



November 21, 2022

**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:** Policy Manual Changes

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**Item Description**

This item requests Board approval of Policy Manual changes in chapters 0000 – Governance, 1000 – Executive-Administrative-Managerial Professional, 2000 - Instructional, 4000 – Program, 6000 – Finances, and 8000 – Operations.

**Overview and Background**

The College brings forth a request to modify the College’s Policy Manual: revisions of policies within chapters 0000 – Governance, 1000 – Executive-Administrative-Managerial Professional, 2000 - Instructional, 4000 – Program, 6000 – Finances, and 8000 – Operations.

Highlights of these changes include:

<b>0121 – Accreditation</b> - Revised for statutory change regarding accrediting body.
<b>0161 – Agendas and Meetings of The District Board of Trustees</b> - Revised for statutory change regarding public records exemption for applicants for the position of College President.
<b>1440 – Political Activities</b> - Revised for statutory change to further limit the expenditure or acceptance of public funds for communication.
<b>2131 – Instructional Personnel Contracts</b> - New policy outlining instructional personnel contract language not currently in the Collective Bargaining Agreement.
<b>2460 – Suspension, Dismissal, or Non-Renewal of Contracts of Instructional Staff</b> - Revised language to mirror Collective Bargaining Agreement.
<b>4240 – Textbook Selection, Transparency, and Affordability</b> - New policy outlining statutory requirements regarding textbooks and instructional materials.
<b>6152 – Student Activity Fees and Service Fees</b> - Revised to include statutory requirement for fee exemptions and waivers.

<b>6152.01 – Foster Care and Homeless Students Liaison</b> - New policy outlining statutory requirement for a foster care and homeless student liaison.
<b>6325 – Procurement – Federal Grants/Funds</b> - Revised to incorporate the federal Davis-Bacon and Related Acts' requirement regarding certain contracts in excess of \$2,000.00.
<b>8230 – Substantive Changes Requiring Notice to Accreditor</b> -Revised for statutory change regarding accrediting body.
<b>8310 – Public Records</b> - New policy outlining exemptions and access to public records.

The policies may be reviewed at:

<https://www.tcc.fl.edu/about/college/district-board-of-trustees/college-procedures/policy-revisions/>

**Funding/ Financial Implications**

N/A

**Past Actions by the Board**

The Board approved previous revisions to chapters 0000, 1000, 2000, 4000, 6000, and 8000 of the College’s Policy Manual in March 2022.

**Recommended Action**

Approve revision of College policies as presented.