




June 19, 2017

MEMORANDUM

TO: District Board of Trustees
FROM: Jim Murdaugh, President 
SUBJECT: Laboratory/Course and Distance Learning Fees for 2017-18

Item Description

This item references the proposed laboratory/course and distance learning fees for 2017-18.

Overview and Background

Florida Statutes 1009.22(9) and 1009.23(12) states that each *Florida College System institution board of trustees is authorized to establish user fees such as laboratory fees, duplicating/photocopying fees, testing fees, etc.* State Board Rule 6A-14.054 also states that each board of trustees may establish user fees in addition to tuition fees for services that incur costs. Such user fees shall not exceed the cost of the goods or services provided and shall only be charged to students receiving those goods or services. User fees are different from the state authorized fees that are charged per student per credit hour such as a financial aid fee, capital improvement fee, student activity fee, and technology fee.

At TCC, laboratory/course fees are assessed to students who are enrolled in classes that, because of their nature, require special funding not provided by regular tuition. Examples of those items include but are not limited to the following: specialized instructional software and equipment, instructional videos, industry certification exams, liability insurance.

TCC has a total of 216 laboratory/course fees of which 31% are being decreased, 24% are unchanged, 23% are being increased, 19% are new, and 3% are being deleted. No change is being requested to the College's financial aid fee, capital improvement fee, student activity fee and technology fee.

The collection and expenditure of fees are audited on a regular basis by the auditor general's office. Additionally, TCC annually reviews all fees to ensure that the cost does not exceed the amount necessary to offset the cost of the items, which are consumed in the course of the student's instructional activities.

Past Actions by the Board

The Board approves these fees annually.

Funding/Financial Implications

The fees to be charged to students are visible to students in the course schedule. The College's budget for the 2017-18 year will incorporate collection of fees approved by the Board.

Staff Resource

Feleccia Moore-Davis

Recommended Action

That the Board approves the laboratory/course fees and distance learning fees as presented and direct staff to conduct an assessment of fees to identify opportunities to reduce student cost.

| Course ID | 16-17 | Requested Amount17-18 | Items Covered by Fees |
|-----------------------|----------|-----------------------|---|
| Distance Learning Fee | \$10.00 | \$10.00 | per credit hour |
| Prior Learning Fee | | \$50.00 | amount per course; nonrefundable fee for evaluating the portfolio to determine if learning outcomes detailed in portfolio meet the learning outcomes for the course |
| ACG2450 | \$20.00 | \$20.00 | quickbooks software licenses |
| ACR0041 | \$280.00 | \$288.00 | TABE test, HVAC trainer usage, power & hand tool usage, brazing gas, copper, refrigeration, Insurance/liability, etc |
| ACR0043 | \$125.00 | \$125.00 | HVAC trainer usage, hand tool usage, brazing gas, etc |
| ACR0044 | \$125.00 | \$125.00 | HVAC trainer usage, hand tool usage |
| ACR0044 | | \$105.00 | Industry Exams |
| ACR0047 | \$50.00 | \$133.00 | Hand tool usage, HVAC trainer usage, Insurance/liability, etc |
| ACR0047 | | \$35.00 | Gas certification exam |
| ACR0049 | \$24.95 | \$128.00 | HVAC trainer usage; hand tool usage; Insurance/liability |
| ACR0049 | | \$30.00 | NCCER exam fee |
| BSC1005L | \$35.00 | \$24.00 | gloves, ethanol, nicotine, spinach, worms, etc |
| BSC2010L | \$35.00 | \$25.00 | gloves, swabs, gram stain, agarose, slide, etc |
| BSC2011L | \$36.00 | \$32.00 | worms, starfish, crayfish, gloves, shrimp, perch, fetal pig, etc |
| BSC2085L | \$14.00 | \$14.00 | models |
| BSC2086L | \$17.00 | \$18.00 | gloves, test strips, cards, mixers, etc |
| CET1610 | \$150.00 | \$150.00 | CISCO certification exam fee (Interconnecting Devices Part I) |
| CET2370 | \$225.00 | \$104.00 | Certification exam for Foundations and VCP-DCV |
| CET2620 | \$150.00 | \$150.00 | CISCO certification exam fee (Interconnecting Devices Part II) |
| CGS1060 | | \$11.00 | printing and printing supplies (black/white printer) |
| CGS1520 | \$23.00 | \$23.00 | printing and printing supplies (color printer) |
| CGS2100 | | \$11.00 | printing and printing supplies (black/white printer) |
| CHM1030L | \$34.00 | \$29.00 | gloves, zinc, iodine, acetone, exedrin, etc |
| CHM1045L | \$20.00 | \$20.00 | dye, acid, handsoap, kimwipes, etc |
| CHM1046L | \$50.00 | \$59.00 | IMF, kinetics, buffers, vinegar, etc |
| CHM2210L | \$78.00 | \$78.00 | acid, sand, norit, methylene blue, capillaries, etc |
| CHM2211L | \$78.00 | \$97.00 | chloride, hexane, ether, plates, gloves, etc |
| CIS2352 | \$510.00 | \$125.00 | access to i-labs from EC Council |
| CJD0199 | \$25.00 | \$44.00 | CPR instructional materials, mask lungs, gloves, etc. |
| CJD0448 | \$120.00 | \$159.00 | course handbook and workbook |
| CJD0520 | \$115.00 | \$102.00 | book, notebook, testing supplies, printed material |
| CJK0001 | | \$6.00 | course handouts, padfolio |

| Course ID | 16-17 | Requested Amount17-18 | Items Covered by Fees |
|------------------|--------------|------------------------------|--------------------------------------|
| CJK0012 | | \$6.00 | course handouts, padfolio |
| CJK0013 | | \$6.00 | course handouts, padfolio |
| CJK0014 | | \$6.00 | course handouts, padfolio |
| CJK0020 | \$140.00 | \$140.00 | course handouts, padfolio |
| CJK0031 | \$90.00 | \$95.00 | course handouts, padfolio |
| CJK0040 | \$245.00 | \$213.00 | course handouts, padfolio |
| CJK0051 | \$85.00 | \$18.00 | course handouts, padfolio |
| CJK0064 | | \$6.00 | course handouts, padfolio |
| CJK0065 | | \$6.00 | course handouts, padfolio |
| CJK0077 | | \$6.00 | course handouts, padfolio |
| CJK0078 | | \$6.00 | course handouts, padfolio |
| CJK0084 | | \$6.00 | course handouts, padfolio |
| CJK0087 | | \$6.00 | course handouts, padfolio |
| CJK0088 | | \$6.00 | course handouts, padfolio |
| CJK0092 | | \$6.00 | course handouts, padfolio |
| CJK0096 | \$220.00 | \$220.00 | personalized fitness report |
| CJK0255 | | \$25.00 | bullets, targets, ear/eye protection |
| CJK0260 | | \$6.00 | course handouts, padfolio |
| CJK0265 | | \$6.00 | course handouts, padfolio |
| CJK0266 | | \$6.00 | course handouts, padfolio |
| CJK0268 | | \$6.00 | course handouts, padfolio |
| CJK0269 | | \$6.00 | course handouts, padfolio |
| CJK0271 | \$10.00 | \$6.00 | course handouts, padfolio |
| CJK0272 | \$10.00 | \$6.00 | course handouts, padfolio |
| CJK0273 | \$10.00 | \$6.00 | course handouts, padfolio |
| CJK0274 | \$10.00 | \$6.00 | course handouts, padfolio |
| CJK0275 | \$10.00 | \$6.00 | course handouts, padfolio |
| CJK0276 | \$10.00 | \$6.00 | course handouts, padfolio |
| CJK0281 | \$125.00 | \$130.00 | personalized fitness report |
| CJK0300 | \$10.00 | \$6.00 | course handouts, padfolio |
| CJK0305 | \$10.00 | \$6.00 | course handouts, padfolio |
| CJK0310 | \$10.00 | \$6.00 | course handouts, padfolio |
| CJK0315 | \$10.00 | \$6.00 | course handouts, padfolio |
| CJK0320 | \$10.00 | \$6.00 | course handouts, padfolio |
| CJK0325 | \$10.00 | \$6.00 | course handouts, padfolio |
| CJK0330 | \$10.00 | \$6.00 | course handouts, padfolio |
| CJK0335 | \$10.00 | \$6.00 | course handouts, padfolio |

| Course ID | 16-17 | Requested Amount17-18 | Items Covered by Fees |
|-----------|----------|-----------------------|--|
| CJK0340 | \$110.00 | \$110.00 | workout gear |
| CJK0393 | | \$6.00 | course handouts, padfolio |
| CJK0422 | \$30.00 | \$22.00 | stun gun cartridges |
| CJT0801 | \$125.00 | \$110.00 | bullets, targets, eye/ear protection |
| CJT0803 | \$50.00 | \$55.00 | books, notebooks, testing material, printed material |
| CNT2401 | \$210.00 | \$203.00 | CompTIA Security + exam |
| CTS0018 | \$125.00 | \$175.00 | LanTurtles, rubber duckies, flash drives, external memory usage, paper, toner, ink (9.5 months); TABE fee; software & hardware usage |
| CTS0019 | \$222.00 | \$222.00 | CompTIA Security + exam; paper and toner |
| CTS1131 | \$113.00 | \$188.00 | two CompTIA exams |
| CTS1134 | \$141.00 | \$145.00 | CompTIA exam |
| CTS2351 | \$175.00 | \$72.00 | Mircrosoft 410 exam |
| CTS2352 | \$300.00 | \$144.00 | MS411 and 412 exam |
| DEA1030L | \$44.10 | \$44.00 | supplies: gloves, gown, masks, Insurance/liability, etc |
| DEA1805L | \$38.47 | \$38.00 | supplies: gloves, gown, masks, etc |
| DEA1855L | \$38.64 | \$38.00 | supplies: gloves, gown, masks, etc |
| DEH1002L | \$134.00 | \$54.00 | trex set up, protective equipment; sterilization supplies,Insurance/liability, etc |
| DEH1800L | \$336.00 | \$4.00 | goggles; eyewear; masks |
| DEH1802L | \$552.00 | \$46.00 | suture cups; needles, dressing, strips, Insurance/liability, etc. |
| DEH2804L | \$484.00 | \$2.00 | orthodontic wax and stone |
| DES1200L | \$124.00 | \$12.00 | x-ray film and sensor sheaths |
| DES2100L | \$232.00 | \$160.00 | restoration, impression, sealants, etc. |
| DES2832C | | \$33.00 | orthodontic, periodontal, surgical supplies |
| DES2833C | | \$136.00 | glycerin, impression tray; polish, orthodontic stone, etc |
| EGN1111C | \$15.00 | \$40.00 | printing and printer supplies; large plotters |
| EGN2112C | \$15.00 | \$40.00 | printing and printer supplies; large plotters |
| EMS1059C | \$112.00 | \$5.00 | gloves, tape, bandages |
| EMS1059C | | \$68.00 | CPR certification |
| EMS1119 | \$30.00 | \$30.00 | software for tracking student training/skills and clinicals (1 semester use) |
| EMS1119L | \$93.00 | \$51.00 | gloves, gown, masks, etc |
| EMS1431L | \$17.50 | \$17.50 | Insurance/liability |
| EMS2603 | \$185.00 | \$185.00 | software for tracking student training/skills and clinicals (used for multiple semesters) |
| EMS2603L | \$158.00 | \$127.00 | syringes, nebulizer, bandages, IV catheters, IV fluids, etc |
| EMS2604L | \$131.00 | \$96.00 | IV catheters, IV fluids, gloves, syringes, tubes,etc |
| EMS2605 | \$142.00 | \$157.00 | Certification exams: ACLS, PALS, ITLS |
| EMS2605L | \$136.00 | \$102.00 | IV catheters, IV fluids, ACLS medication, etc. |

| Course ID | 16-17 | Requested Amount17-18 | Items Covered by Fees |
|------------------|--------------|------------------------------|--|
| EMS2666L | \$17.50 | \$17.50 | Insurance/liability |
| ETD1320 | \$50.00 | \$40.00 | printing and printer supplies; large plotters |
| ETD2340 | \$50.00 | \$40.00 | printing and printer supplies; large plotters |
| ETD2390 | | \$40.00 | printing and printer supplies; large plotters |
| ETI0450 | | \$250.00 | MSSC online exam fee |
| ETI0450 | \$385.00 | \$668.00 | TABE, MSSC registration, MSSC E learning modules; Insurance/Liability |
| ETI0456 | \$160.00 | \$180.00 | power & hand tool usage, dye-chem, lumber, fasteners, oils, fluids, steel pipe, etc |
| ETM2315C | \$7.25 | \$7.00 | hydraulic & pneumatic trainer maintenance |
| ETS1511C | \$7.25 | \$15.00 | printed lab books/handouts for class |
| FFP0010 | \$546.00 | \$546.00 | use of Tallahassee Fire Department equipment (vehicles for wild fires) |
| FFP0020 | \$700.00 | \$700.00 | bunker gear, course handbooks, notebooks, testing supplies (fire engine, fire tower) |
| FRE1120 | \$6.00 | \$6.00 | technical support/maintenance for software (non-instructional) |
| FRE1121 | \$6.00 | \$6.00 | technical support/maintenance for software (non-instructional) |
| GER1120 | \$6.00 | \$6.00 | technical support/maintenance for software (non-instructional) |
| GER1121 | \$6.00 | \$6.00 | technical support/maintenance for software (non-instructional) |
| GRA2103C | \$20.00 | \$20.00 | printing; paper and cartridges |
| GRA2105C | \$20.00 | \$20.00 | printing; paper and cartridges |
| GRA2121 | \$22.00 | \$20.00 | printing; paper and cartridges |
| HIM1000 | | \$17.50 | liability/insurance fee |
| HIM2943 | | \$17.50 | liability/insurance fee |
| HSC1000L | \$169.00 | \$148.00 | laparotomy pack, caps, covers, masks, gloves; Insurance/liability |
| ITA1120 | \$6.00 | \$6.00 | technical support/maintenance for software (non-instructional) |
| ITA1121 | \$6.00 | \$6.00 | technical support/maintenance for software (non-instructional) |
| MAC1105 | \$5.00 | \$15.00 | OER platform and OER course development |
| MAT1033 | \$5.00 | \$15.00 | OER platform and OER course development |
| MCB2004L | \$56.00 | \$43.00 | lens oil, gloves, swabs, loops, tubes, etc |
| NUR1021C | \$292.76 | \$152.00 | Gloves, gowns, syringes, catheter, Insurance/liability, etc. |
| NUR1021C | | \$91.00 | HESI testing |
| NUR1241C | | \$145.00 | syringes, medication, underpads, Insurance/liability, etc. |
| NUR1421C | | \$91.00 | HESI testing |
| NUR1421C | | \$56.00 | medication label, vial, underpads, Insurance/liability, etc |
| NUR2142 | | \$79.00 | HESI testing |
| NUR2242C | \$106.00 | \$75.00 | syringes, medicine cups, sponge, gauze, etc |
| NUR2243C | | \$87.00 | HESI testing |
| NUR2243C | | \$84.00 | gauze, gloves, sponge, syringe, needle |

| Course ID | 16-17 | Requested Amount17-18 | Items Covered by Fees |
|------------------|--------------|------------------------------|--|
| NUR2251C | \$110.00 | \$109.00 | enema, tape, sponge, gloves, syringe, Insurance/liability, etc. |
| NUR2260C | \$153.00 | \$141.00 | ostomy bag, enema, gloves, swabs, suction kit, Insurance/liability, etc |
| NUR2350C | | \$45.00 | urine bags, surgical lubricant, syringe, gloves, Insurance/liability, etc. |
| NUR2802C | | \$79.00 | HESI testing |
| NUR2802C | | \$25.00 | glycerine, syringe, dressing, gauze, catheter, etc |
| NUR2818C | | \$87.00 | HESI testing |
| NUR2818C | | \$117.00 | swabs, gloves, morphine, lanox, syringe, Insurance/liability, etc |
| PEL1121 | | \$58.00 | Green fees for visits to area golf courses |
| PEL1122 | | \$58.00 | Green fees for visits to area golf courses |
| PEM1101 | \$9.00 | \$9.00 | sweatband and towel |
| PEM1171 | \$9.00 | \$9.00 | sweatband and towel |
| PEM1431 | \$21.00 | \$32.00 | head gear and mouth guard |
| PEM1432 | \$21.00 | \$32.00 | head gear and mouth guard |
| PET2622C | \$25.00 | \$25.00 | stabilizer, splint, tape, prewrap |
| PGY1800C | \$44.00 | \$44.00 | paper, toner, instructional contact hour |
| PGY2401C | \$64.00 | \$64.00 | paper, toner, instructional contact hour |
| PGY2801C | \$20.00 | \$20.00 | printer and ink |
| PHY1053L | \$28.00 | \$33.00 | supplies |
| PHY1054L | \$28.00 | \$34.00 | liquid nitrogen |
| PHY2048L | \$28.00 | \$28.00 | uline |
| PHY2049L | \$28.00 | \$33.00 | uline |
| PMT0020 | \$275.00 | \$203.00 | TABE fee, NIMS registration; metal stock, fluids, cutting tool attrition, Insurance/liability, etc |
| PMT0020 | | \$70.00 | NIMS exam fee and OSHA exam fee |
| PMT0022 | \$245.00 | \$200.00 | Metal stock, cutting tool attrition, corrosion, equipment maintenance |
| PMT0022 | | \$70.00 | NIMS exam |
| PMT0024 | \$260.00 | \$290.00 | NIMS exam; metal stock, cutting tool attrition, corrosion, equipment maintenance |
| PMT0024 | | \$70.00 | NIMS exam |
| PMT0025 | \$260.00 | \$223.00 | metal stock, cutting tool attrition, corrosion, equipment maintenance, Insurance/liability |
| PMT0025 | | \$70.00 | NIMS exam |
| PMT0106 | \$227.00 | \$260.00 | TABE fee, NIMS fee; welding rods, flat metal, gases, equipment maintenance; Insurance/liability |
| PMT0112 | \$102.00 | \$132.00 | welding rods, flat metal, gases, equipment maintenance |
| PMT0121 | \$102.00 | \$132.00 | welding rods, flat metal, gases, equipment maintenance |
| PMT0122 | \$88.00 | \$118.00 | welding rods, flat metal, gases, equipment maintenance |

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|------------------|--------------|------------------------------|--|
| PMT0126 | \$88.00 | \$118.00 | welding rods, flat metal, gases, equipment maintenance |
| PMT0130 | \$65.00 | \$95.00 | mig wire, collets, tips, cups, gas; equipment maintenance |
| PMT0131 | \$130.00 | \$167.00 | tig wire, electrode, tig torch, collet body, cups, gases; equipment maintenance |
| PMT0134 | \$65.00 | \$95.00 | mig wire, collets, tips, cups, gas; equipment maintenance |
| PMT0138 | \$130.00 | \$167.00 | tig wire, electrode, flat metal, collet body, cups, gases; equipment maintenance |
| PMT0145 | \$315.00 | \$306.00 | mig wire, cored wire, collets, cups, tips, flat metal; equipment maintenance |
| PMT0145 | | \$75.00 | AWS certification fee for Certified Welder D1.1 |
| PMT0164 | \$88.00 | \$118.00 | welding rods, flat metal; equipment maintenance |
| PMT0165 | \$253.95 | \$305.00 | welding rods, flat metal, gas, pipe metal, etc, equipment maintenance; Insurance/liability |
| PMT0165 | | \$135.00 | TABE fee, AWS certification fee for ASME IX-6 inch Schedule 40 exam; OSHA certification, NCCER certification |
| PMT0166 | | \$202.00 | welding rods, flat metal, wire, pipe metal; equipment maintenance |
| PMT0171 | \$87.00 | \$124.00 | welding rods, flat metal, collets, tips, cups; equipment maintenance |
| PMT0173 | \$87.00 | \$274.00 | welding rods, flat metal, wire, pipe metal; equipment maintenance |
| PMT0173 | | \$70.00 | AWS certification fee for ASME IX-6 inch Schedule 80 exam; |
| PMT0174 | | \$162.00 | welding rods, flat metal, gases, collets, tips, cups, equipment maintenance |
| PMT0190 | | \$104.00 | welding rods, flat metal, equipment maintenance |
| PTN1001C | \$58.00 | \$42.00 | face mask, gown, gloves, etc |
| PTN1001C | | \$68.00 | BLS Certification |
| PTN1131C | \$211.00 | \$191.00 | syringe, ibuprofen, crash cart form |
| PTN1941C | | \$129.00 | gown, face mask, betadine, asptic, Insurance/liability, etc. |
| PTN1942C | \$50.00 | \$129.00 | Pharmacy Technician Certification exam |
| RET1026L | \$99.00 | \$58.00 | tubing, mask, tent, trach, gauze, meds, etc |
| RET1874L | \$77.00 | \$50.00 | tape, gauze, meds, aerosol, trach, tubing, Insurance/liability, etc |
| RET1875L | \$72.00 | \$27.00 | ventilator circuits, nasal trumpets, suction catheters, etc |
| RET2264L | \$69.00 | \$22.00 | tubes, trach care kit, catheters, oral airways, etc |
| RET2265L | \$65.00 | \$17.00 | mask, circuits, tubes, tape, gauze, etc |
| RET2714L | \$86.00 | \$42.00 | vent circuits, tubes, lancets, cannula, etc |
| RET2876L | \$72.00 | \$25.00 | tape, gauze, circuits, trumpets, meds, etc |
| RET2877L | \$73.00 | \$46.00 | tubing, mask, tent, trach, gauze, meds, Insurance/liability, etc |
| RET2878L | \$73.00 | \$27.00 | circuits, tubes, airways, etc |
| RET2878L | | \$107.00 | ACLS testing fee |
| RET2936 | \$50.00 | \$50.00 | mock certification exam |
| RTE1804 | \$17.50 | \$17.50 | liability/insurance fee |
| RTE1814 | \$50.00 | \$17.50 | liability/insurance fee |

| Course ID | 16-17 | Requested Amount17-18 | Items Covered by Fees |
|------------------|--------------|------------------------------|---|
| RTE1824 | \$50.00 | \$17.50 | liabilty/insurance fee |
| RTE2061 | \$68.14 | \$69.00 | HESI exit exam |
| RTE2834 | \$17.50 | \$17.50 | liabilty/insurance fee |
| RTE2844 | \$50.00 | \$17.50 | liabilty/insurance fee |
| RTE2854 | \$50.00 | \$17.50 | liabilty/insurance fee |
| SPN1120 | \$6.00 | \$6.00 | technical support/maintenance for software (non-instructional) |
| SPN1121 | \$6.00 | \$6.00 | technical support/maintenance for software (non-instructional) |
| SPN2220 | \$6.00 | \$6.00 | technical support/maintenance for software (non-instructional) |
| STA2122 | \$25.00 | \$25.00 | MINI-tab access (software) |
| STS1302L | \$183.00 | \$136.00 | surgical caps; masks, gown, gloves, needles |
| STS1310L | \$183.00 | \$136.00 | surgical caps; masks, gown, gloves, needles |
| STS1434C | | \$100.00 | sterile wrappers, syringe, covers, masks, gloves |
| STS1926C | \$50.00 | \$100.00 | sterile wrappers, syringe, covers, masks, gloves |
| STS2323 | \$297.00 | \$297.00 | certification exam; amp secure exam; Insurance/liability |
| STS2323L | \$189.00 | \$137.00 | sterile wrappers, syringe, covers, masks, gloves; Insurance/liability |
| STS2324L | \$189.00 | \$135.00 | sterile wrappers, syringe, covers, masks, gloves |
| SUR2100 | \$8.00 | \$8.00 | GIS computer software |
| SUR2390 | \$24.00 | \$24.00 | GIS computer software |
| TAB0100 | \$25.00 | \$25.00 | TABE Test |
| TRA0080 | \$1,551.00 | \$1,226.00 | fuel surcharge, handbook, driving simulator, vehicle usage; Insurance/liability |
| TRA0080 | | \$325.00 | Class A License Testing |