

November 18, 2024

Memorandum from President Murdaugh

The District Board of Trustees of
Tallahassee State 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, November 18, 2024 Board Meeting.

The meeting will be held at the Florida Public Safety Institute, 75 College Drive, Havana, FL. 32333, at 2:30 p.m.

Should you have any questions, please contact me.

Sincerely,



Jim Murdaugh, Ph.D.
President

Agenda
District Board of Trustees
Tallahassee State College
444 Appleyard Drive
Tallahassee, FL 32308
Monday, November 18, 2024
Business Meeting & Workshop – 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. 2024 October Minutes
Approve minutes as presented.

INFORMATION AND NEWS ITEMS

UNFINISHED BUSINESS

PRESENTATIONS

NEW BUSINESS

Approval of Consent Agenda

The consent agenda format is an organization process for meetings that allows 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 the 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 Invoices – Bryant Miller Olive (October 2024)

Authorize payment of invoices as presented.

3. Human Resource Report

Approve the report as presented.

TSC Foundation

4. TSC Foundation – Gift Acceptance

Accept gift as presented.

5. TSC Foundation Update

Presented as an information item only.

Academic Affairs

6. Academic Calendars 2025-2026 and 2026-2027

Approve the proposed 2025-2026 and 2026-2027 academic calendars.

7. General Education Institutional Review Certification – Part 2
Approve the College’s list of general education courses for Fall 2025 implementation.

Administrative Services

8. Fund Analysis - October
Presented as an information item only.
9. Policy Manual Changes
Approve revision of College policies as presented.
10. Architect Invoices
Authorize payment of architectural invoices as presented.
11. Construction Status Report
Presented as an information item only.
12. Certificate of Final Inspection – TSC Dental Simulation Lab Remodel in Academic Support (AP) Building No. 03
Approve the attached Certificate of Final Inspection, Office of Educational Facilities (OEF) Form 209, authorizing final payment to contractor, Allstate Construction, Inc. for the TSC Dental Simulation Lab Remodel in Academic Support (AP) Building No. 03 Project.
13. Certificate of Final Inspection – TSC English Building No.1 Restroom Renovation (ADA) Project
Approve the attached Certificate of Final Inspection, Office of Educational Facilities (OEF) Form 209, authorizing final payment to contractor, Southern Standard Construction, for the TSC English Building No.1 Restroom Renovation (ADA) Project.
14. Sponsored Programs – Provider
Authorize funding for the awards and contracts as presented.

BOARD OF TRUSTEES

PUBLIC COMMENT

WORKSHOP

PRESIDENT'S REPORT

NEXT MEETING DATE

January 21, 2025, **Tuesday**

Location: **Main Campus**

ADJOURNMENT

Minutes
District Board of Trustees
Tallahassee State College
444 Appleyard Drive
Tallahassee, FL 32308
Monday, October 21, 2024
Business Meeting & Workshop – 2:30 PM

CALL TO ORDER

On Monday, October 21, 2024, Chair Karen Moore called the Tallahassee State College District Board of Trustees meeting to order at 2:30 p.m.

Chair Moore asked everyone to stand for a moment of silence in memory of Sarah Shaw, a Trustee from 1970 to 1982, who recently passed, followed by the Pledge of Allegiance.

Members Present: Chair Karen Moore, Vice Chair Eugene Lamb, Monte Stevens, Charlie Ward, Monesia Brown, Jonathan Kilpatrick, and Frank Messersmith.

Vice Chair Eugene Lamb by phone.

Others Present: President Jim Murdaugh, Candice Grause, Bobby Jones, Bertie Culbreath, Cerissa Fondo, Shelly Bell, Lei Wang, Logan Lane, Heather Mitchell, Tricia Rizza, Sean McGovern, Alison Fleischmann, Donmetrie Clark, Bill Spiers, Barbara Wills, Christen Givens, Amanda Clements, Kilisha Fain, Frank Mix, Chuck Moore, Katie Watkins, Clay Culpepper, Dustin Frost, Riley Landy, Angela Long, Trevoris McDaniel, Calandra Stringer, Nyla Davis, Kalynda Holton, Craig Knox, Glenn K. Alston, Wayne Almy and Janet Hartman.

COMMENTS

- i. Chair Moore congratulated TSC on receiving a perfect score from SASCCOC (Southern Association of Colleges and Schools Commission of Colleges) during the recent reaccreditation visit, noting that no recommendations or further actions were required. She extended her thanks to Dr. Lei Wang for her hard work and diligence in this accomplishment. Chair Moore commended the recent Tallahassee Science Festival for being a successful, family-friendly event and thanked everyone for their involvement. She shared that Tallahassee Collegiate Academy won the People's Choice Award at the festival for the second consecutive year and mentioned that TCA recently received a \$500,000 grant for its Robotics program.

- ii. Board Members: Trustee Messersmith made a motion for Vice Chair Lamb to be able to participate in the meeting by phone.

MOTION: Trustee Messersmith **SECOND:** Trustee

Kilpatrick

Motion passed unanimously.

Trustee Messersmith shared that he had the opportunity to meet with the SACSCOC committee and recently toured the Tallahassee Collegiate Academy. Trustee Kilpatrick commended the Alumni and Friends Hall of Fame Induction Ceremony and Tallahassee Science Festival, noting that both were wonderful events. Trustee Ward shared his appreciation for regular updates from the College and requested additional information on the Pitch For the Skilled Trades competition at the National Association of Community Colleges Entrepreneurship (NACCE) conference. President Murdaugh invited Cerissa Fondo, TSC's Director of Business and Workforce Development, to elaborate on the award. Fondo explained that the College was awarded \$24,000 in grant funds for the Landscape and Turf Management Program, set to launch next fall with dual enrollment planned for Wakulla High School students. Trustee Ward praised this outstanding initiative.

Vice Chair Lamb extended thanks to VP Heather Mitchell and her team for a successful Alumni and Friends Hall of Fame banquet. Trustee Stevens shared news of the Forensic Team's recent achievements, congratulating faculty member John Schultz and student assistant coach Elizabeth Blair. He also mentioned Chuck Moore, TSC Athletic Director, who recently hosted sixteen teams on campus for the Men's Basketball Jamboree.

Trustee Brown requested President Murdaugh to share how TSC helped other colleges during the recent hurricanes. President Murdaugh asked VP Candice Grause to provide highlights. VP Grause shared that TSC's Association of Florida Colleges (AFC) chapter organized donations for North Florida College following Hurricane Helene, and efforts continue to support colleges impacted by Hurricane Milton. President Murdaugh added that St. Petersburg College was heavily impacted, with hundreds of students in need of assistance, noting ongoing communication coordinated by the Department of Education and Risk Management Consortium.

President Murdaugh invited VP Barbara Wills to provide an update on how the recent hurricanes affected TSC. Dr. Wills outlined TSC's comprehensive preparedness and response efforts, detailing how

Facilities began preparations as soon as adverse weather was forecasted. TSC's Chief of Police, the Emergency Management Team, and the Communications Department worked collectively to ensure timely updates. Within a two-week span, Hurricane Helene (September 26) and Hurricane Milton (October 9) affected the area, resulting in minor roof leaks and damage primarily from tornadoes in May. Dr. Wills acknowledged that TSC hosted 200 National Guard members, 150 Utility Line workers, and Chief McGovern at the Student Union for two nights. FPSI provided rooms, meals, and accommodations for 550 FEMA contractors and first responders, serving over 5,000 meals during their eight-night stay. Dr. Wills expressed gratitude to Director Janet Hartman and her team for their exemplary service.

President Murdaugh asked Dr. Angela Long to provide a summary of the Future Ready Tallahassee Design-Thinking Session, a follow-up from the August Chamber Retreat. Dr. Long shared that 170 participants attended the session which featured a distinguished panel, including members from the Florida Chamber Foundation and industry leaders, including Dr. Calandra Stringer. She noted the session received positive feedback, resulting in the creation of a roadmap and the assembly of planning committees. Chair Moore remarked that the session offered valuable insights for businesses and our community, and thanked Dr. Long for her expertise.

President Murdaugh congratulated Chair Moore on receiving the 2024 National PR News People of the Year Award as Mentor of the Year, honoring her exceptional leadership and positive impact on her colleagues and the community.

APPROVAL OF MINUTES

1. September 2024 Minutes
Approve minutes as presented.

MOTION: Trustee Kilpatrick
Motion passed unanimously.

SECOND: Trustee Ward

INFORMATION AND NEWS ITEMS

VP Candice Grause provided an overview of recent media coverage for the College. She highlighted a widely circulated photo taken by Sean Rayford, Getty Images, of one of our adjunct professors wearing a new TSC t-shirt, assisting with sandbagging before Hurricane Helene. The photo was featured in the New York Times, NBC, BCC, and many other national outlets. MLB.com also reported on TSC's response to the recent storm, noting that Head Baseball Coach Bryan Henry contacted each of his players to check on their well-being.

VP Grause shared additional news coverage, including features on Worlds of Work (WOW), which TSC is hosting on campus, and the dedication ceremony for Tallahassee Collegiate Academy, celebrating its first-year designation as an “A” school, and the \$500,000 Workforce Development Capitalization Incentive Grant awarded to support its robotics program from the Florida Department of Education.

TSC was recognized in college rankings as well, with College Values naming it one of the top ten hidden gem colleges for student resources, program offerings, and affordability, while Intelligence ranked TSC’s criminal justice program among the most affordable associate degree options.

Broadcast clips were shown.

UNFINISHED BUSINESS

PRESENTATIONS

VP Heather Mitchell announced three significant donations. She introduced Clay Culpepper of Miller’s Tree Service, who donated \$10,000 to support athletics. A generous \$100,000 donation from the Jacarlene Foundation, given anonymously, will fund the Finish Strong Scholarship. Additionally, an extraordinary \$1 million donation from Paul Shovlain, also given anonymously, will establish an endowed nursing scholarship.

NEW BUSINESS

Approval of Consent Agenda

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Administrative Services

12. Fund Analysis - September
Presented as an information item only.
13. Renewal of Professional Services Contract – Legal Services
Approval of the renewal of the professional services agreement with Andrews, Crabtree, Knox and Longfellow, LLP for one (1) year.

MOTION: Trustee Messersmith **SECOND:** Trustee Kilpatrick
14. Guaranteed Maximum Price – TSC Center for Innovation (CFI) Third Floor Renovations Project – Correct Contractor Typo Error
Approve the attached Construction Manager Contract and Guaranteed Maximum Price from Childers Construction Co. for the TSC Center for Innovation (CFI) Third Floor Renovations Project.

MOTION: Trustee Kilpatrick **SECOND:** Trustee Messersmith
15. Construction Status Report
Presented as an information item only.
16. Architect Invoices
Authorize payment of architectural invoices as presented.

MOTION: Vice Chair Lamb **SECOND:** Trustee Stevens
17. Disposition of Surplus Property Assets
Authorize the College to dispose of the items designated as surplus.

MOTION: Trustee Stevens **SECOND:** Trustee Ward
18. Acquisition of Door Access System for Public Safety Student Housing
Approve the College’s request to purchase an automated door-locking system at FPSI.

MOTION: Trustee Stevens **SECOND:** Trustee Messersmith

BOARD OF TRUSTEES

PUBLIC COMMENT

WORKSHOP

President Murdaugh: Strategic Plan Final Report, 2019-2024

The Strategic Plan booklet, highlighting key achievements, was distributed, and President Murdaugh reviewed major points. He extended his gratitude to Dr. Angela Long for her proactive efforts in securing recognition for TSC and identifying valuable conference opportunities for professional development and presentation. President Murdaugh noted the growing attention on Academic Affairs, Student Affairs, and the institution as a whole, and directed trustees to the final page of the booklet listing the awards and recognitions of the past five years.

President Murdaugh proposed a half-day board retreat to discuss and create a new five-year strategic plan. He invited feedback from trustees to be shared immediately or after further reflection.

Chair Moore commended the institution's achievements, acknowledging the dedication of faculty, staff, students, and the leadership team in realizing the vision set five years ago. Trustee Brown expressed her admiration for the College's ability to stay on track to achieve incredible results, despite many challenges, affirming that the College is on a strong and promising path. Trustee Stevens echoed her sentiment, noting his involvement midway through the last strategic planning cycle and congratulating the team for simplifying a previously complex process. Trustee Ward requested for staff members have the opportunity to provide input for next strategic plan. Trustee Kilpatrick thanked the staff for their crucial role in translating strategic objectives into effective operations. Trustee Messersmith thanked President Murdaugh for the comprehensive summary, suggesting that a professional with credentials similar to Madeline Pumariega might lead us through the development of the next strategic plan, as she was a professional educator. Chair Moore expressed confidence in President Murdaugh or a member of his team to facilitate the board retreat but would consider an external facilitator if recommended. She thanked President Murdaugh for his leadership and suggested scheduling the board retreat for the first quarter of 2025.

PRESIDENT'S REPORT

Upcoming events:

- October 23: Worlds of Work 2024 Welcome Reception, 4:30 p.m. in FPAC
- October 25: Worlds of Work Breakfast, 8:30 a.m.
- November 4-8: AFC Annual Conference and Council of Presidents meeting in Orlando

- November 14: TSC to cohost Cyber Security with DOE, Center for Innovation

NEXT MEETING DATE

November 18, 2024

Location: **Florida Public Safety Institute**

ADJOURNMENT 4:16 p.m.

Karen Moore
Chair

Jim Murdaugh, Ph.D.
President

November 18, 2024

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 Invoices – Bryant Miller Olive (October 2024)

Item Description

Request for approval to pay invoices from Bryant Miller Olive, P.A. for legal services provided related to collective bargaining process and related to Faculty labor relations.

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 October 17, 2022 Board Meeting.

Funding/ Financial Implications

Funding is budgeted in Fund 1, the Current Unrestricted Fund. The current amount due is \$150.00 for October 2024.

Recommended Action

Authorize payment of invoices as presented.



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

Invoice Date: October 31, 2024
 Invoice No. 84632
 Client No. 25480.006

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

Purchase Order No. PO-021103

Statement of Legal Services

	Hours	
10/02/2024 DMH Draft email / vote	0.10	
10/03/2024 DMH Review emails and reply	0.10	
Current Services	0.20	\$50.00

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Denise M. Heekin	0.20	\$250.00	\$50.00

Payments

10/08/2024	Payment	ACH rec'd 10/8/24 Invoice 83971	1,050.00
10/25/2024	Payment	ACH rec'd 10/25/24 Invoice 84285	2,925.00
10/25/2024	Payment	ACH rec'd 10/25/24 Invoice 84474	1,507.50
			5,482.50

Total Current Work	\$50.00
Previous Balance Due	\$0.00
Balance Due	\$50.00

Tallahassee State College

Invoice Date: October 31, 2024
Invoice No. 84632
Client No. 25480.006

Please Reference Client Number On Checks And Wire Transfers

Mail Checks to:
1545 Raymond Diehl Road, Suite 300
Tallahassee, FL 32308
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



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

Invoice Date: October 31, 2024
 Invoice No. 84631
 Client No. 25480.002

For professional services rendered and expenses incurred
 regarding Tallahassee State College / L&E / General

Statement of Legal Services

			Hours	
10/22/2024	DMH	Review memorandum and market analysis and reply to email	0.30	
10/23/2024	DMH	Review emails from client	0.10	
Current Services			0.40	\$100.00

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Denise M. Heekin	0.40	\$250.00	\$100.00

Payments

10/08/2024	Payment	ACH rec'd 10/8/24 Invoice 83970	592.50
10/08/2024	Payment	ACH rec'd 10/8/24 Invoice 83835	300.00
10/25/2024	Payment	ACH rec'd 10/25/24 Invoice 84284	1,190.00
10/25/2024	Payment	ACH rec'd 10/25/24 Invoice 84473	75.00
			2,157.50

Total Current Work	\$100.00
Previous Balance Due	\$0.00
Balance Due	\$100.00

Tallahassee State College

Invoice Date: October 31, 2024
Invoice No. 84631
Client No. 25480.002

Please Reference Client Number On Checks And Wire Transfers

Mail Checks to:
1545 Raymond Diehl Road, Suite 300
Tallahassee, FL 32308
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

November 18, 2024

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 Resource Report

Item Description

This item request Board approval for personnel actions.

Overview and Background

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 2024-2025 Operating Budget.

Recommended Action

Approve the report as presented.

Original Appointments - Executive, Administrative, Managerial & Professional

Name	Position	Department	Effective Date
None to Report			

Original Appointments - Classified Staff

Name	Position	Department	Effective Date
Rowena Ford	FPSI Accounting Manager	FPSI Business Office	October 21, 2024
Jaime Houston	Dual Enrollment Advisor	Director of Recruiting and Admissions	October 7, 2024
Charlotte Huff	Financial Services Office Manager	Financial Services	October 21, 2024
Anya Yocum	Assessment Analyst	Research and Business	October 14, 2024
Jayhsen Lee	Maintenance Support Worker	Facilities	October 7, 2024
Kim Ardley	Transfer Specialist	Transfer Services	November 1, 2024

Original Appointments - Faculty

Name	Position	Department	Effective Date
None to Report			

Original Appointments - Contracts & Grants

Name	Position	Department	Effective Date
Megan Muhlbach	Teen Traffic Safety Program Assistant	FDOT - Teen Traffic Safety	October 7, 2024
Lataiya Moore	Career Development Specialist	100 Hour - Okeechobee C.I	October 7, 2024
Shan'Trez Ferguson	Career Development Specialist	100 Hour - Jefferson C.I.	October 11, 2024
Anthony West	Employee Navigator	100 Hour - SFRC	October 14, 2024
Betty Carralero-Frometa	Career Development Specialist	100 Hour - SFRC	October 25, 2024
Bettye McKinnon	Assessment Coordinator	DOE - Postsecondary Assessment	November 1, 2024

Seeking to Hold Political Office Requests (All Employees)

Name	Position	Department	Effective Date	Prior Position
None to Report				

Drop Retiree Participants (All Employees)

Name	Position	Department	Enrollment Date	End Period
None to Report				

Separations (All Employees)

Name	Position	Department	Effective Date	Separation Type
Doug Luciani	Corporate Solutions Manager	Workforce Development	October 4, 2024	Resigned
Benjamin Holley	Custodial Services Specialist	Facilities	October 4, 2024	Resigned
Garrison Farlin	Campus Police Officer	Campus Police	October 7, 2024	Resigned
Brance Chiadikobi	Career Development Specialist	DOCS - 100 Hour - Union CI	October 10, 2024	Resigned
Joseph MacMichael	Assistant Production Coordinator	Theatre	October 19, 2024	Resigned
Melode Parks	Office Manager (Hospitality)	FPSI Conference and Hospitality	October 23, 2024	Resigned
Amy Bradbury	Director of Financial Services	Financial Services	November 1, 2024	Resigned

Outside Employment Requests (All Employees)

Name	Position	Department	Employer	Position
None to Report				

Seeking to Hold Political Office Requests (All Employees)

Name	Position	Department	Office	Position
None to Report				

Personnel Changes (Promotions, Demotions - All Employees)

Name	Position	Department	Effective Date	Prior Position
Joseph Kyser	Custodial Services Specialist	Facilities	October 9, 2024	OPS
Deborah Poirier	Custodial Services Specialist	FPSI Environmental Services	October 16, 2024	OPS
Timothy Roberts	Career and Academic Advisor	Advising	October 17, 2024	Veterans Success Center Coordinator
James Brown	Lead Instructor, Commercial Vehicle Driving Program	CDL Program	November 1, 2024	PSAV Adjunct
Leah Haas	Sponsored Programs Coordinator	Sponsored Programs	November 1, 2024	Executive Assistant
Travis McKellar	Regional Civics Coach - Region 6	Civics Literacy Program - Region 2	November 1, 2024	Regional Civics Coach - Region 8
Jennifer Peavy	Director of Financial Services	Administrative Services	November 4, 2024	Student Financials Operation Officer

November 18, 2024

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 TSC
Foundation

SUBJECT: TSC Foundation – Gift Acceptance

Item Description

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

Overview and Background

Per TSC 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 TSC District Board of Trustees for a vote of acceptance by the College.

Past Actions by the Board

There are Funding/Financial implications arising from this gift.

Recommended Action

Accept gift as presented.

MEMORANDUM

TO: Dr. Jim Murdaugh
FROM: Heather Mitchell, Vice President for Institutional Advancement
Executive Director, TSC Foundation
DATE: November 18, 2024
RE: Donation of Hologic Fluoroscanner InSight Units - 2

The TSC Foundation has acquired through a donation of two Hologic Fluoroscanner InSight 2 Units (identical units) from Florida State University. Per FSU, these units are end of life and cannot be upgraded from Windows 4 to Windows 10. They would like to donate these items to our Radiologic Tech Program. The estimated value of each of these items is \$17,500 used.

The Foundation has spoken with the Healthcare Program and they would like to use these items in the Rad Tech Program.

FLUOROSCAN
InSight



InSight™ 2 Mini C-arm User Guide
MAN-04857 Revision 005

November 18, 2024

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 TSC
Foundation

SUBJECT: TSC Foundation Update

Item Description

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

Overview and Background

Attached is a report of funds raised by the TSC 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.

The Foundation would also like to extend an invitation to DBOT members to the following events:

- December 12 – TSC Foundation Holiday Hob Nob, 6:00 – 8:00 pm

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

Presented as an information item only.

TSC Foundation - Financial Update FY 24-25

April 1, 2024 - October 31, 2024

		YTD 22/23	YTD 23/24	YTD 24/25
TSC Foundation	Total Received	\$1,571,234.50	\$924,405.82	\$1,368,097.81
	Facility Support	\$127,496.13	\$127,082.94	\$8,781.30
	Program Support	\$715,711.65	\$307,459.62	\$633,373.86
	Scholarship Support	\$471,011.82	\$366,570.87	\$534,026.14
	Unrestricted Support	\$257,014.90	\$123,292.39	\$191,916.51
	Net Assets	\$18,235,785	\$20,591,037	\$25,976,064

		YTD 22/23	YTD 23/24	YTD 24/25
TSC Foundation	Number of Donors	675	580	538
	Number of Gifts	2055	2026	2086

		YTD 22/23	YTD 23/24	YTD 24/25
TSC Foundation	Total Received for Alumni	\$128,047	\$81,445	\$53,887
	Number of Donors	93	98	85
	Number of Gifts	429	481	448

		YTD 22/23	YTD 23/24	YTD 24/25
\$	Cash	\$1,571,234.50	\$924,405.82	\$1,368,097.81
	Gifts in Kind	\$0.00	\$13,905.00	\$0.00
	Total Raised - Pledges Received	\$2,295,049.71	\$1,005,645.09	\$2,481,830.02
	Planned Gifts Confirmed	2	3	1
	Planned Gift Amount	\$50,000.00	\$0.00	\$1,000,000.00
	Grants Applied For			30
	Grants Received			\$11,525,366
	Pledges Expected by March 31, 2025			\$64,555.01

The Foundation's Fiscal Year is April - March

November 18, 2024

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Calandra Stringer, Ph.D.
Vice President and Provost

SUBJECT: Academic Calendars 2025-2026 and 2026-2027

Item Description

This item requests that the Board approve the academic calendars for the 2025-2026 and 2026-2027 academic years.

Overview and Background

The proposed calendars are similar to previous calendars. They are aligned with spring break for the Leon County School District, Florida State University and Florida A&M University. The calendar meets all Florida statutory requirements.

Funding/ Financial Implications

There are no funding or financial matters associated with this item.

Past Actions by the Board

Annually, the Board reviews the academic calendar for approval.

Recommended Action

Approve the proposed 2025-2026 and 2026-2027 academic calendars.

**TALLAHASSEE STATE COLLEGE
2025-2026 ACADEMIC CALENDAR**

FALL TERM I (AUGUST 18 - DECEMBER 5, 2025)			
2025	Days	Description	No. Days
MAIN SESSION (8/18 to 12/5)			
August 11- 15	(M-F)	General Registration	
August 18	(M)	Classes Begin	
September 1	(M)	No Classes- Labor Day Observed	
November 11	(T)	No Classes - Veteran's Day Observed	
November 26 - 28	(W-F)	Thanksgiving Observed – Classes are Asynchronous Nov. 26, College closed Nov. 27-28 (College closes at 5 PM on 11/26. No class on Saturday 11/29)	
November 26	(W)	Classes End (Saturday classes end 11/22)	
December 1 - 5	(M-F)	Exams (Saturday exams 12/6)	
December 17	(W)	Winter Break (College suspends business at 11:30 AM; employees work until 1:00 PM on 12/17)	
TOTAL DAYS			76
SEPTEMBER EXPRESS (C SESSION) (9/8 to 12/5)			
September 8	(M)	Classes Begin	
November 11	(T)	No Classes - Veteran's Day Observed	
November 26 - 28	(W-F)	Thanksgiving Observed – Classes are Asynchronous Nov. 26, College closed Nov. 27-28 (College closes at 5 PM on 11/26. No class on Saturday 11/29)	
November 26	(W)	Classes End (Saturday classes end 11/22)	
December 1 - 5	(M-F)	Exams (Saturday exams 12/6)	
TOTAL DAYS			62
AUGUST EXPRESS (A SESSION) (8/18 to 10/10)			
August 18	(M)	Classes Begin	
September 1	(M)	No Classes- Labor Day Observed	
October 8	(W)	Classes End	
October 9 - 10	(R-F)	Exams	
TOTAL DAYS			39
OCTOBER EXPRESS (B SESSION) (10/15 to 12/5)			
October 15	(W)	Classes Begin	
November 11	(T)	No Classes - Veteran's Day Observed	
November 26 - 28	(W-F)	Thanksgiving Observed – Classes are Asynchronous Nov. 26, College closed Nov. 27-28 (College closes at 5 PM on 11/26. No class on Saturday 11/29)	
November 26	(W)	Classes End (Saturday classes end 11/22)	
December 1 - 5	(M-F)	Exams (Saturday exams 12/6)	
TOTAL DAYS			35

SPRING TERM (JANUARY 7 – MAY 1, 2026)			
2026	Days	Description	No. Days
MAIN SESSION (1/7 to 5/01)			
January 5	(M)	College Opens	
January 5 - 6	(M-T)	General Registration	
January 7	(W)	Classes Begin	
January 19	(M)	No Classes - Martin Luther King, Jr. Observed	
March 16 - 20	(M-F)	No Classes - Spring Break (No Saturday classes on 03/21)	
April 24	(F)	Classes End (Saturday classes end 04/25)	
April 27 – May 1	(M-F)	Exams (Saturday exams on 05/02)	
TOTAL DAYS			78
FEBRUARY EXPRESS (C SESSION) (2/04 to 5/01)			
February 4	(W)	Classes Begin	
March 16 - 20	(M-F)	No Classes - Spring Break (No Saturday classes on 03/21)	
April 24	(F)	Classes End (Saturday classes end 04/25)	
April 27 – May 1	(M-F)	Exams (Saturday exams on 05/02)	
TOTAL DAYS			59
JANUARY EXPRESS (A SESSION) (1/7 to 2/24)			
January 7	(W)	Classes Begin	
January 19	(M)	No Classes - Martin Luther King, Jr. Observed	
February 20	(F)	Classes End	
February 23- 24	(M-T)	Exams	
TOTAL DAYS			34
MARCH EXPRESS (B SESSION) (3/9 to 5/01)			
March 9	(M)	Classes Begin	
March 16 - 20	(M-F)	No Classes - Spring Break (No Saturday classes on 03/21)	
April 24	(F)	Classes End (Saturday classes end 04/25)	
April 27 – May 1	(M-F)	Exams (Saturday exams on 05/02)	
TOTAL DAYS			35

SUMMER TERM (MAY 7 – AUGUST 8, 2026)			
2026	Days	Description	No. Days
MAIN (C SESSION) (5/7 to 7/25)			
May 5 - 6	(T-W)	General Registration	
May 7	(R)	Classes Begin	
May 25	(M)	No Classes - Memorial Day Observed	
June 17	(W)	No Classes - May Express Exams	
June 19	(F)	No Classes - Juneteenth Observed	
July 3	(F)	No Classes - Independence Day Observed	
July 23	(R)	Classes End	
July 27 - 28	(M-T)	Exams	
TOTAL DAYS			43
MINI-MESTER (F SESSION) (5/11 to 6/2)			
May 11	(M)	Classes Begin	
May 25	(M)	No Classes - Memorial Day Observed	
June 1	(M)	Classes End	
June 2	(T)	Exams	
TOTAL DAYS			16
MAY EXPRESS (A SESSION) (5/7 to 6/18)			
May 7	(R)	Classes Begin	
May 25	(M)	No Classes - Memorial Day Observed	
June 16	(T)	Classes End	
June 17 - 18	(W-R)	Exams	
TOTAL DAYS			30
JUNE EXPRESS (B SESSION) (6/24 to 8/8)			
June 24	(W)	Classes Begin	
July 3	(F)	No Classes - Independence Day Observed	
July 22	(W)	No Classes - Main Session Exams	
August 4	(T)	Classes End	
August 5 - 6	(W-R)	Exams	
TOTAL DAYS			30

FACULTY CONTRACT DATES: FALL 2025

2025	Days	Description	No. Days
August 7 - 8	(R-F)	Faculty Contract Days Begin	2
August 11 - 15	(M-F)	Faculty Work Days	5
August 18	(M)	Classes Begin	10
September 1	(M)	Labor Day Observed; College Closed	21
October			23
November 11	(T)	Veteran's Day Observed; College Closed	
November 26 - 28	(W-F)	Thanksgiving Observed – Classes are Asynchronous Nov. 26, College closed Nov. 27-28 (College closes at 5 PM on 11/26. No class on Saturday 11/29)	18
November 26	(W)	Classes End (Saturday classes end 11/22)	
December 1 - 5	(M-F)	Exams (Saturday exams 12/6)	5
December 8	(M)	Faculty Work Day (Grades Due)	1
December 9	(T)	Faculty Work Day	1
December 17	(W)	Winter Break (College suspends business at 11:30, employees work until 1:00 PM on 12/17)	
TOTALS			85

FACULTY CONTRACT DATES: SPRING 2026

2026	Days	Description	No. Days
January 5 - 6	(M-T)	Faculty Work Days	2
January 7	(W)	Classes Begin	17
January 19	(M)	No Classes - Martin Luther King, Jr. Observed	
February			20
March 16 - 20	(M-F)	Spring Break (No Saturday classes on 03/21)	18
April 24	(F)	Classes End (Saturday classes end 04/25)	18
April 27 – May 1	(M-F)	Exams (Saturday exams on 05/02)	5
May 4	(M)	Faculty Work Day (Grades Due)	1
May 5	(T)	Faculty Work Day	1
TOTALS			82

TOTAL FACULTY WORKING DAYS FOR 2025-2026 = 167 DAYS

COLLEGE HOLIDAYS (college closed)

- September 1, 2025 – Labor Day
- November 11, 2025 - Veterans Day Observed
- November 27 – 28, 2023 – Thanksgiving (college closes on 11/26 at 5:00 pm)
- December 17, 2025 – January 2, 2026 – Christmas Holidays (college closes on 12/17 at 1:00 pm)
- January 19, 2026 – Martin Luther King Jr Day
- March 16– 20, 2026 – Spring Break (no Saturday classes on 3/21/26)
- May 25, 2026 – Memorial Day Observed
- June 19, 2026 – Juneteenth Day Observed
- July 3, 2026 – Independence Day Observed

**TALLAHASSEE STATE COLLEGE
2026-2027 ACADEMIC CALENDAR**

FALL TERM I (AUGUST 17 - DECEMBER 4, 2026)			
2026	Days	Description	No. Days
MAIN SESSION (8/17 to 12/4)			
August 10- 14	(M-F)	General Registration	
August 17	(M)	Classes Begin	
September 7	(M)	No Classes- Labor Day Observed	
November 11	(W)	No Classes - Veteran's Day Observed	
November 25- 27	(W-F)	Thanksgiving Observed – Classes are Asynchronous Nov. 25, College closed Nov. 26-27 (College closes at 5 PM on 11/25. No class on Saturday 11/28)	
November 25	(W)	Classes End (Saturday classes end 11/21)	
Nov 30 - Dec 4	(M-F)	Exams (Saturday exams 12/5)	
December 16	(W)	Winter Break (College suspends business at 11:30 AM; employees work until 1:00 PM on 12/16)	
TOTAL DAYS			76
SEPTEMBER EXPRESS (C SESSION) (9/8 to 12/4)			
September 8	(T)	Classes Begin	
November 11	(W)	No Classes - Veteran's Day Observed	
November 25- 27	(W-F)	Thanksgiving Observed – Classes are Asynchronous Nov. 25, College closed Nov. 26-27 (College closes at 5 PM on 11/25. No class on Saturday 11/28)	
November 25	(W)	Classes End (Saturday classes end 11/21)	
Nov 30 - Dec 4	(M-F)	Exams (Saturday exams 12/5)	
TOTAL DAYS			61
AUGUST EXPRESS (A SESSION) (8/17 to 10/9)			
August 17	(M)	Classes Begin	
September 7	(M)	No Classes- Labor Day Observed	
October 7	(W)	Classes End	
October 8 - 9	(R-F)	Exams	
TOTAL DAYS			39
OCTOBER EXPRESS (B SESSION) (10/14 to 12/4)			
October 14	(W)	Classes Begin	
November 11	(W)	No Classes - Veteran's Day Observed	
November 25- 27	(W-F)	Thanksgiving Observed – Classes are Asynchronous Nov. 25, College closed Nov. 26-27 (College closes at 5 PM on 11/25. No class on Saturday 11/28)	
November 25	(W)	Classes End (Saturday classes end 11/21)	
Nov 30 - Dec 4	(M-F)	Exams (Saturday exams 12/5)	
TOTAL DAYS			35

SPRING TERM (JANUARY 6 – APRIL 30, 2027)			
2027	Days	Description	No. Days
MAIN SESSION (1/6 to 4/30)			
January 4	(M)	College Opens	
January 4 - 5	(M-T)	General Registration	
January 6	(W)	Classes Begin	
January 18	(M)	No Classes - Martin Luther King, Jr. Observed	
March 15 - 19	(M-F)	No Classes - Spring Break (No Saturday classes on 03/20)	
April 23	(F)	Classes End (Saturday classes end 04/24)	
April 26 – 30	(M-F)	Exams (Saturday exams on 05/01)	
TOTAL DAYS			77
FEBRUARY EXPRESS (C SESSION) (2/03 to 4/30)			
February 3	(W)	Classes Begin	
March 15 - 19	(M-F)	No Classes - Spring Break (No Saturday classes on 03/20)	
April 23	(F)	Classes End (Saturday classes end 04/24)	
April 26 – 30	(M-F)	Exams (Saturday exams on 05/01)	
TOTAL DAYS			58
JANUARY EXPRESS (A SESSION) (1/6 to 2/23)			
January 6	(W)	Classes Begin	
January 18	(M)	No Classes - Martin Luther King, Jr. Observed	
February 19	(F)	Classes End	
February 22- 23	(M-T)	Exams	
TOTAL DAYS			34
MARCH EXPRESS (B SESSION) (3/8 to 4/30)			
March 8	(M)	Classes Begin	
March 15 - 19	(M-F)	No Classes - Spring Break (No Saturday classes on 03/20)	
April 23	(F)	Classes End (Saturday classes end 04/24)	
April 26 – 30	(M-F)	Exams (Saturday exams on 05/01)	
TOTAL DAYS			35

SUMMER TERM (MAY 6 – AUGUST 8, 2027)			
2027	Days	Description	No. Days
MAIN (C SESSION) (5/6 to 7/22)			
May 4 - 5	(T-W)	General Registration	
May 6	(R)	Classes Begin	
May 31	(M)	No Classes - Memorial Day Observed	
June 16	(W)	No Classes - May Express Exams	
June 18	(F)	No Classes - Juneteenth Observed	
July 5	(M)	No Classes - Independence Day Observed	
July 20	(T)	Classes End	
July 21 - 22	(W-R)	Exams	
TOTAL DAYS			41
MINI-MESTER (F SESSION) (5/10 to 6/1)			
May 10	(M)	Classes Begin	
May 28	(F)	Classes End	
May 31	(M)	No Classes - Memorial Day Observed	
June 1	(T)	Exams	
TOTAL DAYS			16
MAY EXPRESS (A SESSION) (5/6 to 6/17)			
May 6	(R)	Classes Begin	
June 15	(T)	Classes End	
June 16- 17	(W-R)	Exams	
TOTAL DAYS			30
JUNE EXPRESS (B SESSION) (6/23 to 8/5)			
June 23	(W)	Classes Begin	
July 5	(M)	No Classes - Independence Day Observed	
July 21	(W)	No Classes - Main Session Exams	
August 3	(T)	Classes End	
August 4 - 5	(W-R)	Exams	
TOTAL DAYS			30

FACULTY CONTRACT DATES: FALL 2026

2026	Days	Description	No. Days
August 6 - 7	(R-F)	Faculty Contract Days Begin	2
August 10 - 14	(M-F)	Faculty Work Days	5
August 17	(M)	Classes Begin	11
September 7	(M)	Labor Day Observed; College Closed	21
October			22
November 11	(W)	Veteran's Day Observed; College Closed	
November 25 - 27	(W-F)	Thanksgiving Observed – Classes are Asynchronous Nov. 25, College closed Nov. 26-27 (College closes at 5 PM on 11/25. No class on Saturday 11/28)	18
November 25	(W)	Classes End (Saturday classes end 11/21)	
November 30 to December 4	(M-F)	Exams (Saturday exams 12/5)	5
December 7	(M)	Faculty Work Day (Grades Due)	1
December 8	(T)	Faculty Work Day	1
December 16	(W)	Winter Break (College suspends business at 11:30, employees work until 1:00 PM on 12/16)	
TOTALS			85

FACULTY CONTRACT DATES: SPRING 2027

2027	Days	Description	No. Days
January 4 - 5	(M-T)	Faculty Work Days	2
January 6	(W)	Classes Begin	17
January 18	(M)	No Classes - Martin Luther King, Jr. Observed	
February			20
March 15 - 19	(M-F)	Spring Break (No Saturday classes on 03/20)	18
April 23	(F)	Classes End (Saturday classes end 04/24)	
April 26 – 30	(M-F)	Exams (Saturday exams on 05/01)	22
May 3	(M)	Faculty Work Day (Grades Due)	1
May 4	(T)	Faculty Work Day	1
TOTALS			81

TOTAL FACULTY WORKING DAYS FOR 2026-2027 = 166 DAYS

COLLEGE HOLIDAYS (college closed)

September 7, 2026 – Labor Day

November 11, 2026 - Veterans Day Observed

November 26 – 27, 2026 – Thanksgiving (college closes on 11/25 at 5:00 pm)

December 16, 2026 – January 1, 2027 – Christmas Holidays (college closes on 12/16 at 1:00 pm)

January 18, 2027 – Martin Luther King Jr Day

March 15– 19, 2027 – Spring Break (no Saturday classes on 3/20/27)

May 31, 2027 – Memorial Day Observed

June 18, 2027 – Juneteenth Day Observed

July 5, 2027 – Independence Day Observed

November 18, 2024

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Calandra Stringer, Ph.D.
Vice President and Provost

SUBJECT: General Education Institutional Review Certification – Part 2

Item Description

This item presents the results of an additional review of the College's general education course inventory. All changes will become effective Fall 2025.

Overview and Background

Florida Statute 1007.55(2) specifies that the presidents and boards of trustees of Florida's public colleges and universities must annually review and approve the general education course requirements at their respective institutions. The following items must be included for each listed general education course: (a) the general education distribution area; (b) the number of state universities that offer the course and the number of Florida College System institutions that offer the course; and (c) the course level.

The College's general education state core and institution core courses were previously reviewed and approved by the Board of Trustees at the August meeting and became effective for Fall 2024. This item provides the results of a second review that was conducted by the Florida Department of Education, Division of Florida Colleges. This item provides the detailed report, prepared on the Florida Department of Education's required template, to meet the statutory requirement.

Funding/ Financial Implications

There are no financial implications.

Past Actions by the Board

This is the revision of the first report required as a result of the 2023 legislation.

Recommended Action

Approve the College's list of general education courses for Fall 2025 implementation.

Certification Form

Academic Year 2025-26 General Education Courses

Please email signed form to Articulation@fldoe.org no later than November 22, 2024.

Dear Commissioner Diaz,

I certify that my institution has reviewed our general education course options for compliance with sections 1007.24, 1007.25, and 1007.55, Florida Statutes.

- Reviewed Excel spreadsheet provided by the Office of K-20 Articulation.
- Submitted new courses or changes to the Statewide Course Numbering System (SCNS).

FCS/SUS President Signature

Board of Trustee Chair Signature

Tallahassee State College
Institution

November 18, 2024
Date

November 18, 2024
Date

November 18, 2024
Date of Board Approval

**Statewide Course Numbering System
General Education Course Report**

Prefix	Level	Course Number	Lab	Course Title	Date of Last Update	Credit	General Ed Core	General Ed Requirements	Course Review Status	General Education Updates	Additional Updates	Total # Institutions Offering Course	
MAC	2	233		CALCULUS FOR MANAGEMENT	08/01/2010	3		Math	Reviewed: Updated	General Education (Institution)	Course Description	36	
POS	1	041		NATIONAL GOVERNMENT	07/01/2018	3	Social Sciences	Social Sciences	Reviewed: Updated	General Education (Core)	Course Description	40	
POS	1	112		STATE AND LOCAL GOVERNMENT	08/02/2019	3		Social Sciences	Reviewed: Updated	General Education (Institution)	Course Description	16	
HSC	1	100		CONCEPTS OF POSITIVE LIVING	08/02/2007	3		Social Sciences	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	5	This course was changed to an elective.
HSC	2	200		PRINCIPLES OF CONTEMPORARY HEALTH	08/01/2010	3		Social Sciences	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	1	This course was changed to an elective.
POS	2	001		INTRODUCTION TO POLITICAL SCIENCE	08/02/2019	3		Social Sciences	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	5	This course was changed to an elective.
DEP	2	004		HUMAN DEVELOPMENT: BIRTH TO SENES	08/02/2019	3		Social Sciences	Reviewed: Updated	General Education (Institution)	Course Description	19	
BSC	1	005		INTRO TO BIOLOGICAL SCIENCES	08/01/2015	3	Natural Science	Natural Science	Reviewed: Updated	General Education (Core)	Course Description	38	
ENL	2	000		BRITISH LITERATURE	08/01/1995	3		Humanities	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	2	This course was changed to an elective.
MCB	2	004		MICROBIOLOGY	08/01/2007	3.0		Natural Science	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	1	This course was changed to an elective.
PSY	2	012		GENERAL PSYCHOLOGY	08/01/2015	3	Social Sciences	Social Sciences	Reviewed: Updated	General Education (Core)	Course Description	40	
EUH	1	001		WESTERN CIVILIZATION II	08/02/2019	3		Social Sciences	Reviewed: Updated	General Education (Institution)	Course Description	14	
MAC	2	311		CALCULUS WITH ANALYTIC GEOMETRY I	08/01/2015	5	Math	Math	Reviewed: Updated	General Education (Core)	Course Description	40	
REL	2	300		WORLD RELIGIONS	08/01/2010	3.0			Reviewed: Removed from General Education		Course Description	28	This course was changed to an elective.
PHY	1	020		FUNDAMENTALS OF PHYSICS	08/02/2023	3	Natural Science	Natural Science	Reviewed: Updated	General Education (Core)	Course Description	32	
PHY	2	048		GENERAL PHYSICS I	08/01/2015	4	Natural Science	Natural Science	Reviewed: Updated	General Education (Core)	Course Description	39	
HUM	2	529		AMERICAN MUSIC TRADITION: POPULAR	01/01/1989	3		Humanities	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	1	This course was changed to an elective.
MAC	2	313		CALCULUS WITH ANALYTIC GEOMETRY II	03/26/1991	4		Math	Reviewed: Updated	General Education (Institution)	Course Description	29	
SOP	2	002		SOCIAL PSYCHOLOGY	08/02/2019	3		Social Sciences	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	3	This course was changed to an elective.
BSC	2	085		ANATOMY AND PHYSIOLOGY I	08/01/2015	3	Natural Science	Natural Science	Reviewed: Updated	General Education (Core)	Course Description	35	
AST	1	002		INTRODUCTION TO ASTRONOMY	08/01/2015	3	Natural Science	Natural Science	Reviewed: Updated	General Education (Core)	Course Description	38	
GLY	1	030		ENVIRONMENTAL GEOLOGY	08/01/2007	3		Natural Science	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	5	This course was changed to an elective.
SOP	2	740		PSYCHOLOGY OF WOMEN	08/02/2019	3		Social Sciences	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	1	This course was changed to an elective.
MMC	1	100		WRITING FOR MASS COMMUNICATION	04/02/1998	3		Communications	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	2	This course was changed to an elective.
SYG	2	361		THANATOLOGY: DYING & DEATH	08/02/2019	3.0		Social Sciences	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	2	This course was changed to an elective.
BOT	1	000		PLANT SCIENCE	08/01/2007	3		Natural Science	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	4	This course was changed to an elective.
PHI	2	010		PHILOSOPHY	08/02/2019	3	Humanities	Humanities	Reviewed: Updated	General Education (Core)	Course Description	39	
PSC	1	121		INTRODUCTION TO PHYSICAL SCIENCES	08/01/2007	3.0		Natural Science	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	11	This course was changed to an elective.
ANT	2	511		INTRODUCTION TO PHYSICAL ANTHROPO	08/02/2019	3			Reviewed: Removed from General Education		Other Changes	9	This course was changed to an elective.
HUM	2	525		AMERICAN MUSIC TRADITION: JAZZ	07/01/2009	3		Humanities	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	1	This course was changed to an elective.
AMH	2	020		HISTORY OF THE UNITED STATES II	07/01/2018	3	Social Sciences	Social Sciences	Reviewed: Updated	General Education (Core)	Course Description	40	
MET	1	010		METEOROLOGY	08/01/2007	3		Natural Science	Reviewed: Updated	General Education (Institution)	Course Description	16	
PHY	1	053		ELEMENTARY COLLEGE PHYSICS I	08/02/2023	3	Natural Science	Natural Science	Reviewed: Updated	General Education (Core)	Course Description and Cov	39	
MAP	2	302		DIFFERENTIAL EQUATIONS I	08/01/1996	3		Math	Reviewed: Updated	General Education (Institution)	Course Description	25	
MGF	1	107		MATHEMATICS II FOR LIBERAL ARTS	08/01/2015	3			Reviewed: Removed from General Education		Course Description	26	This course was changed to an elective.
SYG	2	010		CONTEMPORARY SOCIAL PROBLEMS	08/02/2019	3.0			Reviewed: Removed from General Education		Other Changes	22	This course was changed to an elective.
OCE	1	001		INTRODUCTORY OCEANOGRAPHY	08/01/2007	3		Natural Science	Reviewed: Updated	General Education (Core)	Course Description	28	This course was Added to the Core
MAC	2	312		CALCULUS WITH ANALYTIC GEOMETRY II	08/01/1996	5		Math	Reviewed: Updated	General Education (Institution)	Course Description	35	
BSC	2	010		BIOLOGY FOR SCI MAJOR I	08/01/2018	3	Natural Science	Natural Science	Reviewed: Updated	General Education (Core)	Course Description	40	
CHM	1	045		GENERAL CHEMISTRY I	08/01/2015	3	Natural Science	Natural Science	Reviewed: Updated	General Education (Core)	Course Description	40	
EUH	1	000		WESTERN CIVILIZATION I	08/02/2019	3		Social Sciences	Reviewed: Updated	General Education (Institution)	Course Description	18	
AMH	2	010		HISTORY OF THE UNITED STATES I	08/02/2019	3		Social Sciences	Reviewed: Updated	General Education (Core)	Course Description	36	This course was Added to the Core
ENC	1	102		ARGUMENT AND PERSUASION	08/01/1983	3		Communications	Reviewed: Updated	General Education (Institution)	Course Description	37	
ENC	1	101		COLLEGE COMPOSITION	08/01/2015	3	Communications	Communications	Reviewed: Updated	General Education (Core)	Course Description	40	
PHI	2	100		INTRODUCTORY LOGIC	08/01/2005	3		Humanities	Reviewed: Updated	General Education (Institution)	Course Description	19	
LIT	2	100		MASTERPIECES OF WORLD LITERATURE	01/01/1981	3		Humanities	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	5	This course was changed to an elective.
GLY	2	010		INTRODUCTION TO GEOLOGY	08/01/2007	3		Natural Science	Reviewed: Updated	General Education (Core)	Course Description	25	This course was Added to the Core; changed title
CHM	1	020		CHEMISTRY FOR GENERAL EDUCATION	08/01/2015	3	Natural Science	Natural Science	Reviewed: Updated	General Education (Core)	Course Description	29	
THE	2	100		INTRODUCTION TO THEATRE HISTORY	08/01/1993	3		Humanities	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	7	This course was changed to an elective.
ARH	2	051		ART HISTORY - RENAISSANCE THROUGH	08/01/2015	3		Humanities	Reviewed: Updated	General Education (Institution)	Course Description	31	
ANT	2	410		INTRODUCTION TO CULTURAL ANTHROPO	08/02/2019	3			Reviewed: Removed from General Education		Course Description	14	This course was changed to an elective.
SYG	2	230		RACE AND MINORITY GROUP RELATIONS	08/01/2013	3.0		Social Sciences	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	4	This course was changed to an elective.
ARH	2	050		ART HISTORY - PREHISTORY THROUGH C	08/01/2015	3		Humanities	Reviewed: Updated	General Education (Institution)	Course Description	32	
MAC	1	105		COLLEGE ALGEBRA	08/01/2015	3	Math	Math	Reviewed: Updated	General Education (Core)	Course Description	40	
ECO	2	013		PRINCIPLES OF ECONOMICS: MACRO	08/01/2015	3	Social Sciences	Social Sciences	Reviewed: Updated	General Education (Core)	Course Description	39	
INR	2	002		INTERNATIONAL RELATIONS	08/02/2019	3		Social Sciences	Reviewed: Updated	General Education (Institution)	Course Description	20	
CHM	1	032		GENERAL CHEMISTRY FOR ALLIED HEALTH	08/23/1993	3.0		Natural Science	Reviewed: Updated	General Education (Institution)	Course Description	15	This course is a duplicate
GEA	2	000		WORLD REGIONAL GEOGRAPHY	08/02/2019	3		Social Sciences	Reviewed: Updated	General Education (Institution)	Course Description	15	
SYG	1	000		PRINCIPLES OF SOCIOLOGY	08/02/2019	3	Social Sciences	Social Sciences	Reviewed: Updated	General Education (Institution)	Other Changes	36	This course was removed from the core but remains an institution gen ed; course description updated
PHI	2	600		ETHICS	08/01/2001	3		Humanities	Reviewed: Updated	General Education (Institution)	Course Description	20	
CHD	2	220		CHILD DEVELOPMENT: FROM CONCEPTI	08/02/2019	3.0		Social Sciences	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	1	This course was moved to an elective.
ECO	2	023		PRINCIPLES OF ECONOMICS: MICRO	08/02/2019	3		Social Sciences	Reviewed: Updated	General Education (Institution)	Course Description	26	
SYG	2	430		MARRIAGE AND THE FAMILY	08/02/2019	3.0		Social Sciences	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	8	This course was changed to an elective.
SYG	2	340		HUMAN SEXUALITY	08/02/2019	3.0		Social Sciences	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	2	This course was changed to an elective.
STA	2	023		INTRODUCTORY STATISTICS	08/01/2015	3	Math	Math	Reviewed: Updated	General Education (Core)	Course Description	39	
MGF	1	106		MATHEMATICS I FOR LIBERAL ARTS	08/01/2015	3			Reviewed: Removed from General Education		Course Description	28	This course was changed to an elective.
BSC	2	011		BIOLOGY FOR SCIENCE MAJORS II	04/19/1984	3.0		Natural Science	Reviewed: Updated	General Education (Institution)	Course Description	32	
HUM	2	210		HUMANITIES OF THE WORLD: PREHISTO	05/01/2015	3.0		Humanities	Reviewed: Updated	General Education (Institution)	Course Description	21	

**Statewide Course Numbering System
General Education Course Report**

Prefix	Level	Course Number	Lab	Course Title	Date of Last Update	Credit	General Ed Core	General Ed Requirements	Course Review Status	General Education Updates	Additional Updates	Total # Institutions Offering Course	
HUM	2	230		HUMANITIES OF THE WORLD: SIXTEENTH	05/01/2015	3.0		Humanities	Reviewed: Updated	General Education (Institution)	Course Description	18	Also, changed course number to HUM 2220
GLY	2	160		GEOLOGY OF NATIONAL PARKS	08/02/2007	3		Natural Science	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	2	This course was changed to an elective.
CLP	1	001		PSYCHOLOGY OF PERSONAL & SOCIAL A	08/02/2019	3.0		Social Sciences	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	6	This course was changed to an elective.
AML	2	301		MAJOR AMERICAN WRITERS	08/01/2005	3.0		Humanities	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	1	This course was changed to an elective.
ENC	1	141		WRITING ABOUT LITERATURE	08/01/2005	3.0		Communications	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	7	This course was changed to an elective.
ARH	2	500		ART OF THE WORLD	08/01/2020	3.0			Reviewed: Removed from General Education		Course Description	5	This course was changed to an elective.
HUM	2	210		HUMANITIES OF THE WORLD: PREHISTOR	08/02/2016	3		Humanities	Reviewed: Updated	General Education (Institution)	Course Description	21	This course is listed twice in SCNS
MUH	2	011		INTRODUCTION TO MUSIC HISTORY	07/01/2009	3.0		Humanities	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	6	This course was changed to an elective.
SLS	1	510		COLLEGE SUCCESS	08/01/2016	3.0		Social Sciences	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	1	This course was changed to an elective.
CPO	2	001		INTRODUCTION TO COMPARATIVE POLIT	08/02/2019	3		Social Sciences	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	7	This course was changed to an elective.
MUH	2	120		WORLD MUSIC CULTURES	08/01/2013	3.0		Humanities	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	1	This course was changed to an elective.
ESC	1	000		EARTH & ITS ENVIRONMENT	08/01/2015	3	Natural Science	Natural Science	Reviewed: Updated	General Education (Core)	Course Description	30	
AML	2	600		AFRICAN-AMERICAN LITERATURE	08/02/2007	3		Humanities	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	12	This course was changed to an elective.
STA	2	122		INTRODUCTION TO APPLIED STATISTICS	08/01/2007	4		Math	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	5	This course was changed to an elective
ANT	2	140		INTRODUCTION TO ARCHAEOLOGY	08/02/2019	3		Social Sciences	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	3	This course was changed to an elective.
BSC	1	020		INTRODUCTION TO HUMAN BIOLOGICAL	08/01/2009	3		Natural Science	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	11	This course was changed to an elective.
WOH	2	012		HISTORY OF CIVILIZATION I	08/01/2013	3		Social Sciences	Reviewed: Updated	General Education (Institution)	Course Description	19	
WOH	2	022		HISTORY OF CIVILIZATION II	08/02/2019	3		Social Sciences	Reviewed: Updated	General Education (Institution)	Course Description	20	
MAC	1	114		TRIGONOMETRY	06/01/2012	3		Math	Reviewed: Updated	General Education (Institution)	Course Description	32	
MAC	1	140		PRECALCULUS ALGEBRA	06/01/2012	3		Math	Reviewed: Updated	General Education (Institution)	Course Description	31	
MAC	1	147		PRECALCULUS ALGEBRA/TRIGONOMETR	06/01/2012	5		Math	Reviewed: Updated	General Education (Institution)	Course Description	25	
SLS	2	261		DYNAMICS OF STUDENT LEADERSHIP DE	08/01/2015	3.0		Social Sciences	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	2	This course was changed to an elective.
ARH	2	000		ART APPRECIATION	08/02/2019	3	Humanities	Humanities	Reviewed: Updated	General Education (Core)	Course Description	39	
MUL	2	010		MUSIC APPRECIATION	08/02/2019	3	Humanities	Humanities	Reviewed: Updated	General Education (Core)	Course Description	39	
HUM	2	020		INTRODUCTION TO THE HUMANITIES	08/02/2019	3	Humanities	Humanities	Reviewed: Updated	General Education (Core)	Course Description	37	
LIT	2	000		INTRODUCTION TO LITERATURE	08/02/2019	3	Humanities	Humanities	Reviewed: Updated	General Education (Core)	Course Description	26	
THE	2	000		THEATRE APPRECIATION	08/02/2019	3	Humanities	Humanities	Reviewed: Updated	General Education (Core)	Course Description	36	
ANT	2	000		INTRODUCTION TO ANTHROPOLOGY	08/02/2019	3	Social Sciences	Social Sciences	Reviewed: Updated	General Education (Core)	Course Description	30	
EVR	1	001		INTRODUCTION TO ENVIRONMENTAL SCI	08/01/2016	3	Natural Science	Natural Science	Reviewed: Updated	General Education (Core)	Course Description	35	
REL	2	210		INTRODUCTION TO THE OLD TESTAMENT	08/01/2017	3		Humanities	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	8	This course was changed to an elective.
REL	2	240		INTRODUCTION TO THE NEW TESTAMEN	08/01/2017	3		Humanities	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	7	This course was changed to an elective.
SOP	2	780		PSYCHOLOGY OF THE AFRICAN AMERIC	08/01/2018	3			Reviewed: Removed from General Education		Other Changes	1	This course was changed to an elective.
LAH	1	093		LATIN AMERICAN HISTORY	08/01/2022	3		Social Sciences	Reviewed: Removed from Gene	General Education (Institution)	Other Changes	2	This course was changed to an elective.
MGF	1	130		MATHEMATICAL THINKING	11/4/2024	3	Math	Math	Reviewed: Updated	General Education (Core)		41	This course was added as a general education core
MGF	1	131		MATHEMATICS IN CONTEXT	11/4/2024	3		Math	Reviewed: Updated	General Education (Institution)		41	This course was added as a general education institution course

November 18, 2024

MEMORANDUM

TO: Jim Murdaugh, Ph.D.
President

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

SUBJECT: Fund Analysis - October

Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of 10/31/2024.

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 report for the month of October is attached to this item.

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

Presented as an information item only.

**Tallahassee State College Fund Analysis
Unrestricted Current Fund
As of October 31, 2024**

REVENUE	October Actual	Monthly Budget	YTD Actual	YTD Budget	Annual Budget	% of YTD Budget
Student Fees	\$ 3,101,571	\$ 2,654,056.50	\$ 16,226,582	\$ 10,616,226	\$ 31,848,678	51%
State Support	2,929,680	3,589,169	12,847,453	14,356,674	43,070,023	30%
Federal Support	33,789	62,500	181,731	250,000	750,000	24%
Other Revenue	645,497	145,833	1,181,088	583,333	1,750,000	67%
TOTAL REVENUE	6,710,537	6,451,558	30,436,854	25,806,234	77,418,701	39%
EXPENSES	October Actual	Monthly Budget	YTD Actual	YTD Budget	Annual Budget	% of YTD Expenses
<u>PERSONNEL COSTS</u>						
Administrative	308,380	320,833	1,263,620	1,283,333	3,850,000	33%
Instructional	1,244,081	1,208,333	5,067,543	4,833,333	14,500,000	35%
Non-Instructional	1,516,294	1,625,000	5,962,586	6,500,000	19,500,000	31%
OPS	849,381	625,000	2,380,738	2,500,000	7,500,000	32%
Personnel Benefits	1,145,632	1,089,058	4,541,076	4,356,234	13,068,701	35%
TOTAL PERSONNEL COSTS	5,063,768	4,868,225	19,215,563	19,472,900	58,418,701	33%
<u>CURRENT EXPENSES</u>						
Services	382,210	370,213	1,886,661	1,480,850	4,442,551	42%
Material & Supplies	131,200	285,224	1,398,327	1,140,895	3,422,685	41%
Other Current Charges	504,205	761,230	3,500,923	3,044,921	9,134,764	38%
TOTAL CURRENT EXPENSES	1,017,615	1,416,667	6,785,911	5,666,667	17,000,000	40%
CAPITAL OUTLAY	-	166,667	17,103	666,667	2,000,000	1%
TOTAL EXPENSES	\$ 6,081,383	\$ 6,451,558	\$ 26,018,577	\$ 25,806,234	\$ 77,418,701	34%

**Purchase Orders from \$100,000 to \$324,999 +
Issued in October 2024**

Purchase Order	PO Issue Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-021749	10/10/2024	Elder Care Services, Inc.	172,800.00	Catered lunch service for Tallahassee Collegiate Academy Charter School.	Solicitation via ITB 2023-07 - Vended School Meal Services (May 2023).

November 18, 2024

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

Item Description

This item requests Board approval of Policy Manual changes in chapters 1000 – Executive-Administrative-Managerial Professional, 2000 – Instructional and 3000 – Noninstructional.

Overview and Background

The College brings forth a request to modify the College’s Policy Manual: revisions of policies within chapters 1000 – Executive-Administrative-Managerial Professional, 2000 - Instructional, 3000 - Noninstructional.

Highlights of these changes include:

1425, 2425, 3425 - Employee Attendance and Leave - Policies revised to include employee wellness.
1520, 3520 - Professional Development and Tuition Assistance – Policies revised to include reimbursement for professional licensure.
3705 - Call Back/On Call - Policy revised to clarify on call compensation for classified staff.

The policies may be reviewed at:

<https://www.tsc.fl.edu/about/college/district-board-of-trustees/public-notice/upcoming-policies/>

Funding/ Financial Implications

N/A

Past Actions by the Board

The Board approved previous revisions to the College’s Policy Manual in August 2024.

Recommended Action

Approve revision of College policies as presented.

November 18, 2024

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 of October 2024.

Overview and Background

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

Architects | Lewis + Whitlock, PA - \$0.00
BKJ, Inc. Architecture - \$56,315.00
Clemons, Rutherford & Associates, Inc. - \$0.00
DAG Architects, Inc. - \$0.00
EMI Architects - \$0.00
Fitzgerald Collaborative Group, LLC - \$13,454.03

Past Actions by the Board

The Board last authorized architect invoices at the October 21, 2024 meeting.

Funding/ Financial Implications

Funds for minor projects and Master Plans are available from the Capital Improvement fees.

Recommended Action

Authorize payment of architectural invoices as presented.

INVOICE NO. 2
 Project Invoice No. 3



TO: Tallahassee Community College
 ATTN: Accounts Payable
 444 Appleyard Drive
 Tallahassee, Florida 32304-2895

Page: 1 of 1 Pages

TCC Purchase Order No.: PO 020281 - 1

FROM: BKJ Inc. Architecture
 1621 Physicians Drive
 Tallahassee, Florida 32308

Project Name:
Library Improvements - Conceptual Schematic Design
 Date: 10/10/2024

THE PRESENT STATUS OF THE ACCOUNT IS AS FOLLOWS:

SERVICE	TOTAL FEE	PERCENT COMPLETE	AMOUNT DUE	LESS PREVIOUSLY BILLED	AMOUNT DUE THIS INVOICE
BASIC SERVICES					
Phase 1- Advanced Schematic Design	\$28,075.00	100%	\$28,075.00	\$28,075.00	\$0.00
Phase 2- Design Development	\$56,315.00	100%	\$56,315.00	\$0.00	\$56,315.00
Phase 3- 100% Construction Documents	\$57,530.00	0%	\$0.00	\$0.00	\$0.00
Phase 4- Permitting/Bid	\$9,350.00	0%	\$0.00	\$0.00	\$0.00
Phase 5- Construction Administration	\$30,450.00	0%	\$0.00	\$0.00	\$0.00
ADDITIONAL SERVICES					
Phase 6- Existing Conditions Drawings	\$8,785.00	100%	\$8,785.00	\$8,785.00	\$0.00
Phase 7- Record Documents	\$2,775.00	0%	\$0.00	\$0.00	\$0.00
Phase 8- Telecom and A/V Design	\$20,065.00	0%	\$0.00	\$0.00	\$0.00
Phase 9- AHU Replacement	\$34,335.00	0%	\$0.00	\$0.00	\$0.00
Phase 10- Code Minimum Commissioning	\$8,000.00	0%	\$0.00	\$0.00	\$0.00
Phase 11- Renderings	\$9,975.00	0%	\$0.00	\$0.00	\$0.00
Phase 12- Energy Forms	\$750.00	0%	\$0.00	\$0.00	\$0.00
Add Serv 1- Structural Load Analysis	\$8,040.00	100%	\$8,040.00	\$8,040.00	\$0.00
OTHER PROJECT COSTS					
Reimbursable Expenses	\$700.00	0%	\$0.00	\$0.00	\$0.00
GRAND TOTALS	\$275,145.00		\$101,215.00	\$44,900.00	\$56,315.00
Total due Architect/Engineer					\$56,315.00

Please remit payment to the following address:

BKJ, Inc. Architecture
1621 Physicians Drive
Tallahassee, FL 32308

Thank you for your business. Please do not hesitate to call me if you have any questions. We appreciate the opportunity to provide architectural services to your organization.

CERTIFIED TRUE AND CORRECT BY:

Bonnie Davenport
 (Signature of Principal)

Bonnie Davenport AIA, President
 (Typed Name and Title)

Tallahassee Community College
 444 Appleyard Drive
 Tallahassee, FL 32304
 United States of America
 Federal ID: 59-1141270
 Tax Exemption ID: 85-80-125307-72C8



Change Order

Purchase Order Number	PO-020281 - 1
Purchase Order Date	05/14/2024
Payment Terms	Net 30
Requestor	Jenny Shuler
Phone Number	(850) 201-6200

Supplier:
BKJ, Inc. 1621 Physicians Drive Tallahassee, FL 32308 United States of America

Ship To:
Tallahassee Community College 444 Appleyard Drive Tallahassee, FL 32304 United States of America

Comments:
PJ-0496 Library Improvements - Maker Spaces - A/E Fees Contact: Don.Herr@tcc.fl.edu Invoice: Jenny.Shuler@tcc.fl.edu **REF: TCC RFQ 2022-11 ; Approved at the January 17, 2023 BOT Meeting** CHANGE ORDER NO. 1 - Increasing PO by \$8,040.00 for additional fees. NEW PO TOTAL: \$275,145.00

Bill To:
Tallahassee State College ATTN: Accounts Payable 444 Appleyard Drive Tallahassee, FL 32304-2895 United States of America (850) 201-8525

Currency	Total Lines Amount	Total Tax Amount	Total PO Amount
USD	275,145.00	0.00	275,145.00

Service Lines						
Line Number	Item Name	Description	Start Date	End Date	Due Date	Amount
1		Proposal for the full architectural/engineering (A/E) services from advanced schematic design through construction administration services, for the proposed Makerspace Improvements to the 1st floor of the Library Building#30 at the TCC Main Campus - Site 1, located at 444 Appleyard Drive in Tallahassee, FL. Specifics per attached proposal dated May 7, 2024. **REF: TCC RFQ 2022-11 ; Approved at the January 17, 2023 BOT Meeting**				275,145.00

Messages
 Tallahassee Community College does not discriminate against any person on the basis of age, color, disability, ethnicity, gender identity, genetic information, marital status, national origin, pregnancy, race, religion, sex, sexual orientation, or veteran status in its programs and activities

 Verification of Employment: PER FLORIDA STATUTE 448.095, the firm shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all persons employed during the contract term by the firm to perform employment duties within Florida and all persons (including sub-consultants) assigned by the firm to perform work pursuant to the contract with Tallahassee Community College.

 Purchase Order and Terms and Conditions-Supplier Information for Tallahassee Community College : <https://www.tcc.fl.edu/about/college/administrative-services/purchasing/supplier-information/>

Director of Procurement and Auxiliary Services
 Dustin Frost

Tallahassee Community College
444 Appleyard Drive
Tallahassee, FL 32304
United States of America
Federal ID: 59-1141270
Tax Exemption ID: 85-80-125307-72C8



Change Order

Purchase Order Number	PO-020281 - 1
Purchase Order Date	05/14/2024
Payment Terms	Net 30
Requestor	Jenny Shuler
Phone Number	(850) 201-6200

Please send all Invoices to Accounts Payable - "AcctPay@tcc.fl.edu"
To ensure timely payments, TCC requires the College's purchase order number to be included on all invoices submitted for payment.

Any questions related to payment of supplier invoices should be directed to the TCC Accounts Payable Office at (850) 201-8565.



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Fitzgerald Collaborative Group, LLC

Tallahassee Community College
 Jenny Shuler
 444 Appleyard Drive
 Tallahassee, FL 32304-2895

Invoice number 230202_1024
 Date 10/31/2024

Project 230202 TCC - SOLAR PANEL CANOPIES
 FOR MAIN CAMPUS

Purchase Order # PO-017463

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Basic Services					
Schematic Design	12,200.00	100.00	12,200.00	12,200.00	0.00
Design Development	9,630.00	100.00	9,630.00	9,630.00	0.00
Design Development - Kever	2,000.00	100.00	2,000.00	2,000.00	0.00
Permit Documents	6,025.00	100.00	6,025.00	6,025.00	0.00
Permit Documents - Kever	4,500.00	100.00	4,500.00	4,500.00	0.00
Bidding and Negotiation/GMP Coordination	6,650.00	100.00	6,650.00	6,650.00	0.00
Construction Administration	12,900.00	0.00	0.00	0.00	0.00
Construction Administration - Kever	1,500.00	0.00	0.00	0.00	0.00
Subtotal	55,405.00	74.01	41,005.00	41,005.00	0.00
Additional Required Services					
Schematic Designn -Independent Green Technologies	7,802.00	100.00	7,802.00	7,802.00	0.00
Design Docuemnts - Independent Green Technologies	7,802.00	100.00	7,802.00	7,802.00	0.00
Permit Documtns - Independent Green Technologies	7,802.00	100.00	7,802.00	7,802.00	0.00
Programming Confirmation	7,500.00	100.00	7,500.00	7,500.00	0.00
Measured Drawings	4,500.00	100.00	4,500.00	4,500.00	0.00
Subtotal	35,406.00	100.00	35,406.00	35,406.00	0.00
Basic Design-Build Service					
Bidding and Negotiation/GMP	5,908.80	100.00	0.00	5,908.80	5,908.80
Construction Phase	23,635.20	10.00	0.00	2,363.52	2,363.52
Subtotal	29,544.00	28.00	0.00	8,272.32	8,272.32
Total	120,355.00	70.36	76,411.00	84,683.32	8,272.32

Invoice total 8,272.32

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
230202_1024	10/31/2024	8,272.32	8,272.32				
	Total	8,272.32	8,272.32	0.00	0.00	0.00	0.00



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Tallahassee Community College

Project 230202 TCC - SOLAR PANEL CANOPIES FOR MAIN CAMPUS

Invoice number 230202_1024

Date 10/31/2024

We appreciate your business. Please remit payment at your earliest convenience to 850 S Gadsden St., Suite 140, Tallahassee, FL 32301. If you have any questions please contact Judith 832.331.9418, or judith@fc-groupllc.com.



TALLAHASSEE • ATLANTA

Fitzgerald Collaborative Group, LLC

Tallahassee Community College
Jenny Shuler
444 Appleyard Drive
Tallahassee, FL 32304-2895

Invoice number 240203_1024
Date 10/31/2024

Project 240203 MAIN CAMPUS SOLAR PANEL
CANOPIES-DESIGN-BUILD GMP

For Professional Services

P.O. Number PO-019844

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Basic Services					
GMP & Design-Build Contract	1,587,254.19	0.33	0.00	5,181.71	5,181.71
Total	1,587,254.19	0.33	0.00	5,181.71	5,181.71

Invoice total 5,181.71

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
240203_1024	10/31/2024	5,181.71	5,181.71				
	Total	5,181.71	5,181.71	0.00	0.00	0.00	0.00

We appreciate your business. Please remit payment at your earliest convenience to 850 S Gadsden St., Suite 140, Tallahassee, FL 32301. If you have any questions please contact Judith 832.331.9418, or judith@fc-groupllc.com.

November 18, 2024

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 TSC 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 – NOVEMBER 2024

MAIN CAMPUS (SITE 1)

TSC PROJECT#	TASK / PROJECT NAME	%COMPLETE	DUE DATE	NOTES / STATUS
PJ-0530	Workforce Development Bldg#38 Roof	15%	January 2025	Materials ordered
PJ-0530	Plant Ops/Surplus Bldg#56 Roof	25%	December 2024	Materials received
PJ-0426	DH Sim Lab Remodel - AP 160 Classroom	100%	October 2024	Complete – OEF 209 Pending 11/18/24 BOT Approval
PJ-0426	AP 150 Door Install	15%	November 2024	Doors received; Pending installation
PJ-0426	Window Replacement DH Sim Lab AP 160	5%	November 2024	Awaiting bids
PJ-0165	SM 118 - Classroom Renovations	100%	October 2024	Complete
PJ-0355	CH 233 - Classroom Renovations	100%	October 2024	Complete
PJ-0531	HSS 107 - Classroom Renovations	5%	December 2024	All materials received
PJ-0532	SM 130 - Classroom Renovations	15%	December 2024	Construction in progress
PJ-0533	SM 210 - Classroom Renovations	5%	January 2025	All materials received
PJ-0534	SMA 140 - Classroom Renovations	5%	February 2025	All materials received
PJ-0535	TPP 182 - Classroom Renovations	5%	December 2024	All materials received
PJ-0536	TPP 184 - Classroom Renovations	5%	June 2025	All materials received
PJ-0537	TPP 188 - Classroom Renovations	5%	June 2025	All materials received
PJ-0538	TPP 204 - Classroom Renovations	5%	June 2025	All materials received
PJ-0501 PJ-0502	Ceiling and Window Replacements WD 208, 219	50%	December 2024	Ceiling complete; Windows on order
PJ-0501 PJ-0502	Ceiling and Window Replacements TPP 204	50%	December 2024	Ceiling complete; Windows on order
PJ-0501 PJ-0502	Ceiling and Window Replacements AD 219	50%	December 2024	Ceiling complete; Windows on order
PJ-0501	Ceiling Replacements AD 208/209	50%	December 2024	Ceiling complete; Windows on order

PJ-0501 PJ-0502	Ceiling and Window Replacements DH 206	50%	December 2024	Ceiling complete; Windows on order
PJ-0502	Window Replacements AD 248	10%	December 2024	Window on order
PJ-0379	Sidewalk Repairs, Elimination of Trip Hazards	Continuous	On-going	Repaired 1,660 Trip Hazards Replaced 74 sections of Sidewalk Repaired 156' of new curb
PJ-0337 PJ-0422	State DM - Elevator Door Lock Monitoring Systems Bldg# 1,2,5,6,8,9,11N,11S,12,18, 27,30,35,39,41	90%	December 2024	Awaiting materials for Building#01, 12 and 18; New Mini split HVAC expected November 1 st for SM Bldg#18 & CH Bldg#05
N/A	Athletics – Sand Pro Equipment	10%	May 2025	Purchase order submitted
PJ-0341	Athletics – Softball / Baseball Complex Improvements	50%	November 2024	Work commenced 5/14/2024
PJ-0428	CUP Renovation and Infrastructure	90%	June 2025	Materials ordered
PJ-0467	Lightning Protection - CUP	100%	October 2024	Complete
PJ-0365	CUP Control Room and ADA Restrooms	95%	November 2024	Pending Final Completion
PJ-0428	CUP - Install Air Dirt Separator	10%	December 2024	Christmas shut down during Break
PJ-0428	SM Bldg#18 - 1, 2, 3 & 4 AHU Replacement	10%	December 2024	Scheduled for Christmas Break
PJ-0428	Library Bldg#30 - AHU 1 Replacement	10%	November 2024	PO issued
PJ-0428	Replace Smardt Chiller	5%	November 2024	Scheduled for Christmas Break
PJ-0374	State DM - 15KV Electrical Underground Infrastructure	20%	March 2025	Equipment ordered and expected by Fall 2024
N/A	Transfer of Electrical Bldg#16 to Leon County School Board	45%	TBD	Pending LCS and TSC BOT approval
PJ-0414	Parking Garage Bldg#37 Repairs	20%	January 2025	Repairs in progress
N/A	Dale Mabry Museum	15%	TBD	Survey completed, MOU to be developed
PJ-0434	Truck Driving Program Expansion/Grant	5%	TBD	Environmental exemption submitted and pending approval
PJ-0485	TCA/AC Bldg#08 Third Floor Renovations/Upgrades	15%	Summer 2025	RAM Construction to provide GMP for January 21, 2025 BOT approval
PJ-0498	TCA/AC Bldg#08 Second Floor Renovations/Upgrades	15%	Summer 2025	RAM Construction to provide GMP for January 21, 2025 BOT approval

PJ-0496	Six Innovation/Maker Spaces in Library Bldg#30	20%	June 2025	Mad Dog Construction to provide GMP for January 21, 2025 BOT approval
PJ-0436	Solar Powered Covered Walkways	15%	March 2025	Construction in progress
PJ-0445	English Bldg#01 Restrooms Renovation	100%	October 2024	Complete – OEF 209 Pending 11/18/24 BOT Approval
PJ-0540	SU Food Service 105 Renovation	15%	November 2024	Parts on order
PJ-0378	C-Cure Locks / NIST 800-171	25%	December 2024	Parts for 8 locations on order Total 36 to be accomplished: 8 In progress 19 completed
TSC PROJECT#	SUSTAINABILITY	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Hydration Stations	Continuous	On-going	Prevented 708,353 Plastic Bottles from going to landfills
N/A	Recycled Plastic Lumber/Furniture	Continuous	On-going	Prevented 3,376,000 Plastic Bags from going to landfills
N/A	CO2 Avoidance	Continuous	On-going	Prevented 35,418 lbs. of CO2 emissions into atmosphere

GADSDEN SERVICE CENTER (SITE 2)

TSC PROJECT#	TASK / PROJECT NAME	%COMPLETE	DUE DATE	NOTES / STATUS
PJ-0491	Vacate Kent Street	85%	November 2024	Application submitted to the City of Quincy
TSC PROJECT#	SUSTAINABILITY	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Hydration Stations	Continuous	On-going	Prevented 1,227 Plastic Bottles from going to landfills
N/A	CO2 Avoidance	Continuous	On-going	Prevented 61 lbs. of CO2 emissions into atmosphere

FLORIDA PUBLIC SAFETY INSTITUTE (SITE 3)

TSC PROJECT#	TASK / PROJECT NAME	%COMPLETE	DUE DATE	NOTES / STATUS
PJ-0405	State DM - Replace Chillers, Pumps and Install VFD's Bldg#4	100%	November 2024	Complete
PJ-0405	CUP Controls for Replaced Chillers, Pumps and VFD's	100%	November 2024	Complete
N/A	Housing/Dorm Modernization	45%	August 2025	Replacing toilets, beds, etc. Lights complete

N/A	Replace Housing 450 Gallon Hot Water Expansion Tank	95%	November 2024	Tank installed, awaiting insulation
PJ-0448	Dining Facility Renovations	45%	November 2024	Roof Access, awaiting Fabrication
PJ-0480	FPSI Housing Elevator Modernization	10%	January 2025	Scheduled for December
PJ-0489	FPSI Dorm Wing Windows South Bldg#10	5%	TBD	Obtaining multiple quotes
PJ-0482	FPSI Dorm Wing Windows North Bldg#11	5%	TBD	Obtaining multiple quotes
PJ-0484	FPSI Bridge and Sidewalks	100%	October 2024	Complete
PJ-0486	FPSI Stormwater Drainage	60%	June 2025	Repairs in progress
PJ-0487	FPSI Firing Range Improvements	50%	June 2025	Commenced repairs
TBD	Lighting Road and Pathway	10%	January 2025	Install lighting
PJ-0428	Water pressure Regulating Valves	40%	TBD	Installing valves at Defensive Tactics, Dorm Bldg, Conference Center & Housing Bldg. Complete - Administration Bldg, Classroom Bldg, Dining Hall
TSC PROJECT#	SUSTAINABILITY	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Hydration Stations	Continuous	On-going	Prevented 187,036 Plastic Bottles from going to landfills
N/A	CO2 Avoidance	Continuous	On-going	Prevented 9,352 lbs. of CO2 emissions into atmosphere

CENTER FOR INNOVATION (SITE 4)

TSC PROJECT#	TASK / PROJECT NAME	%COMPLETE	DUE DATE	NOTES / STATUS
PJ-0467	Lightning Protection	90%	November 2024	Construction commenced 9/30/2024
PJ-0423	State DM - CFI Exterior Envelope (Walls & Windows)	25%	June 2025	Project underway
PJ-0424	State DM - CFI Exterior Staircases	25%	June 2025	Project underway
PJ-0431	CFI Smoke Exhaust Removal	95%	December 2024	Punch list
N/A	CFI – Lower Level Improvements	5%	TBD	Contractor Reviewing existing modular cubicles
PJ-0497	CFI – 3 rd Floor Renovation	20%	February 2025	PO issued for GMP

TSC PROJECT#	SUSTAINABILITY	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Hydration Stations	Continuous	On-going	Prevented 13,024 Plastic Bottles from going to landfills
N/A	CO2 Avoidance	Continuous	On-going	Prevented 651 lbs. of CO2 emissions into atmosphere

GHAZVINI CENTER FOR HEALTHCARE EDUCATION (SITE 5)

TSC PROJECT#	TASK / PROJECT NAME	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Install Walkway to TMH Lower Parking Area	10%	December 2024	In progress
TSC PROJECT#	SUSTAINABILITY	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Hydration Stations	Continuous	On-going	Prevented 54,141 Plastic Bottles from going to landfills
N/A	CO2 Avoidance	Continuous	On-going	Prevented 2,707 lbs. of CO2 emissions into atmosphere

WAKULLA ENVIRONMENTAL INSTITUTE (SITE 6)

TSC PROJECT#	TASK / PROJECT NAME	%COMPLETE	DUE DATE	NOTES / STATUS
PJ-0340	Infrastructure	10%	TBD	In progress
PJ-0353	Irrigation Well	10%	TBD	In progress
TSC PROJECT#	SUSTAINABILITY	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Hydration Stations	Continuous	On-going	Prevented 5,562 Plastic Bottles from going to landfills
N/A	CO2 Avoidance	Continuous	On-going	Prevented 278 lbs. of CO2 emissions into the atmosphere

November 18, 2024

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: Certificate of Final Inspection – TSC Dental Simulation Lab Remodel in
Academic Support (AP) Building No. 03

Item Description

This item requests approval from the District Board of Trustees for the attached Certificate of Final Inspection, Office of Educational Facilities (OEF) Form 209, for the TSC Dental Simulation Lab Remodel in Academic Support (AP) Building No. 03 Project, located in the Academic Support (AP) Building #03 at TSC Site 1 – Main Campus.

Overview and Background

In accordance with TSC Board Policy 6340 - Reduction of Retainage and Final Payment to Contractor for Construction Projects and the State Requirements for Educational Facilities (SREF) Chapter 4 Section 3, final payment cannot be made to the contractor until; project has been inspected by architect or other designated personnel, Certificate of Occupancy and/or Certificate of Final Inspection has been issued, project has been completed and is Board approved. The Construction Manager at Risk (CMAR) for this project, Allstate Construction, Inc. has completed all required close-out documents and has confirmed the space is in full operation.

Funding/ Financial Implications

This construction contract was funded by a federal grant and local college funds. The construction project is complete and final payment to the contractor is contingent upon Board Approval.

Past Actions by the Board

The Board previously approved the Guaranteed Maximum Price (GMP) for this project at the November 27, 2023 District Board of Trustees meeting.

Recommended Action

Approve the attached Certificate of Final Inspection, Office of Educational Facilities (OEF) Form 209, authorizing final payment to contractor, Allstate Construction, Inc. for the TSC Dental Simulation Lab Remodel in Academic Support (AP) Building No. 03 Project.

FLORIDA DEPARTMENT OF EDUCATION
Office of Educational Facilities

CERTIFICATE OF FINAL INSPECTION

TO: Office of Educational Facilities (OEF) 325 West Gaines Street, Room 1054 Tallahassee, Florida 32399-0400 (850) 245-0494 Fax (850) 245-9236 or (850) 245-9304	OEF USE ONLY
INSTRUCTIONS: Submit for OEF files one copy of the completed form for all projects with construction costs exceeding \$300,000. Mark the appropriate term within the parentheses. Reproduce this form in sufficient quantity for your use. Section 1013.37(2)(c), F.S.	

RE: 4829-1 OEF Assigned Project Number

Tallahassee State College (School District Florida College)

Site I - Main Campus (School Name Campus)

27 (School College) Code Number

Dental Simulation Lab Remodel in Academic Support (AP) Building#03 Description of Project

SECTION A: BOARD'S ACCEPTANCE

Upon the recommendation of our Project (Architect Engineer) as certified in Section B below, in accordance with Chapter 1013, F.S., THE BOARD ACCEPTED the above-referenced project on November 18, 2024

Name (Type or Print) _____

Signature: _____ Date: _____

(Superintendent President)

SECTION B: (ARCHITECT ENGINEER) CERTIFICATION

As PROJECT (ARCHITECT ENGINEER), I have inspected this project and, in my considered professional opinion, the work required by the contract for this project has been completed in accordance with approved contract documents; Chapter 1013, Florida Statutes; Rule 6A-2.0010, FAC; Chapter 553, F.S.; and the Florida Building Code.

Signature: [Signature] Date: 11/01, 2024

Firm Name: DAG Architects

Address: 1223 Airport Road, #104 Destin Florida 32541

Street/P.O. Box City State Zip

SECTION C: Building Official Other (Specify) Certification

I have inspected the project, and in my considered opinion, it is complete and in accordance with applicable statutes, rules, and codes.

Name (Type or Print) George F. Kimbrel III BU 2140

Signature: [Signature] Date: 11/1/24

(Building Official Certified Inspector)

SECTION D: FACILITY INFORMATION.

1. TYPE OF PROJECT: <input type="checkbox"/> New Plant <input type="checkbox"/> Addition <input checked="" type="checkbox"/> Remodeling <input type="checkbox"/> Renovation <input type="checkbox"/> _____	2. CORRECTED "SPACE INVENTORY REPORT" (land, building, room) HAS BEEN FILED WITH THE OEF: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A If "No," explain: _____
3. SOURCE OF FUNDS: <input checked="" type="checkbox"/> Local <input type="checkbox"/> State <input checked="" type="checkbox"/> Federal <input type="checkbox"/> _____	4. ADJUSTED FINAL CONTRACT AMOUNT: \$ <u>912,856.07</u> 5. PROJECT GROSS SQUARE FOOTAGE: <u>2041</u> SQ. FT. 6. COST PER GROSS SQUARE FOOT: \$ <u>447.26</u> 7. COST PER STUDENT STATION: \$ <u>29,447</u>

CERTIFICATE OF FINAL INSPECTION (CFI)

8. BUILDING CONTRACT DATE: <u>12/05/2023</u>	Substantial COMPLETION DATE: <u>08/02/2024</u>
9. CHANGE ORDERS - List of each Change Order and amount (excluding Direct Purchase amounts).	
C.O. No. <u>1</u> \$ <u>-86,654.84</u>	C.O. No. _____ \$ _____
C.O. No. _____ \$ _____	C.O. No. _____ \$ _____
C.O. No. _____ \$ _____	C.O. No. _____ \$ _____
C.O. No. _____ \$ _____	C.O. No. _____ \$ _____
10. Date of Occupancy: <u>11/01/2024</u>	
11. Additional Information:	

November 18, 2024

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: Certificate of Final Inspection – TSC English Building No.1 Restroom
Renovation (ADA) Project

Item Description

This item requests approval from the District Board of Trustees for the attached Certificate of Final Inspection, Office of Educational Facilities (OEF) Form 209, for the TSC English Building No.1 Restroom Renovation (ADA) Project, located in the English (EN) Building #01 at TSC Site 1 – Main Campus.

Overview and Background

In accordance with TSC Board Policy 6340 - Reduction of Retainage and Final Payment to Contractor for Construction Projects and the State Requirements for Educational Facilities (SREF) Chapter 4 Section 3, final payment cannot be made to the contractor until the project has been inspected by an architect or other designated personnel, Certificate of Occupancy and/or Certificate of Final Inspection has been issued, project has been completed and is Board approved. The Construction Manager at Risk (CMAR) for this project, Southern Standard Construction, has completed all required close-out documents and has confirmed the space is in full operation.

Funding/ Financial Implications

This construction contract was funded by local college funds. The construction project is complete and final payment to the contractor is contingent upon Board Approval.

Past Actions by the Board

The Board previously approved the Guaranteed Maximum Price (GMP) for this project at the May 20, 2024 District Board of Trustees meeting.

Recommended Action

Approve the attached Certificate of Final Inspection, Office of Educational Facilities (OEF) Form 209, authorizing final payment to contractor, Southern Standard Construction, for the TSC English Building No.1 Restroom Renovation (ADA) Project.

FLORIDA DEPARTMENT OF EDUCATION
Office of Educational Facilities

CERTIFICATE OF FINAL INSPECTION

TO: Office of Educational Facilities (OEF) 325 West Gaines Street, Room 1054 Tallahassee, Florida 32399-0400 (850) 245-0494 Fax (850) 245-9236 or (850) 245-9304	OEF USE ONLY
INSTRUCTIONS: Submit for OEF files one copy of the completed form for all projects with construction costs exceeding \$300,000. Mark the appropriate term within the parentheses. Reproduce this form in sufficient quantity for your use. Section 1013.37(2)(c), F.S.	

RE: 4831-1 OEF Assigned Project Number
Tallahassee State College (School District Florida College)
Site 1 - Main Campus (School Name Campus)
27 (School College) Code Number
TSC English Building#01 Restrooms Renovation (ADA) Description of Project

SECTION A: BOARD'S ACCEPTANCE

Upon the recommendation of our Project (Architect Engineer) as certified in Section B below, in accordance with Chapter 1013, F.S., THE BOARD ACCEPTED the above-referenced project on November 18, 2024

Name (Type or Print) _____
 Signature: _____ Date: _____
 (Superintendent President)

SECTION B: (ARCHITECT ENGINEER) CERTIFICATION

As PROJECT (ARCHITECT ENGINEER), I have inspected this project and, in my considered professional opinion, the work required by the contract for this project has been completed in accordance with approved contract documents; Chapter 1013, Florida Statutes; Rule 6A-2.0010, FAC; Chapter 553, F.S.; and the Florida Building Code.


Signature: Dan Capoot  Date: November 1, 2024

Firm Name: BKJ, Inc.

Address: 1621 Physicans Dr Tallahassee FL 32308
Street/P.O. Box City State Zip

SECTION C: (Building Official Other (Specify) Certification

I have inspected the project, and in my considered opinion, it is complete and in accordance with applicable statutes, rules, and codes.

Name (Type or Print) George F. Kimbrel III BU 2140
 Signature:  Date: 11/1/24
 Building Official Certified Inspector

SECTION D: FACILITY INFORMATION.

1. TYPE OF PROJECT: <input type="checkbox"/> New Plant <input type="checkbox"/> Addition <input type="checkbox"/> Remodeling <input checked="" type="checkbox"/> Renovation <input type="checkbox"/> _____	2. CORRECTED "SPACE INVENTORY REPORT" (land, building, room) HAS BEEN FILED WITH THE OEF: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A If "No," explain: _____
3. SOURCE OF FUNDS: <input checked="" type="checkbox"/> Local <input type="checkbox"/> State <input type="checkbox"/> Federal <input type="checkbox"/> _____	4. ADJUSTED FINAL CONTRACT AMOUNT: \$ <u>404,572.02</u> 5. PROJECT GROSS SQUARE FOOTAGE: <u>538 SF</u> SQ. FT. 6. COST PER GROSS SQUARE FOOT: \$ <u>752.00/SF</u> 7. COST PER STUDENT STATION: \$ <u>NA</u>

CERTIFICATE OF FINAL INSPECTION (CFI)

8. BUILDING CONTRACT DATE: 05/22/2024 COMPLETION DATE: 11/1/2024

9. CHANGE ORDERS - List of each Change Order and amount (excluding Direct Purchase amounts).

C.O. No. <u>1</u> \$ <u>-31,414.77</u>	C.O. No. _____ \$ _____
C.O. No. _____ \$ _____	C.O. No. _____ \$ _____
C.O. No. _____ \$ _____	C.O. No. _____ \$ _____
C.O. No. _____ \$ _____	C.O. No. _____ \$ _____

10. Date of Occupancy: 10/22/2024

11. Additional Information:

November 18, 2024

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: 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 - Support for Implementation and Maintenance of Charter Schools Federal Grant - Technical Assistant - Amendment 9

This amendment extended the award date to 9/30/25. The award amount remains the same.

Florida Department of Education – Support for Implementation and Maintenance of The Charter Schools Federal Grant - Administration - Amendment 6

This amendment extended the award date to 9/30/25. The award amount remains the same.

Florida Department of Education - Support for Florida Military Veterans - Transition to Teacher Project 23/24 - Amendment 2

This amendment extended the award date to 10/30/24. The award amount remains the same.

Florida Department of Education - Instructional Materials augment Position 24/25

This award will provide ongoing support to the Bureau of Standards and Instructional Support in implementing the state's responsibilities with instructional materials. The amount of the award is \$140,000 including an indirect cost rate of 8%. The funding period is 8/20/24 - 9/30/25

II. Commitments, Expenditures, Contracts for Service

None at this time.

Past Actions by the Board

Florida Department of Education - Support for Implementation and Maintenance of Charter Schools Federal Grant - Technical Assistant

Amendment 8 was approved at the November 2023 Board of Trustees meeting.

Florida Department of Education – Support for Implementation and Maintenance of The Charter Schools Federal Grant – Administration

Amendment 5 was approved at the September 2023 Board of Trustees meeting.

Florida Department of Education - Support for Florida Military Veterans - Transition to Teacher Project 23/24

Amendment 1 was approved at the March 2024 Board of Trustees meeting.

Funding/ Financial Implications

The above projects are established in Fund 2, Restricted Accounts. The total indirect anticipated from the increased awards is \$11,200.

Recommended Action

Authorize funding for the awards and contracts as presented.