board of Trustees last approved the list of recommended construction managers on February 18, 2019.

Recommended Action

Approve the recommended list of pre-qualified construction managers for the period of February 20, 2020 to February 19, 2021.



April 20, 2020

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Annual SREF Fire, Sanitation and Casualty Inspection

Item Description

This item requests approval of the annual SREF Fire, Sanitation and Casualty Inspection reports.

Overview and Background

The State Requirements for Educational Facilities (SREF) and Florida Statutes mandate that the College perform an annual safety inspection for all TCC sites and facilities. During the current FY 2019/20 the following deficiencies were noted for each site.

Main Campus had 6 deficiencies in the Fire and Life Safety category and 6 deficiencies in the Casualty section. All of them have been addressed. Four of the six casualty deficiencies were related to aging asphalt and concrete.

Florida Public Safety Institute had 2 deficiencies noted in the Casualty section and they have both been resolved.

TCC Satellites had 2 Fire and Life Safety deficiencies at the Center for Innovation and 1 Casualty issue at the Ghazvini Center for Healthcare Education. Both have been resolved.

The Gadsden Center (the Woodham Justice Center) was inspected but has been disposed of so it is no longer an issue with SREF.

Funding/ Financial Implications

All costs incurred to correct deficiencies are funded from the Facilities operating budget and PECO funds as needed.

Past Actions by the Board

The District Board of Trustees last approved the annual SREF report at the May 20, 2019 meeting.

Recommended Action

Approve the annual SREF Fire, Sanitation and Casualty Inspection reports in accordance with Florida Statutes.

**ANNUAL COMPREHENSIVE SAFETY INSPECTION REPORT
STATE BOARD OF EDUCATION
ADMINISTRATIVE RULE - SREF 2014 & F.A.C. 69A-58
FISCAL YEAR 2019-2020**

College Facility: Tallahassee Community College FIRE DISTRICT: Tallahassee
SCHOOL / FACILITY: Main Campus & Off Site Facilities
ADDRESS: 444 Appleyard Drive, Tallahassee, FL 32304

OF SERIOUS FIRE SAFETY VIOLATIONS 0

OF NON-SERIOUS FIRE SAFETY VIOLATIONS 6

FIRE DISTRICT FIRE SAFETY INSPECTOR NAME PRINTED (IF JOINT INSPECTION)

Rich Carter (Municipal Fire Safety Inspector)
COLLEGE BOARD FIRESAFETY INSPECTOR NAME PRINTED

November 13, 2019
INSPECTION DATE

FIRE DISTRICT FIRE SAFETY INSPECTOR SIGNATURE (IF JOINT INSPECTION)

Fire Prevention Specialists, Inc., 609 Gina Lane, Melbourne, FL 32940 321-757-7205
INSPECTOR ADDRESS & PHONE NUMBER

SIGNATURE DATE FIRE INSPECTOR CERTIFICATION NUMBER

Richard Carter 11/20/2019
COLLEGE BOARD FIRE SAFETY INSPECTOR SIGNATURE / DATE

105523
FIRE INSPECTOR CERTIFICATION NUMBER

LOCATION:

Deficiency locations will be identified by a building number followed by the room number (e.g. 2-505 or 1-133A). These numbers are usually the F.I.S.H. numbers affixed above the door leading into that particular room. Or if the deficiency in an area other than an identifiable room number, the area in question will be specifically identified. For example: Pressbox, Field House, Pavillion, etc.

Tallahassee Community College has met the requirements of F.S.S. 1013.12(2)(d): YES NO

Approval of Reports by Board (Including Letter) YES NO

THE UNDERSIGNED ATTESTS TO THE REVIEW OF THIS REPORT IN ITS ENTIRETY AND ACKNOWLEDGES AWARENESS OF THE DISCOVERED DEFICIENCIES.

FACILITY ADMINISTRATOR NAME PRINTED

FACILITY ADMINISTRATOR SIGNATURE

FACILITY ADMINISTRATOR TITLE

SIGNATURE DATE

CODE NUMBER	Insp. Initials	SREF 2019/2020 Fire Safety Deficiencies - Tallahassee Main Campus & Off Site Facilities	Prior Times Cited	Deficiency Corrected By	Date Deficiency Corrected	Line No.
		Location, Deficiency Description				
	RC	01 Building: No deficiencies noted				1
	RC	02 Building: No deficiencies noted				2
	RC	03 Building: No deficiencies noted				3
	RC	04-Building: No deficiencies noted				4
FFPC 1, 10.18.1	RC	05-282: Excessive storage of combustible material	0	12-31-19		5
	RC	06 Building: No deficiencies noted				6
	RC	08 Building: No deficiencies noted				7
	RC	09 Building: No deficiencies noted				8
FFPC 1, 10.18.1	RC	11-240: Excessive storage of combustible material	0	12-31-19		9
	RC	12 Building: No deficiencies noted				10
	RC	15 Building: No deficiencies noted				11
	RC	16 Building: No deficiencies noted				12
	RC	17 Building: No deficiencies noted				13
FFPC 1, 14.4.2.1	RC	18-137: Room exceeds occupant load and access to exit obstructed	0	12-31-19		14
FFPC 1, 10.18.1	RC	18-296: Excessive storage of combustible material	0	12-31-19		15
	RC	19 Building: No deficiencies noted				16
	RC	20 Building: No deficiencies noted				17
	RC	21 Building: No deficiencies noted				18
	RC	22 Building: No deficiencies noted				19
	RC	23 Building: No deficiencies noted				20
	RC	27 Building: No deficiencies noted				21
	RC	28 Building: No deficiencies noted				22
	RC	30 Building: No deficiencies noted				23
	RC	31 Building: No deficiencies noted				24
	RC	32 Building: No deficiencies noted				25
	RC	33 Building: No deficiencies noted				26
	RC	34 Building: No deficiencies noted				27
FFPC 1, 12.4.18.3	RC	35-291: Fire doors to corridor propped open	6	12-31-19		28
	RC	36-Building: No deficiencies noted				29
	RC	37-Building: No deficiencies noted				30

**ANNUAL COMPREHENSIVE SAFETY INSPECTION REPORT
STATE BOARD OF EDUCATION
ADMINISTRATIVE RULE - SREF 2014 & F.A.C. 69A-58
FISCAL YEAR 2019-2020**

College Facility: Tallahassee Community College FIRE DISTRICT: Gadsden County
SCHOOL / FACILITY: TCC Florida Public Safety Institute
ADDRESS: Hwy 90, Quincy, FL 32333

OF SERIOUS FIRE SAFETY VIOLATIONS 0

OF NON-SERIOUS FIRE SAFETY VIOLATIONS 3

FIRE DISTRICT FIRE SAFETY INSPECTOR NAME PRINTED (IF JOINT INSPECTION)

Rich Carter (Municipal Fire Safety Inspector)
SCHOOL BOARD FIRESAFETY INSPECTOR NAME PRINTED

November 14, 2019
INSPECTION DATE

FIRE DISTRICT FIRE SAFETY INSPECTOR SIGNATURE (IF JOINT INSPECTION)

Fire Prevention Specialists, Inc., 609 Gina Lane, Melbourne, FL 32940 321-757-7205
INSPECTOR ADDRESS & PHONE NUMBER

SIGNATURE DATE FIRE INSPECTOR CERTIFICATION NUMBER

Richard Carter 11/20/2019
COMM. COLLEGE BOARD FIRE SAFETY INSPECTOR SIGNATURE / DATE

105523
FIRE INSPECTOR CERTIFICATION NUMBER

LOCATION:

Deficiency locations will be identified by a building number followed by the room number (e.g. 2-505 or 1-133A). These numbers are usually the F.I.S.H. numbers affixed above the door leading into that particular room. Or if the deficiency in an area other than an identifiable room number, the area in question will be specifically identified. For example: Pressbox, Field House, Pavillion, etc.

Tallahassee Community College has met the requirements of F.S.S. 1013.12(2)(d): YES ___ NO

Approval of Reports by Board (Including Letter) ___ YES ___ NO

THE UNDERSIGNED ATTESTS TO THE REVIEW OF THIS REPORT IN ITS ENTIRETY AND ACKNOWLEDGES AWARENESS OF THE DISCOVERED DEFICIENCIES.

FACILITY ADMINISTRATOR NAME PRINTED

FACILITY ADMINISTRATOR SIGNATURE

FACILITY ADMINISTRATOR TITLE

SIGNATURE DATE

CODE NUMBER	Insp. Initials	SREF 2019/2020 Fire Safety Deficiencies - Pat Thomas Law Enforcement Academy			Prior Times Cited	Deficiency Corrected By	Date Deficiency Corrected	Line No.
		Location, Deficiency Description						
		Bldg. 1 Def. Tactics						1
FFPC 1, 12.4.18.3	RC	North Hall: Fire rated door propped open			0	12-31-19		2
								3
								4
		Bldg. 2 Range Bldg.						5
	RC	No deficiencies noted						6
								7
		Bldg. 3 Classroom Bldg.						8
	RC	No deficiencies noted						9
								10
		Bldg. 4 Administration						11
	RC	No deficiencies noted						12
								13
								14
		Bldg. 5 Portable						15
	RC	No deficiencies noted						16
								17
		Bldg. 8 Cafeteria						18
	RC	No deficiencies noted						19
								20
		Bldg. 9 Dorm Annex						21
	RC	No deficiencies noted						22
								23
		Bldg. 10 South Dorm						24
	RC	No deficiencies noted						25
								26
		Bldg. 11 North Dorm						27
	RC	No deficiencies noted						28
								29
								30

**ANNUAL COMPREHENSIVE SAFETY INSPECTION REPORT
STATE BOARD OF EDUCATION
ADMINISTRATIVE RULE - SREF 2014 & F.A.C. 69A-58
FISCAL YEAR 2019-2020**

College Facility: Tallahassee Community College FIRE DISTRICT: Various
SCHOOL / FACILITY: Satellite Facilities and Leased Facilities
ADDRESS: 444 Appleyard Drive, Tallahassee, FL 32304

OF SERIOUS FIRE SAFETY VIOLATIONS 0

OF NON-SERIOUS FIRE SAFETY VIOLATIONS 10

FIRE DISTRICT FIRE SAFETY INSPECTOR NAME PRINTED (IF JOINT INSPECTION)

Rich Carter (Municipal Fire Safety Inspector)
SCHOOL BOARD FIRESAFETY INSPECTOR NAME PRINTED

November 14, 2019
INSPECTION DATE

FIRE DISTRICT FIRE SAFETY INSPECTOR SIGNATURE (IF JOINT INSPECTION)

Fire Prevention Specialists, Inc., 609 Gina Lane, Melbourne, FL 32940 321-757-7205
INSPECTOR ADDRESS & PHONE NUMBER

SIGNATURE DATE FIRE INSPECTOR CERTIFICATION NUMBER

Richard Carter 11/20/2019
COMM. COLLEGE BOARD FIRE SAFETY INSPECTOR SIGNATURE / DATE

105523
FIRE INSPECTOR CERTIFICATION NUMBER

LOCATION:

Deficiency locations will be identified by a building number followed by the room number (e.g. 2-505 or 1-133A). These numbers are affixed above the door leading into that particular room. Or if the deficiency in an area other than an identifiable room number, the area in question will be specifically identified. For example: Pressbox, Field House, Pavillion, etc.

Tallahassee Community College has met the requirements of F.S.S. 1013.12(2)(d): YES NO

Approval of Reports by Board (Including Letter) YES NO

THE UNDERSIGNED ATTESTS TO THE REVIEW OF THIS REPORT IN ITS ENTIRETY AND ACKNOWLEDGES AWARENESS OF THE DISCOVERED DEFICIENCIES.

FACILITY ADMINISTRATOR NAME PRINTED

FACILITY ADMINISTRATOR SIGNATURE

FACILITY ADMINISTRATOR TITLE

SIGNATURE DATE

CODE NUMBER	Insp. Initials	SREF 2019/2020 Fire Safety Deficiencies - TCC Satellite & Leased Facilities				Line No.
		Location, Deficiency Description	Prior Times Cited	Deficiency Corrected By	Date Deficiency Corrected	
	RC	Brogan Museum: FACP in "trouble" condition	0	12-31-19		1
	RC	Brogan Mezzanine: Boiler certificate expired	0	12-31-19		2
						3
	RC	New Gadsden Center: No deficiencies noted				4
						5
		Gadsden Center				6
FFPC 1, 4.5.8.1	RC	Boiler Room: Fire pump leaking on floor	1	12-31-19		7
FFPC 1, 4.5.8.1	RC	Boiler Room: Fire pump red tagged	2	12-31-19		8
FFPC 1, 4.5.8.1	RC	Ground Floor Center: 2 Exit lights inoperable	2	12-31-19		9
FFPC 1, 4.5.8.1	RC	Lobby: FACP in "trouble" condition	0	12-31-19		10
	RC	Note: Fire hose advised to be removed by local fire department				11
FFPC 1, 4.5.8.1	RC	NW Grounds: Fire hydrant red tagged	2	12-31-19		12
FFPC 1, 10.18.3.1	RC	Room 214: Storage to be maintained at less than 24" from ceiling in center of room	1	12-31-19		13
NFPA 25, 5.1	RC	South Stairwell: Pre-action system inspection tag expired	0	12-31-19		14
FFPC 1, 4.5.8.1	RC	SW Grounds: Fire hydrant red tagged	1	12-31-19		15
						16
		Wakulla Center				17
		Ghazvini Center				18
	RC	No deficiencies noted				19
						20
		Wakulla Center				21
	RC	No deficiencies noted				22
						23
		Wakulla Environmental Institute				24
	RC	No deficiencies noted				25



April 20, 2020

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Pre-Qualification of General Contractors

Item Description

This item is an amendment to the February 17, 2020 District Board of Trustees approval of the list of General Contractors prequalified to bid on TCC construction projects.

Overview and Background

The District Board of Trustees previously approved the list of prequalified General Contractors to bid on TCC construction projects up to \$2 million dollars. In accordance with the State Requirements for Educational Facilities, the threshold required for District Board of Trustees approval remains for projects estimated to cost between \$2,000,000 to \$5,000,000 million dollars.

The following list of general contractors previously approved for projects scheduled during the upcoming year remain the same from the February District Board of Trustee meeting:

Allstate Construction, Inc.
Childers Construction Co.
Cook Brothers, Inc.
CSI Contracting, Inc.
Culpepper Construction
Hydra Engineering & Construction
Mad Dog Construction
RAM Construction & Development
Riley Palmer Construction Company, Inc.
Rippee Construction

Funding/ Financial Implications

Construction projects will be funded by PECO funds, TCC local funds, or other funds as approved by the Board of Trustees.

Past Actions by the Board

The District Board of Trustees last approved the list of pre-qualified general contractors on January 28, 2019. On February 17, 2020, the District Board of Trustees approved this same list of pre-qualified general contractors but the agenda item stated that the contractors were prequalified to bid on projects estimated to cost up to \$2 million dollars. This current agenda item shows the corrected amount of projects estimated to cost between \$2 million and \$5 million.

Recommended Action

Approve the amended amount authorized for pre-qualified general contractors to bid on projects between \$2,000,000 to \$5,000,000 million dollars, for the period of January 1, 2020 to December 31, 2020.



April 20, 2020

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Construction Status Report

Item Description

This item describes the status of various construction, renovation, remodeling and site improvement projects at all TCC locations for the Board of Trustees.

Overview and Background

The attached Construction Status report details the noteworthy construction and renovation projects being undertaken to support the educational mission of the College.

Past Actions by the Board

None.

Funding/ Financial Implications

All construction and renovation projects are funded prior to approval, with most being funded from capital improvement fees.

Recommended Action

Presented as an information item only.

CONSTRUCTION STATUS REPORT – AS OF APRIL 2020

MAIN CAMPUS (SITE 1)

TASK	% COMPLETE	DUE DATE	NOTES
Foundation Classroom Renovation - SM 116	80%	TBD	Underway
Foundation Classroom Renovation – TPP 130	95%	TBD	Underway
Foundation Classroom Renovation – TPP 205	95%	TBD	Underway
Foundation Classroom Renovation – HSS 118	65%	TBD	Underway
AMTC Welding Lab	10%	TBD	Plans review complete. EDA Site Certificate approved. Developing CM RFP with EDA specifics.
Conversion of TESA Locks to C-Cure (Main Campus)	50%	Apr 2020	Underway
Sidewalk Repairs, Elimination of Trip Hazards	Continuous	On-going	Ground 705 Trip Hazards and Replaced 25 sections of Sidewalk
AD bldg. 27 Roof Restoration	70%	April 2020	Underway
LS bldg. 15 Flat Top Roof Restoration	100%	April 2020	Complete
SPC bldg. 45 Roof Restoration	100%	April 2020	Complete
RI bldg. 21 Roof Restoration	100%	April 2020	Complete
SUSTAINABILITY	% COMPLETE	DUE DATE	NOTES
Hydration Stations	Continuous	On-going	Prevented 146,459 Plastic Bottles from going to landfills
Recycled Plastic Lumber/Furniture	Continuous	On-going	Prevented 1,567,000 Plastic Bags from going to landfills

GADSDEN (SITE 2)

TASK	% COMPLETE	DUE DATE	NOTES
None to report			

FLORIDA PUBLIC SAFETY INSTITUTE (SITE 3)

TASK	% COMPLETE	DUE DATE	NOTES
AM – Bldg. 1 - Defensive Tactics roof damage	100%	Jan 2020	Complete

CENTER FOR INNOVATION (SITE 4)

TASK	% COMPLETE	DUE DATE	NOTES
Elevator Upgrade	65%	June 2020	Underway

GHAZVINI CENTER FOR HEALTHCARE EDUCATION (SITE 5)

TASK	% COMPLETE	DUE DATE	NOTES
None to report			

WAKULLA ENVIRNOMENTAL INSTITUTE (SITE 6)

TASK	% COMPLETE	DUE DATE	NOTES
None to report			

FOUNDATION CLASSROOM RENOVATION SUMMARY

Renovated Classroom(s)	Cost to Date
DH 205 - Classroom Renovations	\$ 44,746.24
EN 116 - Classroom Renovations	\$ 58,008.03
CH 137 - Classroom Renovations	\$ 96,381.51
CT 257 - Classroom Renovations	\$ 90,756.01
CH 245, 246, 247 & 248 - Classroom Renovations	\$ 72,824.51
CH 254, 255 & 256 - Classroom Renovations	\$ 61,135.20
CH 259, 258 & 257 - Classroom Renovations	\$ 62,955.39
CH 260, 261 & 262 - Classroom Renovations	\$ 70,614.19
HSS 111 - Classroom Renovations	\$ 44,679.45
SM 116 - Classroom Renovations	\$ 58,815.38
TPP 130 - Classroom Renovations	\$ 59,186.38
TPP 205 - Classroom Renovations	\$ 62,675.32



April 20, 2020

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Fund Analysis - March

Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of 3/30/2020.

Overview and Background

As directed in the Florida Public Community College Accounting Manual, revenues from state appropriations, student tuition and fees, interest earned, and other contributions are recorded and monitored in the College's operating fund (fund 1). Expenditures for direct instruction expenses are also recorded in the operating fund.

In accordance with Florida Statutes (1011.01), the Board of Trustees must approve the College's operating fund budget each fiscal year. The College monitors the operating fund activity to ensure approved budget limits are maintained. Additionally, the Board has requested a report of all purchases over \$100,000, but less than \$325,000. The College made no purchases within the specified range during the months of February or March.

Past Actions by the Board

For information only, no Board action required.

Funding/ Financial Implications

The College continues to be in sound financial condition.

Recommended Action

For information only, no Board action required.

**Tallahassee Community College
Fund Analysis
Unrestricted Current Fund
As of March 30, 2020**

REVENUE	Budgeted	Received Year to Date	March Revenues	% of YTD Budget
Student Fees	\$ 25,141,465	\$ 21,576,033	\$ 913,489	86%
State Support	34,179,013	24,084,516	3,348,164	70%
Federal Support	375,000	360,036	53,815	96%
Other Revenue	580,000	1,490,101	332,596	257%
Non-Revenue Sources	1,567,691	-	-	0%
TOTAL REVENUE	\$ 61,843,169	\$ 47,510,686	\$ 4,648,064	77%
EXPENSES	Budgeted	Expended Year to Date	March Expenses	% of YTD Expenses
<u>PERSONNEL COSTS</u>				
Administrative	\$ 3,500,735	\$ 2,656,883	\$ 282,875	76%
Instructional	12,178,112	9,049,090	962,873	74%
Non-Instructional	16,204,691	12,006,899	1,321,817	74%
OPS	5,557,476	4,232,044	584,460	76%
Personnel Benefits	10,702,155	7,323,687	815,165	68%
TOTAL PERSONNEL COSTS	\$ 48,143,169	\$ 35,268,603	\$ 3,967,190	73%
<u>CURRENT EXPENSES</u>				
Services	\$ 4,843,864	\$ 2,635,006	\$ 251,057	54%
Material & Supplies	3,329,612	1,617,878	96,901	49%
Other Current Charges	5,276,525	2,983,017	238,570	57%
TOTAL CURRENT EXPENSES	\$ 13,450,000	\$ 7,235,901	\$ 586,528	54%
CAPITAL OUTLAY	\$ 250,000	\$ 14,652	\$ 14,652	6%
TOTAL EXPENSES	\$ 61,843,169	\$ 42,519,156	\$ 4,568,370	69%