

August 18, 2025

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, August 18, 2025 Board Meeting.

The meeting will be held on our Main Campus in the Board Room of the Hinson Administration Building, 444 Appleyard Drive, Tallahassee, Florida, 32304, 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, August 18, 2025**  
**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.](#) 2025 June Board Minutes  
Approve minutes as presented.

**BOARD OF TRUSTEES**

- [2.](#) Election of Officers for 2025-2026

**INFORMATION AND NEWS ITEMS**

**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.

3. Attorney Invoices – Bryant Miller Olive (July 2025)

Authorize payment of invoices as presented.

4. Human Resource Report

### ***TSC Foundation***

5. TSC Foundation Update

Presented as an information item only.

### ***Academic Affairs***

6. General Education Institutional Review Certification

Approve the College's list of general education courses for 2026-2027.

7. Dual Enrollment Articulation Amendment

Approve the amendment to the 2025-2026 dual enrollment articulation agreements.

### ***Administrative Services***

8. Fund Analysis - July

For information only, no Board action required.

- [9.](#) Disposition of Surplus Property Assets  
Authorize the College to dispose of the items designated as surplus.
- [10.](#) Sponsored Programs – Provider  
Authorize funding for the awards and contracts as presented.
- [11.](#) Architect Invoices  
Authorize payment of architectural invoice(s) as presented.
- [12.](#) Construction Status Report  
Presented as an information item only.
- [13.](#) Resubmit Capital Improvement Plan (CIP) 2026-27 Through 2028-2029  
Approve the updated 2026-27 through 2028-29 CIP, as provided on the attached CIP-1 and CIP-2 forms.
- [14.](#) FY 2025-2026 College Operating Budget Amendment #1  
Approve Amendment #1 of the College's FY 2025-2026 Operating Budget.
- [15.](#) Spot Survey 3.2  
Approve the attached Educational Plant Spot Survey 3.2.

### ***Information Technology***

- [16.](#) Information Technology Plan for FY 2025-26.  
Approve the Information Technology Plan for FY 2025-26.

### ***Institutional Effectiveness***

- [17.](#) Transition of Institutional Accreditation from the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to the Higher Learning Commission (HLC).  
  
Approve the transition of institutional accreditation from the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to the Higher Learning Commission (HLC).

[18.](#) The District Board of Trustees 2025 Board Self-Evaluation.

Recommend that the District Board of Trustees of Tallahassee State College acknowledge and accept the results of the 2025 Board Self-Evaluation as presented.

## **PUBLIC COMMENT**

## **WORKSHOP**

## **PRESIDENT'S REPORT**

## **NEXT MEETING DATE**

September 15, 2025

Location: **Wakulla Environmental Institute**

## **ADJOURNMENT**

**Minutes  
District Board of Trustees  
Tallahassee State College  
444 Appleyard Drive  
Tallahassee, FL 32304  
Monday, June 16, 2025  
Business Meeting – 2:30 PM**

**CALL TO ORDER**

On Monday, June 16, Chair Karen Moore called the Tallahassee College District Board of Trustees meeting to order at 2:30 p.m.

Chair Moore asked everyone to stand for a moment of silence and the Pledge of Allegiance.

**Members Present:** Chair Karen Moore, Trustees Monesia Brown, Jonathan Kilpatrick, and Frank Messersmith.

**By Phone:** Trustee Monte Stevens

**Absent:** Vice Chair Eugene Lamb and Trustee Charlie Ward

**Others Present:** President Jim Murdaugh, Trevoris McDaniel, Angela Long, Bobby Jones, Calandra Stringer, Tricia Rizza, Heather Mitchell, Carlecia Collins, Allison Fleischmann, Jennifer Peavy, Kalynda Holton, Katie Bahmann, Bill Spiers, Christen Givens, Barbara Wills, Kendrick Scott, Christy Bailey, Elisa Reino, Sila Lott, Donmetrie Clark, Brendie Hawkins, Shelly L. Bell, Lei Wang, Jason Fowler, Sheri Rowland, Amanda Clements, Heather Marie Mitchell, Riley Landy, Jennifer Carr, Wayne Almy, Amber O'Connell, Cerissa Fondo, Chuck Moore, Frank Mix, Krystal Bowden, Alaijah Brown, Pablo Perez de Alejo, Wendi Davis, and Bertie Culbreath.

**COMMENTS**

i. Chair Remarks:

Chair Moore asked the Trustees to motion for Trustee Stevens to be able to vote by calling in on the phone.

**Motion:** Trustee Messersmith **Second:** Trustee Kilpatrick  
Motion passed unanimously.

Chair Moore expressed her gratitude to President Murdaugh and Dr. Long for their leadership with the recent AI Summit and Library of Future Design-Thinking Session. She shared that she attended Commissioner Diaz's summit in Miami. She praised the strength and dedication of the TSC Board of Trustees, noting it as the best among the 28 state colleges. She thanked her fellow trustees for their support, passion, commitment to student success, and accountability in governance. Additionally, she recognized the College's role in the Talent Strong Capital region event, noting Dr. Murdaugh's long-standing support of the event since its inception.

ii. Trustee Remarks:

- a. Trustee Stevens echoed Chair Moore's sentiments, emphasizing that the strength of the board is a reflection of the dedicated staff, faculty, and most importantly, students.
- b. Trustee Kilpatrick praised the Attorney General's Law Enforcement Officer of the Year ceremony at the Florida Public Safety Institute, describing it as incredibly well done and filled with powerful, inspiring stories.
- c. Trustee Messersmith shared his appreciation for the AI Summit and Library of the Future Design-Thinking Session, both of which he found thought-provoking and informative.
- d. Trustee Brown reflected on the spring commencement ceremony and praised the recent social media feature about one of the spring graduates.

iii. President's Remarks: President Murdaugh began by recognizing Chair Moore as the inaugural recipient of the John A. Pieno Jr. Sterling Leadership Award from the Florida Sterling Council and congratulated her on this prestigious honor. He reminded trustees to submit their Form 1, Financial Disclosure, by the July 1 deadline and noted that VP Barbara Wills would be available to assist with any questions.

President Murdaugh asked Provost Calandra Stringer to give an update on recent personnel changes. She shared the following.

- The vacancy in the Director of the Learning Commons role presented an opportunity to reimagine the structure of academic support services. As a result, a new position was created to oversee the library and Learning Commons, and Anthony Jones was appointed Dean to oversee both areas. In this new role, he will continue to lead the annual Science Festival.

- Dr. Tricia Rizza has been named Associate Vice President for Academic Affairs, transitioning from her prior role as Associate Dean of Faculty Initiatives.
- Kilisha Fain has joined Academic Affairs as Special Projects Coordinator, bringing valuable experience from her role supporting the Chief of Staff in the Office of the President.

President Murdaugh asked Carlecia Collins and VP Heather Mitchell to provide a legislative update.

- Carlecia Collins reported that both the House and Senate chambers were scheduled to convene at 7 p.m. to finalize and adopt the budget and the conforming bills, with a final note expected around 10 p.m., officially concluding the 2025 legislative session.
- VP Mitchell noted that the Florida College System requested a \$200 million increase, of which \$60 million was approved. In addition to advocating for increased operational funding, the FCS also prioritized support for the state health insurance plan. She expressed appreciation to Carlecia Collins and the team at Gray Robinson for their efforts this year. TSC requested \$10 million for the Gadsden County expansion and was awarded \$2.82 million.

President Murdaugh concluded his remarks by reflecting on legislative outcomes, stating that TSC fared well compared to other institutions. He noted that the budget presented to the board at the meeting in August will likely be lean but expressed confidence in the College's ability to navigate fiscal challenges.

1. 2025 May Board Minutes  
Approve minutes as presented.  
**MOTION:** Trustee Messersmith    **SECOND:** Trustee Kilpatrick  
Motion passed unanimously.
2. 2025 Presidential Sub-Committee Meeting Minutes  
Approve minutes as presented.  
**MOTION:** Trustee Brown    **SECOND:** Trustee Messersmith



Motion passed unanimously.

## **INFORMATION AND NEWS ITEMS**

Amanda Clements, Interim Vice President and Director of Communications, provided an overview of recent media coverage for the college.

Highlights included:

- WCTV featured a story on the TSC Talon Market, noting that students still need assistance during the summer months with food insecurity.
- WFSU covered the college's work to address the statewide nursing shortage, which was picked up by Health News Florida.
- Florida Public Safety Institute bloodhound experts were quoted in an Associated Press story about an escaped prisoner in the Ozarks. The story was picked up by U.S. News and World Report, ABC News, and the Toronto Sun.
- The Moore Agency coordinated a high-profile press conference held at the Wakulla Environmental Institute to announce that Point Blank Enterprises, the largest manufacturer of body armor in the US will open a new 100,00-square-foot facility in Wakulla by the end of the year. Governor DeSantis attended the event, which received statewide coverage.
- The Florida College System's workforce efforts were featured in a Workforce Wizards article in Florida Trend.
- Broadcast clips were shown, including a student feature created by the TSC Communications and Marketing team.

## **PRESENTATIONS**

VP Heather Mitchell introduced Brendie Hawkins, who presented a check on behalf of the President's Leadership Institute (PLI) members of the last five years to create the PLI Legacy Scholarship in honor of President Murdaugh and Dr. Angela Long. This scholarship will benefit a student in the 32304 ZIP code.

### ***Approval of Consent Agenda***

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3. Human Resource Report
4. Attorney Invoices – Bryant Miller Olive (May 2025)  
Authorize payment of invoices as presented.  
Motion to Approve Consent Agenda  
**MOTION:** Trustee Kilpatrick                      **SECOND:** Trustee Messersmith  
Motion passed unanimously.

### ***TSC Foundation***

5. TSC Foundation Update  
Presented as an information item only.

### ***Academic Affairs***

6. Academic Curriculum Changes  
Approve the proposed academic curriculum changes.  
**MOTION:** Trustee Messersmith    **SECOND:** Trustee Brown  
Motion passed unanimously.
7. Annual, Continuing and Post Award Contract Recommendations  
Approve the recommendations for annual, continuing and post award contracts in the attached list.  
**MOTION:** Trustee Messersmith    **SECOND:** Trustee Kilpatrick  
Motion passed unanimously.
8. Dual Enrollment Articulation Agreements with Private Schools  
Approve the dual enrollment articulation agreements with private school boards.  
**MOTION:** Trustee Kilpatrick                      **SECOND:** Trustee Messersmith  
Motion passed unanimously.
9. Dual Enrollment Articulation Agreements with County School Boards and Public Charter Schools  
Approve the dual enrollment articulation agreements with county school boards and public charter schools.  
**MOTION:** Trustee Kilpatrick                      **SECOND:** Trustee Brown  
Motion passed unanimously.

10. Charter School Application Evaluation and Recommendation  
Approve the Innovation Academy of Excellence charter school application.  
**MOTION:** Trustee Messersmith **SECOND:** Trustee Kilpatrick  
Motion passed unanimously.

Comments:

President Murdaugh shared that Commissioner Diaz initiated discussions with John Hage from Charter Schools USA to explore whether the TSC Board could serve as an authorizer for another public charter school. The application being considered is for a public charter middle school for grades six through eight to be located on the TSC campus. It will be Florida's first AI-integrated middle school, operating in a micro-school format, and would serve as a feeder school for Tallahassee Collegiate Academy. It is expected to serve 100 to 125 students and would open in August. He assured the trustees that there is no plan to authorize additional charter schools at this time. President Murdaugh invited Stacy Chambers to address any questions.

- Trustee Brown asked whether all students who apply will be accepted and, given the technology-driven curriculum, whether appropriate infrastructure and tools will be provided to support student success.
- Trustee Kilpatrick asked for confirmation that the proposed charter school is a separate entity from Tallahassee Collegiate Academy and if its students would need to apply to TCA as any other student would. He also asked if the students will come from the tri-county area. Ms. Chambers affirmed that the middle school is separate from TCA and will serve students from Leon, Gadsden, Wakulla, and Jefferson counties.
- Trustee Stevens sought clarification about the differences in relationships between the College and Charter Schools USA versus TCA. He also asked whether Charter Schools USA would be paying TSC rent for the space on campus. VP Barbara Wills confirmed that TSC would receive an administrative fee from Charter Schools USA for services such as facilities and utilities. These details will be finalized following board approval.

- Trustee Messersmith highlighted the long-term vision of students progressing from middle school to TCA and eventually to TSC. He expressed appreciation to those involved in bringing this vision to fruition.

Ms. Chambers described the project as a collaborative effort among dreamers, planners, schemers, and leaders, emphasizing the innovation and impact. She noted the significance of bringing together the Department of Education, higher education, and a charter school organization to benefit students who may not otherwise have exposure to a college campus. She emphasized the focus on the ethical, curriculum-embedded use of AI in accordance with state statutes. Chambers also noted the team's commitment to transparency with the Board and acknowledged that some aspects would require ongoing negotiation and planning.

President Murdaugh clarified that, as with TCA, the College would serve as the authorizer of the new charter school, similar to how Leon County Schools authorizes other public charter schools. He noted that Dr. Wills and Dr. Stringer would be responsible for the legal documentation to establish the school as a separate legal entity. Like other charter schools, it would be funded through the Florida Education Finance Program (FEFP) based on enrollment.

Chair Moore expressed her enthusiasm for the initiative, reiterating the importance of distinguishing between Tallahassee Collegiate Academy and the Innovation Academy of Excellence. She emphasized the significance of this effort as the first of its kind in the state and highlighted its potential to serve as a model recognized by the Department of Education, the legislature, and community stakeholders. She called it a glimpse into the future of education in Florida.

### ***Administrative Services***

11. Fund Analysis -  
Presented as an information item only.
12. Use of College Personnel and Facilities  
Approve the use of College resources for Foundation DSO activities as presented.

**MOTION:** Trustee Kilpatrick

**SECOND:** Trustee Messersmith

Motion passed unanimously.

13. Capital Improvement Plan (CIP) 2026-27 Through 2028-2029  
Approve the 2026-27 through 2028-29 CIP, as provided on the attached CIP-1 and CIP-2 forms.  
**MOTION:** Trustee Brown                      **SECOND:** Trustee Kilpatrick  
Motion passed unanimously.
14. Facilities & Construction Status Report  
Presented as an information item only.
15. Sponsored Programs – Provider  
Authorize funding for the awards and contracts as presented.  
**MOTION:** Trustee Kilpatrick                      **SECOND:** Trustee Brown  
Motion passed unanimously.
16. Science and Math Building AHU 5 and 6 Replacements Project  
Approve the attached proposal no. 9802343 from SIEMENS as presented.  
**MOTION:** Trustee Messersmith    **SECOND:** Trustee Kilpatrick  
Motion passed unanimously.
17. Tallahassee Collegiate Academy Building AHU's 1- 6 Replacements Project  
Approve the attached proposal no. 9802443 from SIEMENS as presented.  
**MOTION:** Trustee Brown                      **SECOND:** Trustee Kilpatrick  
Motion passed unanimously.  
Chair Moore excused herself from the vote and completed Form 8A.
18. Architect Invoice(s)  
Authorize payment of architectural invoice(s) as presented.  
**MOTION:** Trustee Kilpatrick                      **SECOND:** Trustee Messersmith  
Motion passed unanimously.
19. College Operating Budget for FY 2025-2026  
Approve the College's FY 2025-2026 Operating Budget.  
**MOTION:** Trustee Brown                      **SECOND:** Trustee Messersmith  
Motion passed unanimously.

Comments:

Trustee Kilpatrick asked whether the August meeting would include a new budget or an amendment. Dr. Wills clarified that the proposed budget for the 2025-26 fiscal year must be approved by the board by June 30 to meet submission deadlines for the Florida College System. The proposal is based on enrollment projections and prior-year appropriations. Following final approval of the state budget by the legislature, a budget amendment will be brought to the Board for consideration at the August meeting.

20. Changes to Salary Schedule

Approve updates to the 2025 – 2026 Salary Schedule as presented.

**MOTION:** Trustee Kilpatrick

**SECOND:** Trustee Brown

Motion passed unanimously.

## **BOARD OF TRUSTEES**

21. 2025 - 2026 Schedule of Business Meetings and Workshops

Approve the schedule as presented.

**MOTION:** Trustee Kilpatrick

**SECOND:** Trustee Brown

Motion passed unanimously.

**PUBLIC COMMENT-** No Public Comment

## **PRESIDENT'S REPORT**

**All upcoming events will be emailed to the Trustees.**

- No DBOT meeting in July.
- Friday, July 4- Campus closed for Independence Day.
- Wednesday, July 9<sup>th</sup> at 6 PM Adult Education Graduation, Workforce Development Ballroom WD105.
- Thursday, July 24, HCP Summer Pinning Ceremony, at 5:30 p.m. in the Lifetime Sports Complex, Dental Assisting (11), EMS (30), and nursing (107-AS,m 10-15, BS).

- Wednesday, July 30, at 6:00 p.m., Workforce Development Ballroom, Summer Pinning Ceremony invitation for Clinical Medical Assistant, Nursing Assistant – Long Term Care, and Phlebotomy programs. The Medical Administrative Specialist will be presented with their Career Certificates.
- Thursday, August 7, Eagle Rise, Noon to 4 p.m.

#### **NEXT MEETING DATE**

August 18, 2025

Location: **Main Campus**

#### **ADJOURNMENT**

**Time: 3:49 p.m.**

**ELECTIONS** – *Chairman of the Board calls for nominations for Board Chair and Vice Chair.*

**Chair and Chair Elect Nominations:**

**Chair:** The floor is open for nominations for the Chair and Vice Chair of the District Board of Trustees, Tallahassee State College:

*A Board member makes the nominations.*

*After all nominations are made the Chair responds:*

I will entertain a motion that \_\_\_\_\_ and

\_\_\_\_\_ be elected to the positions of Chair and Vice Chair, respectively, of the District Board of Trustees, Tallahassee State College.

Motion by Board member

Second

Vote

After election the meeting is immediately resumed under the direction of the newly elected Chair



August 18, 2025

**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 (July 2025)

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**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 \$2,352.50 for June and July 2025.

**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: July 11, 2025  
Invoice No. 86251  
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	
06/10/2025 DMH Review proposals for bargaining	0.30	
06/10/2025 DMH Draft email to client	0.10	
06/12/2025 DMH Review and revise bargaining proposals	1.40	
06/12/2025 DMH Attend pre and post bargaining meeting and bargaining	1.40	
06/30/2025 DMH Review and reply to email	0.10	
<b>Current Services</b>	<b>3.30</b>	<b>\$825.00</b>

#### Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Denise M. Heekin	3.30	\$250.00	\$825.00

#### Payments

06/20/2025	Payment	ACH rec'd 6/20/25 Invoices 85778, 85976	777.50
			<u>777.50</u>

Total Current Work	<u>\$825.00</u>
Previous Balance Due	\$0.00
Balance Due	<u>\$825.00</u>

Tallahassee State College

Invoice Date:

July 11, 2025

Invoice No.

86251

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: August 1, 2025  
Invoice No. 86396  
Client No. 25480.002

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

Statement of Legal Services

			Hours	
07/07/2025	DMH	Review information from AAA about arbitrators	0.60	
07/07/2025	DMH	Review CBA	0.20	
07/07/2025	DMH	Draft email to UFF	0.10	
07/08/2025	DMH	Review documents from AAA	0.30	
07/08/2025	DMH	Review emails from UFF to AAA and reply	0.10	
07/08/2025	DMH	Review information on arbitrators	0.40	
07/10/2025	DMH	Review arbitrator information	0.60	
07/10/2025	DMH	Draft email to UFF / old grievance	0.10	
07/14/2025	DMH	Review email from UFF about grievances	0.10	
07/15/2025	DMH	Draft email to UFF / grievance	0.10	
07/22/2025	DMH	Review information on arbitrators	0.40	
07/28/2025	BRR	Draft email to J. Melendez at AAA regarding rejection of second panel and review various replies	0.20	
07/28/2025	BRR	Review and compare list of Arbitrators to past lists	0.10	
07/28/2025	DMH	Draft email regarding panel	0.20	
07/28/2025	DMH	Review and reply to emails from AAA	0.30	
07/28/2025	DMH	Review Arbitrator list	0.30	
07/30/2025	DMH	Draft email to UFF and review replies	0.20	
07/31/2025	DMH	Review and reply to email from UFF	0.10	
<b>Current Services</b>			<b>4.40</b>	<b>\$1,077.50</b>

Tallahassee State College

Invoice Date: August 01, 2025  
Invoice No. 86396  
Client No. 25480.002

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Denise M. Heekin	4.10	\$250.00	\$1,025.00
Beatriz R. Ramirez	0.30	\$175.00	\$52.50

Expenses Incurred

06/30/2025 Check issued to: American Arbitration Association, Inc. for arbitration services	375.00
Thru 07/31/2025	<u>\$375.00</u>

Total Current Work	<u>\$1,452.50</u>
Previous Balance Due	\$75.00
Balance Due	<u>\$1,527.50</u>

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



AMERICAN  
ARBITRATION  
ASSOCIATION\*

INTERNATIONAL CENTRE  
FOR DISPUTE RESOLUTION\*

APPROVED

By BRamirez at 11:43 am, 7/9/25

25480.002

Dr. Jim Murdaugh  
Tallahassee Community College  
444 Appleyard Drive  
Tallahassee, FL 32304

## Invoice

**Representing: Tallahassee Community College**

Re: UFF-TSC

-and-

Tallahassee Community College

Grievance: The administration has newly imposed a requirement that faculty must be physically present on campus for one hour per each online class taught in the summer, regardless of prior approval to instruct from an alternate location. This requirement is revoking a lengthy, well-established past practice of allowing faculty the flexibility to teach online summer courses from off-campus locations. There is no language in the current Collective Bargaining Agreement (CBA) (2024-2025) that specifically mandates such a practice. The unilateral imposition of this requirement represents a violation of the established bargaining process and fair labor practices.

Invoice Date
30-Jun-2025
Invoice Balance
\$375.00
Case #
01-25-0002-8528-2-JM

Case Manager: Julia Melendez

[JuliaMelendez@adr.org](mailto:JuliaMelendez@adr.org)

**Pay PIN:** 12308559

Unless instructed otherwise, invoice balance due upon receipt.

Bill Line Date	Bill Line #	Description	Due Date	Amount
30-Jun-2025	14315849	Initial Administrative Fee	30-Jun-2025	\$375.00
Net Due Amount				\$375.00



Invoice Date
30-Jun-2025
Invoice Balance
\$375.00
Case #
01-25-0002-8528-2-JM

Case Manager: Julia Melendez

[JuliaMelendez@adr.org](mailto:JuliaMelendez@adr.org)

**Pay PIN:** 12308559

Unless instructed otherwise, invoice balance due upon receipt.

## Payment Options

### **Paying by Credit Card or eCheck - (Preferred method for quickest receipt of payment)**

To pay with a credit card or eCheck online, go to [www.adr.org](http://www.adr.org), click on "**File or Access your Case**" and then select "**Quick Pay an Invoice**" and use this **Pay PIN: 12308559**. Please note that, beginning October 2022, where permitted by law, a 2.6% processing fee will be assessed on payments made by credit card; all such processing fees are non-refundable, regardless of whether AAA fees or compensation or expense deposits are later refunded in full or in part. Please note that we no longer accept the American Express card. **There is no processing fee for payments made by echeck or debit cards.**

### **Wire Transfer**

As information transmitted by the bank is often truncated due to limited space, please email your reference information (Case #/Bill Line #/Program #/Party Name) with the date and amount of your wire, to ensure that your payment is credited promptly and correctly (e.g. 011400021841 P1 or #1234567 P2 or EDU1234). Please email as follows:

For active cases: send to your AAA case representative and [corpfinance@adr.org](mailto:corpfinance@adr.org)

For new filings (where your case number is not known): send to [casefiling@adr.org](mailto:casefiling@adr.org) and [corpfinance@adr.org](mailto:corpfinance@adr.org)

### **FOR WIRES / ACH / EFT**

**Name of Bank:** Bank of America

**Address:** One Bryant Park, 115 W 42nd St, New York, NY 10036, USA

**Account Name:** American Arbitration Association Inc

**Account Number:** 483094342498

**ABA/Transit Number:** 021000322

**Wire Transit Number:** 026009593

**Reference:** Case # and Bill Line #/Party Name; or Program # (as applicable)

**Swift Code/BIC:** BOFAUS3N

Note: Please take steps to ensure that your bank does in fact wire the entire amount to our account. From time to time, certain banks will keep a portion of the wire transfer for their own service fee, leaving a balance due to the AAA/ICDR.

### **Paying by Check**

Please return this page with your payment made payable to the **American Arbitration Association** (Please indicate the Case# on the check) and forward to the full address below including the exact lockbox number to avoid any untimely postal returns.

Bank of America Lockbox Services  
American Arb Assoc **845299**  
1950 N. Stemmons Freeway, Suite 5010  
Dallas, TX 75207

August 18, 2025

**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

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**Item Description**

This item requests 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 2025-2026 Operating Budget.

**Recommended Action**

Approve the report as presented.



**Original Appointments - Executive, Administrative, Managerial & Professional**

Name	Position	Department	Effective Date	
Camden Smit	Chief of Staff	President's Office	July 21, 2025	

**Original Appointments - Classified Staff**

Name	Position	Department	Effective Date	
Jeremy Chang	Simulation Lab Technician - HCP	Simulations Program	June 2, 2025	
Timothy Miles	Assistant Coach	Athletics	June 2, 2025	
Isaac Avello	Administrative Assistant	Dental Health	June 2, 2025	
Gary Clarke	Assistant Director of Facilities Operations	Facilities	June 9, 2025	
Sandesh Poudel	Technology Consultant	Information Technology	June 16, 2025	
Jack Boyd	Sponsored Programs Coordinator	Sponsored Programs	June 16, 2025	
Gafar Olorunfemi	Systems Administrator Technician	Information Technology	July 1, 2025	
Fatima Martinez-Mendoza	Administrative Assistant	Advising	July 1, 2025	
Jules Limorin	Call Center Representative	Student Affairs - Call Center	July 1, 2025	
Jacquelyn Pelt	Student Success Specialist	FPSI Certificate Programs	July 7, 2025	
Chiquita Lockwood	Campus Police Officer	Campus Police	July 15, 2025	
Brandy Harris	Campus Police Officer	Campus Police	July 15, 2025	
Logan Durden	TSC Police Officer	Campus Police	July 15, 2025	
Chris Rodier	Career Pathways Specialist	Adult Education Programs	July 18, 2025	
Cassy DiBello	Office Manager (Hospitality)	FPSI - Conference and Hospitality	July 21, 2025	
Hunter Harris	College Admissions Recruiter I	Admissions and Records	August 1, 2025	
Patricia Sunday	Sponsored Programs Coordinator	Financial Services	August 1, 2025	
Sherry Marshall	Campus Police Officer	Campus Police	August 1, 2025	
Linda Greene	Administrative Assistant	Testing Services	August 4, 2025	
James Holt	Senior Engineering Technician	Facilities	August 4, 2025	

**Original Appointments - Faculty**

Name	Position	Department	Effective Date	
Ivette Berry	Nursing Faculty	Healthcare Professions	June 9, 2025	

**Original Appointments - Contracts & Grants**

Name	Position	Department	Effective Date	
Lidia Clarke	Regional Workforce Education Coordinator	DJJ - Project Anchor	June 2, 2025	
Shanea Crosby	Career Development Specialist	100 Hour - Polk C.I.	June 2, 2025	
Jamie Franz	Deputy Director for Postsecondary and Workforce Education	DJJ - Project Anchor	June 2, 2025	
Chanel Mercado	Career Development Specialist	100 Hour - Central Florida Reception Center	June 2, 2025	
Asia Jarmon	Statewide Regional Coordinator	DJJ Statewide Regional	June 6, 2025	
Meghan Spencer	Assessment Coordinator	DOE - Postsecondary Assessment	June 9, 2025	
Jenise Russell	Program Specialist IV- Office of Library Media and Instructional Materials	Office of Library Media and Instructional Media Materials	June 9, 2025	
Terrence Holland	Career Development Specialist	100 Hour - Quincy	June 9, 2025	
Christopher Tolliver	Career and Technical Education Program Quality Analyst	Workforce Development	June 16, 2025	
Meloney Rhyne	Regional Workforce Education Coordinator	DJJ - Project Anchor	June 16, 2025	
Tracy Chisler	Assessment Coordinator	DOE - Postsecondary Assessment	July 1, 2025	
Ashlei Norton	Regional Coordinator	DJJ - Delinquency Prevention	July 1, 2025	
Robin Oliveri	Principal, Tallahassee Collegiate Academy	Tallahassee Collegiate Academy	July 9, 2025	
Yontez Jarrell	Career Development Specialist	100 Hour - Columbia C.I.	July 14, 2025	
Edgar Griffin	Career Navigator, Project Anchor	DJJ - Project Anchor	July 14, 2025	
Sherrhonda Faison	Assistant Principal	Tallahassee Collegiate Academy	July 15, 2025	
Angela Jenkins	Career Development Specialist	100 Hour - Hamilton C.I.	July 18, 2025	
LaNandra Watkins	Dean of Students	Tallahassee Collegiate Academy	July 25, 2025	
Devin Humphries	Traffic Safety Fiscal Assistant	Traffic Safety Program	August 1, 2025	
Thomas Kovacs	Technical Educator Instructor	DOC - Vocational Training	August 1, 2025	
Brittney George	Traffic Safety Communications Specialist	FDOT	August 1, 2025	

Rachel Dippolito	Compass Coordinator	100 Hour Skills Education Program	August 4, 2025	
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#### Seeking to Hold Political Office Requests (All Employees)

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

#### Drop Retiree Participants (All Employees)

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

#### Separations

Name	Position	Department	Effective Date	Separation Type
John Palmer	Student Success Specialist	FPSI Certificate Programs	May 23, 2025	Resigned
Thomas Griffin	Student Financial Advisor	Student Financial Services	May 23, 2025	Dismissed
Robert McRae	Career Development Specialist	100 Hour - Cross City CI	May 23, 2025	Resigned
Caysey Williams	Administrative Assistant	Advising	May 30, 2025	Resigned
Matthew Danuff	Learning Commons Specialist	Learning Commons	May 30, 2025	Resigned
John George Lippy Jr.	Maintenance Technician II	Facilities	June 1, 2025	Retired
Angela Bell	Accounting Specialist	Financial Services	June 2, 2025	Dismissed
Betty Carralero-Frometa	Career Development Specialist	100 Hour - South Florida Reception Center	June 4, 2025	Resigned
Mary Lambert	Bookkeeper	Tallahassee Collegiate Academy	June 5, 2025	Resigned
Steven Jones Jr.	Campus Police Officer	Campus Police	June 12, 2025	Resigned
Robert Barlow	Career Development Specialist	100 Hour - Hamilton C.I.	June 12, 2025	Resigned
Gina Jackson	Sponsored Programs Coordinator	Financial Services	June 13, 2025	Resigned
Jacob Chabot	Strategic Communications Specialist	Communications and Marketing	June 13, 2025	Dismissed
Sybil Rivers	Sponsored Programs Coordinator	Financial Services	June 13, 2025	Resigned
Carlametress Harrell	Regional Workforce Education Coordinator	DJJ - Project Anchor	June 17, 2025	Resigned
Spencer Eliacin	Accounting Specialist	Financial Services	June 17, 2025	Resigned
Dawn Mechelle Trent	Career Development Specialist	100 Hour - Baker C.I.	June 23, 2025	Resigned
Deidra Green	Manager, Student Life	Student Services	June 27, 2025	Resigned
Anthony West	Employee Navigator	100 Hour - South Florida Reception Center	June 30, 2025	Contract Not Renewed
David Proctor	History Faculty	History and Geography	June 30, 2025	Retired
Felicia McBurrows Trumpler	Lead Career Navigator	DJJ - Project Anchor	June 30, 2025	Contract Not Renewed
Glenn Alston	Certificate Programs Director	FPSI	June 30, 2025	Contract Not Renewed
Jessica Chapman	Principal	Tallahassee Collegiate Academy	June 30, 2025	Resigned
Jovan Mickens	College Admissions Recruiter	Admissions and Records	June 30, 2025	Resigned
Cayla Cummings	Testing Specialist	Testing Services	June 30, 2025	Resigned
Mercedes Corona	Head Coach, Women's Basketball Coach	Athletics	June 30, 2025	Contract Not Renewed
Michelle Cowden-Crego	Regional Civics Coach - Region 18	DOE - Civics Literacy Program	June 30, 2025	Resigned
Santiago Molina	Biological Science Faculty	Science and Mathematics	June 30, 2025	Retired
Sheila Johnson	Career Development Specialist	100 Hour - Okaloosa CI	June 30, 2025	Resigned
Tina Thompson	Nursing Faculty	Healthcare Professions	June 30, 2025	Contract Not Renewed
Vasean Peace	Landscaper	Facilities	June 30, 2025	Dismissed
Yvonne Luster-Harvey	Project Director	DJJ - Project Anchor	June 30, 2025	Contract Not Renewed
Matthew Gregory	Dean of Students	Tallahassee Collegiate Academy	July 1, 2025	Resigned
Xavior Jones	Senior Recruitment Specialist	Human Resources	July 3, 2025	Resigned
Tayonna Tigner	Call Center Representative	Student Affairs - Call Center	July 7, 2025	Dismissed
Patricia Pagozalski	Assistant Principal	Tallahassee Collegiate Academy	July 8, 2025	Resigned
Kalonji McClellan	Career Development Specialist	100 Hour - Largo Road Prison	July 10, 2025	Resigned
Sebrenia Baker	Office Manager	Student Affairs	July 11, 2025	Dismissed
John Everett	Accounting Manager	Financial Services	July 17, 2025	Resigned

Archana Singh	Career Development Specialist	100 Hour - Florida State Prison	July 18, 2025	Resigned
Patricia Buchanan	Career Development Specialist	100 Hour - Florida Women's Reception Center	July 21, 2025	Retired
Stephanie Austin	Learning Commons Specialist	Learning Commons	July 25, 2025	Resigned
Brett Gourley	Biological Science Faculty	Science and Mathematics	July 31, 2025	Resigned
Byron Lee	Regional Civics Coach - Region 16	DOE - Civics Literacy Program	July 31, 2025	Contract Not Renewed
Edith Strickland	Business Faculty	Applied Science and Technology	July 31, 2025	Retired
Gregory Liggett	Regional Civics Coach - Region 9	DOE - Civics Literacy Program	July 31, 2025	Contract Not Renewed
Jaclyn Holimon	Regional Civics Coach - Region 14	DOE - Civics Literacy Program	July 31, 2025	Contract Not Renewed
Jasmine Chapman	Regional Civics Coach - Region 3	DOE - Civics Literacy Program	July 31, 2025	Contract Not Renewed
Jasmine Peralta	Regional Civics Coach - Region 11	DOE - Civics Literacy Program	July 31, 2025	Contract Not Renewed
Katherine Hansberry	Regional Civics Coach - Region 13	DOE - Civics Literacy Program	July 31, 2025	Contract Not Renewed
Kelli McNair-Lee	Regional Civics Coach- Region 4	DOE - Civics Literacy Program	July 31, 2025	Contract Not Renewed
Kenneth Chestnut	Regional Civics Literacy Captain	DOE - Civics Literacy Program	July 31, 2025	Contract Not Renewed
Beth Huettel	Earth Science Faculty	Science and Mathematics	July 31, 2025	Resigned
Michael Bradbury	Regional Civics Coach - Region 4	DOE - Civics Literacy Program	July 31, 2025	Contract Not Renewed
Myriah Fox	College Admissions Recruiter	Admissions and Records	July 31, 2025	Resigned
Tamara Williams	Math Faculty	Science and Mathematics	July 31, 2025	Resigned
Travis McKellar	Regional Civics Coach - Region 6	DOE - Civics Literacy Program	July 31, 2025	Contract Not Renewed
Tyler Eastridge	Regional Civics Literacy Captain	DOE - Civics Literacy Program	July 31, 2025	Contract Not Renewed
Yolanda Forman-Payton	Nursing Faculty	Nursing	July 31, 2025	Resigned
Gary Dodds	Career Development Specialist	100 Hour - Lake CI	August 1, 2025	Resigned
Ty Stone	Assistant Production Coordinator	Theatre	August 1, 2025	Resigned
Steven Waites	Senior Engineering Technician	Facilities	August 1, 2025	Resigned

#### Outside Employment Requests (All Employees)

Name	Position	Department	Employer	Position
Brucu Demarco	CTE Program Quality Analyst	DOE - Career Technical Education	Thomas University	Adjunct Faculty
Joseph Hurd	Math Faculty	Science and Mathematics	Robert Ferraro & Self-Employed	Seller/Sales & Tutor
Derrick Lewter	Landscaper	Facilities	Golden Eagle Country Club	Landscaper
Joseph McNeil	Physical Science Faculty	Science and Mathematics	Florida State University	Adjunct Faculty
Chris Chamberlin	Math Faculty	Science and Mathematics	Santa Fe College	Adjunct Faculty

#### Seeking to Hold Political Office Requests (All Employees)

Name	Position	Department	Office	Position
<i>None to Report</i>				

#### Personnel Changes (Promotions, Demotions - All Employees)

Name	Position	Department	Effective Date	Prior Position
Gary Gray	Senior Engineering Technician	Facilities	June 2, 2025	Engineering Technician
Ariel Napier	Program Manager	Traffic Safety Program	June 10, 2025	Traffic Safety Fiscal Assistant
Megan Muhlbach	Project Coordinator	FDOT	June 10, 2025	Teen Traffic Safety Program Assistant
Tsung-Yuan Lin	Research and Business Analyst	Institutional Research and Planning	June 23, 2025	Business Analyst
Marion Jones	Assistant Coach, Women's Basketball	Athletics	July 1, 2025	Athletics and Campus Recreation Manager
Ty Harrell	Office Manager, Human Resources	Human Resources	July 1, 2025	Administrative Assistant, Human Resources
Anthony Jones	Dean, Library Services and Learning Commons	Academic Affairs	July 1, 2025	Associate Vice President of Academic Affairs
Tricia Rizza	Associate Vice President of Academic Affairs	Academic Affairs	July 1, 2025	Dean, Faculty Initiatives
Kerrie Morris	Employee Navigator	Admissions and Records	July 1, 2025	DOC 100 Hour Skills Education Program
Emily MacMichael	Senior Recruitment Specialist	Human Resources	July 7, 2025	DOE - Human Resource Specialist
Linda Smith	Testing Specialist	Testing Center	July 10, 2025	Administrative Assistant
Kayla Dover	Manager, Student Services	Student Affairs	August 1, 2025	Case Manager
Micheal Bryant	Engineering Technician	Facilities	August 1, 2025	Custodial Services Specialist
Peter Jean	Administrative Assistant	Human Resources	August 1, 2025	OPS
Tony Francis	Landscaper	Facilities	August 1, 2025	OPS
Blake Ereckson	Accounting Specialist	Financial Services	August 1, 2025	OPS

August 18, 2025

**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

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**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.

**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 25-26

## April 1, 2025 - August 5, 2025

		YTD 23/24	YTD 24/25	YTD 25/26
TSC Foundation	Total Received	\$370,775.33	\$438,924.08	\$258,601.68
	Facility Support	\$24,494.32	\$3,263.60	\$20,287.68
	Program Support	\$63,564.10	\$108,018.82	\$120,425.65
	Scholarship Support	\$212,026.74	\$202,089.93	\$53,286.72
	Unrestricted Support	\$70,690.17	\$125,551.73	\$64,601.63
	Net Assets	\$21,884,883.23	\$24,922,467.07	\$28,952,881.07

		YTD 23/24	YTD 24/25	YTD 25/26
TSC Foundation	Number of Donors	316	430	368
	Number of Gifts	1035	1270	1341

		YTD 23/24	YTD 24/25	YTD 25/26
TSC Foundation	Total Received for Alumni	\$30,255	\$25,114	\$27,359
	Number of Donors	70	68	63
	Number of Gifts	252	261	266

		YTD 23/24	YTD 24/25	YTD 25/26
\$	Cash	\$357,775.33	\$438,924.08	\$258,601.68
	Gifts in Kind	\$13,000.00	\$0.00	\$0.00
	Total Raised - Pledges Received	\$12,682.31	\$40,220.88	\$0.00
	Planned Gifts Confirmed	0	1	0
	Planned Gift Amount	\$0.00	\$1,000,000.00	\$0.00
	Grants Applied For			21
	Grants Received			\$1,359,081.00
	Pledges Expected by March 31, 2026			\$56,721.67

The Foundation's Fiscal Year is April - March

August 18, 2025

**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

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**Item Description**

This item presents the results of the annual review of the College's general education course inventory for 2026-2027.

**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 reviewed by faculty for statutory compliance. The recommendation is to remove one course from general education because the course is no longer being offered due to low enrollment. Additionally, the College is proposing to add a course to general education. 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**

The Board annually approves this report.

**Recommended Action**

Approve the College's list of general education courses for 2026-2027.

## **Certification Form**

### **Fall 2026 General Education Courses**

Please email signed form to [Articulation@fldoe.org](mailto:Articulation@fldoe.org) no later than September 1, 2025.

Dear Commissioner Kamoutsas,

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).

Tallahassee State College

Institution

\_\_\_\_\_  
FCS/SUS President Signature

\_\_\_\_\_  
Board of Trustee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

August 18, 2025

Date Approved by the Board of Trustees

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

Prefix	Level	Course Number	Lab	Course Title	Credit	General Ed Core Discipline Area	General Ed Discipline Area	Course Review Status	General Education Updates	Total # Institutions Offering Course
ENC	1	101		COLLEGE COMPOSITION	3	Communications	Communications	No Updates		40
ARH	2	000		ART APPRECIATION	3	Humanities	Humanities	No Updates		38
HUM	2	020		INTRODUCTION TO THE HUMANITIES	3	Humanities	Humanities	No Updates		38
LIT	2	000		INTRODUCTION TO LITERATURE	3	Humanities	Humanities	No Updates		34
MUL	2	010		MUSIC APPRECIATION	3	Humanities	Humanities	No Updates		37
PHI	2	010		PHILOSOPHY	3	Humanities	Humanities	No Updates		38
THE	2	000		THEATRE APPRECIATION	3	Humanities	Humanities	No Updates		36
MAC	1	105		COLLEGE ALGEBRA	3	Mathematics	Mathematics	No Updates		38
MAC	2	311		CALCULUS WITH ANALYTIC GEOMETRY I	3	Mathematics	Mathematics	No Updates		38
MGF	1	130		MATHEMATICAL THINKING	3	Mathematics	Mathematics	No Updates		39
STA	2	023		INTRODUCTORY STATISTICS	3	Mathematics	Mathematics	No Updates		40
AST	1	002		INTRODUCTION TO ASTRONOMY	3	Natural Science	Natural Science	No Updates		38
BSC	1	005		INTRO TO BIOLOGICAL SCIENCES	3	Natural Science	Natural Science	No Updates		37
BSC	2	010		BIOLOGY FOR SCI MAJOR I	3	Natural Science	Natural Science	No Updates		40
BSC	2	085		ANATOMY AND PHYSIOLOGY I	3	Natural Science	Natural Science	No Updates		35
CHM	1	020		CHEMISTRY FOR GENERAL EDUCATION	3	Natural Science	Natural Science	No Updates		30
CHM	1	045		GENERAL CHEMISTRY I	3	Natural Science	Natural Science	No Updates		40
ESC	1	000		EARTH & ITS ENVIRONMENT	3	Natural Science	Natural Science	No Updates		30
EVR	1	001		INTRODUCTION TO ENVIRONMENTAL SCIENCES	3	Natural Science	Natural Science	No Updates		38
GLY	2	010		INTRODUCTION TO GEOLOGY	3	Natural Science	Natural Science	No Updates		29
OCE	1	001		INTRODUCTORY OCEANOGRAPHY	3	Natural Science	Natural Science	No Updates		30
PHY	1	020		FUNDAMENTALS OF PHYSICS	3	Natural Science	Natural Science	No Updates		32
PHY	2	048		GENERAL PHYSICS I	3	Natural Science	Natural Science	No Updates		40
PHY	1	053		ELEMENTARY COLLEGE PHYSICS I	3	Natural Science	Natural Science	No Updates		40
AMH	2	010		HISTORY OF THE UNITED STATES I	3	Social Science	Social Science	No Updates		40
AMH	2	020		HISTORY OF THE UNITED STATES II	3	Social Science	Social Science	No Updates		40
ANT	2	000		INTRODUCTION TO ANTHROPOLOGY	3	Social Science	Social Science	No Updates		30
ECO	2	013		PRINCIPLES OF ECONOMICS: MACRO	3	Social Science	Social Science	No Updates		29
POS	1	041		NATIONAL GOVERNMENT	3	Social Science	Social Science	No Updates		40
PSY	2	012		GENERAL PSYCHOLOGY	3	Social Science	Social Science	No Updates		40
ENC	1	102		ARGUMENT AND PERSUASION	3		Communications	No Updates		36
ARH	2	050		ART HISTORY - PREHISTORY THROUGH GOTHIC	3		Humanities	No Updates		32
ARH	2	051		ART HISTORY - RENAISSANCE THROUGH CONTEMPORARY	3		Humanities	No Updates		29
HUM	2	210		HUMANITIES OF THE WORLD: PREHISTORY THROUGH SIXTEENTH	3		Humanities	No Updates		16
HUM	2	230		HUMANITIES OF THE WORLD: SIXTEENTH CENTURY THROUGH	3		Humanities	No Updates		18
PHI	2	100		INTRODUCTORY LOGIC	3		Humanities	No Updates		12
PHI	2	600		ETHICS	3		Humanities	No Updates		5
MAC	1	114		TRIGONOMETRY	3		Mathematics	No Updates		34



Statewide Course Numbering System  
General Education Course Report

MAC	1	140		PRECALCULUS ALGEBRA	3		Mathematics	No Updates		32
MAC	1	147		PRECALCULUS ALGEBRA/TRIGONOMETRY	5		Mathematics	Removed from General Education		28
MAC	2	233		CALCULUS FOR MANAGEMENT	3		Mathematics	No Updates		36
MAC	2	312		CALCULUS WITH ANALYTIC GEOMETRY II	5		Mathematics	No Updates		36
MAC	2	313		CALCULUS WITH ANALYTIC GEOMETRY III	4		Mathematics	No Updates		29
MAP	2	302		DIFFERENTIAL EQUATIONS I	3		Mathematics	No Updates		25
MGF	1	131		MATHEMATICS IN CONTEXT	3		Mathematics	No Updates		31
BSC	2	011		BIOLOGY FOR SCIENCE MAJORS II	3		Natural Science	No Updates		33
CHM	1	032		GENERAL CHEMISTY FOR ALLIED HEALTH	3		Natural Science	No Updates		11
MET	1	010		METEOROLOGY	3		Natural Science	No Updates		19
DEP	2	004		HUMAN DEVELOPMENT:BIRTH TO SENESCENCE	3		Social Science	No Updates		21
ECO	2	023		PRINCIPLES OF ECONOMICS: MICRO	3		Social Science	No Updates		28
EUH	1	000		WESTERN CIVILIZATION I	3		Social Science	No Updates		16
EUH	1	001		WESTERN CIVILIZATION II	3		Social Science	No Updates		15
GEA	2	000		WORLD REGIONAL GEOGRAPHY	3		Social Science	No Updates		16
INR	2	002		INTERNATIONAL RELATIONS	3		Social Science	No Updates		21
POS	1	112		STATE AND LOCAL GOVERNMENT	3		Social Science	No Updates		16
SYG	1	000		PRINCIPLES OF SOCIOLOGY	3		Social Science	No Updates		33
WOH	2	012		HISTORY OF CIVILIZATION I	3		Social Science	No Updates		20
WOH	2	022		HISTORY OF CIVILIZATION II	3		Social Science	No Updates		23
SPC	2	608		PUBLIC SPEAKING	3		Communications	Addition to GE for 26-27 Academic Year		28

August 18, 2025

**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:** Dual Enrollment Articulation Amendment

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**Item Description**

This item presents an amendment to the 2025-2026 dual enrollment articulation agreements for all participating high schools.

**Overview and Background**

The dual enrollment agreements with the Leon, Gadsden, and Wakulla county school districts as well as the local private and charter schools were originally approved during the June 16, 2025 Board of Trustees meeting. This amendment proposes to include language that states how students will be notified about transportation when participating in career dual enrollment on the college campus. Also, language is included to address modifications that will be made to the course schedule to increase access and participation for credit and career dual enrollment students. The amendment is based on new legislation in Florida Statute 1007.271 to provide increase student access to dual enrollment opportunities.

**Funding/ Financial Implications**

There are no financial implications.

**Past Actions by the Board**

The Board annually approves the dual enrollment articulation agreements.

**Recommended Action**

Approve the amendment to the 2025-2026 dual enrollment articulation agreements.

## **AMENDMENT**

### **Tallahassee State College And High Schools Participating in Dual Enrollment**

By virtue of this agreement, the following information applies to the dual enrollment articulation agreements approved for 2025-2026 based on revisions to Florida Statute 1007.271. This amendment is set forth for the following districts and schools:

- A. Leon County Public Schools
- B. Gadsden County Public Schools
- C. Wakulla County Public Schools
- D. Crossroad Academy
- E. Tallahassee Classical School
- F. Florida State University School
- G. Tallahassee Collegiate Academy
- H. Avant School of Excellence
- I. Capital Preparatory School
- J. Christ Classical School
- K. Community Leadership Academy
- L. Maclay School
- M. Rose Academy
- N. Savary Academy
- O. St. John Paul II Catholic School
- P. North Florida Christian School
- Q. Robert F. Munroe Day School
- R. Tallavana Christian
- S. Tree of Life
- T. Wakulla Christian School

U. FAMU DRS

V. Community Christian School

### **Transportation Notification for Career Dual Enrollment Students**

In accordance with Florida Statute 1007.271(7)(f), the College and the School agree to ensure that students and parents/guardians are informed of available transportation options. The School shall provide clear information regarding transportation arrangements, including eligibility, schedules, and access points, through multiple communication methods such as school websites, informational sessions, printed materials, and direct outreach during the student advising and enrollment process. This information will be made available prior to the start of each academic term in which the student is enrolled in career dual enrollment courses held at the college campus or other off-site instructional locations.

### **Scheduling Modifications to Increase Access and Participation for Credit and Career Dual Enrollment Students**

In alignment with Florida Statute 1007.271(7)(g), the College and School District agree to collaborate in identifying and implementing scheduling changes that support increased access to and participation in credit and career dual enrollment opportunities. This may include, but is not limited to, flexible course scheduling, alignment of bell schedules, block scheduling, evening or weekend offerings, or hybrid/online course formats. The parties will annually review scheduling practices and barriers and will jointly develop strategies to improve participation among eligible students.

IN WITNESS WHEREOF, this Amendment is to become effective August 18, 2025.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chair, The District Board of Trustees,  
Tallahassee Community State, Florida

\_\_\_\_\_  
Date

\_\_\_\_\_  
President, Tallahassee State College

August 18, 2025

**M E M O R A N D U M**

**TO:** Jim Murdaugh, Ph.D.  
President

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

**SUBJECT:** Fund Analysis - July

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**Item Description**

This item is to provide the Board a summary of the College's operating revenues and expenses as of 7/31/2025.

**Overview and Background**

As directed in the Florida College System 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 July 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**

For information only, no Board action required.

**Tallahassee State College Fund Analysis**  
**Unrestricted Current Fund**  
**As of July 31, 2025**

<b>REVENUE</b>	<b>July Actual</b>	<b>Month Budget</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>Annual Budget</b>	<b>% of YTD Budget</b>
Student Fees	12,176,313	2,654,057	11,941,268	2,654,057	31,848,678	37%
State Support	3,216,804	3,589,169	880,113	3,589,169	43,070,023	2%
Federal Support	50,442	62,500	50,346	62,500	750,000	7%
Other Revenue	117,666	145,833	116,302	145,833	1,750,000	7%
<b>TOTAL REVENUE</b>	<b>15,561,225</b>	<b>6,451,558</b>	<b>12,988,029</b>	<b>6,451,558</b>	<b>77,418,701</b>	<b>17%</b>
<b>EXPENSES</b>	<b>July Actual</b>	<b>Month Budget</b>	<b>YTD Actual</b>	<b>YTD Budget</b>	<b>Annual Budget</b>	<b>% of YTD Expenses</b>
<b><u>PERSONNEL COSTS</u></b>						
Administrative	284,800	320,833	284,800	320,833	3,850,000	7%
Instructional	1,548,157	1,375,000	1,548,157	1,375,000	16,500,000	9%
Non-Instructional	1,592,037	1,500,000	1,592,037	1,500,000	18,000,000	9%
OPS	583,452	583,333	583,452	583,333	7,000,000	8%
Personnel Benefits	1,309,391	1,089,058	1,309,391	1,089,058	13,068,701	10%
<b>TOTAL PERSONNEL COSTS</b>	<b>5,317,837</b>	<b>4,868,225</b>	<b>5,317,837</b>	<b>4,868,225</b>	<b>58,418,701</b>	<b>9%</b>
<b><u>CURRENT EXPENSES</u></b>						
Services	335,844	370,169	315,623	370,169	4,442,031	7%
Material & Supplies	339,637	278,927	317,436	278,927	3,347,123	9%
Other Current Charges	1,263,135	767,571	1,250,769	767,571	9,210,846	14%
<b>TOTAL CURRENT EXPENSES</b>	<b>1,938,616</b>	<b>1,416,667</b>	<b>1,883,828</b>	<b>1,416,667</b>	<b>17,000,000</b>	<b>11%</b>
<b>CAPITAL OUTLAY</b>	<b>-</b>	<b>166,667</b>	<b>-</b>	<b>166,667</b>	<b>2,000,000</b>	<b>0%</b>
<b>TOTAL EXPENSES</b>	<b>\$ 7,256,453</b>	<b>\$ 6,451,558</b>	<b>\$ 7,201,665</b>	<b>\$ 6,451,558</b>	<b>\$ 77,418,701</b>	<b>9%</b>

**Purchase Orders from \$100,000 to \$324,999 +**

**Issued in July 2025**

<b>Purchase Order</b>	<b>Date Issued</b>	<b>Supplier</b>	<b>Total PO Amount</b>	<b>Description</b>	<b>Approval/Exemption</b>
PO-023546	7/3/2025	SHI	259,982.24	MicroSoft License Renewal	NASPO Software Value Added Reseller (SVAR) Contract #: CTR 060028
PO-023578	7/9/2025	City of Tallahassee - Utilities	162,500.00	Ghazvini Center Utilities	Exemption per FAC 6A-14.0734 (2)(e) - Services or commodities available only from a single or sole.
PO-023598	7/9/2025	Dell Marketing, L.P.	144,338.04	Procurement of 127 OptiPlex PCs	State Contract 23026/43210000-23 NAPSO-ACS
PO-023601	7/10/2025	Hyland Software, Inc.	152,578.46	Subscription and hosting fees	Exemption per FAC 6A-14.0734 (2)(g) - Information technology resources defined as all forms of technology used to create, process, store, and use information in various forms of voice, video and data, that provide direct information technology support consistent with each individual college's information technology plan.
PO-023663	7/15/2025	Architects: Lewis + Whitlock, PA	281,930.00	Professional services for Ground Floor Renovations in Centre Building	TCC RFQ 2022-11 Recommendation for Architectural Services; Approved at 1/17/23 BOT Meeting.
PO-023678	7/16/2025	Astro Travel and Tours, Inc.	135,000.00	Transportation Services for Athletics and other College activities	Solicitation via FSU's ITN 6503-6 (June 2023).
PO-023734	7/21/2025	Talquin Electric Cooperative	243,000.00	FPSI Utilities	Exemption per FAC 6A-14.0734 (2)(e) - Services or commodities available only from a single or sole.
PO-023786	7/23/2025	CDW Government LLC	210,671.30	Procurement of 140 MicroSoft Surface Laptops for TCA	Contract: Florida TRP (27595)
PO-023793	7/23/2025	Mannington Commerical	108,855.25	Library flooring replacement	State Contract - 30161700-24-SRCWL-ACS
PO-023809	7/24/2025	Department of Management Services	100,000.00	Communication services for the College	Exemption per FAC 6A-14.0734 (2)(e) - Services or commodities available only from a single or sole.
PO-023818	7/24/2025	Cheney Brothers Inc.	215,000.00	Food for FPSI cafeteria	Exemption per FAC 6A-14.0734 (2)(d) - Food.
PO-023831	7/25/2025	Ben Keith Company	110,000.00	Food for FPSI cafeteria	Exemption per FAC 6A-14.0734 (2)(d) - Food.
PO-023845	7/28/2025	Building Hope Services LLC	115,495.00	Strategic support of Tallahassee Collegiate Academy for the Charter Schools Program	2 CFR 200.320 (c) (4) Noncompetitive Procurement: The recipient requests to use a noncompetitive procurement method, and the Federal agency or pass-through entity provides written approval.
PO-023858	7/29/2025	Southern Forestry Consultants, Inc.	101,500.00	Reforestation services for FPSI property	Exemption per FAC 6A-14.0734 (2)(f) - Professional services, including, but not limited to, artistic services, instructional services, health services, academic program reviews, lectures by individuals, attorneys, legal services, auditors, and management consultants.
PO-023875	7/30/2025	Miller Electric Company	144,042.80	Procurement and installation of AV equipment for Makerspace Project	Federal Contract - GSA Schedule-47QDHA23D0014

August 18, 2025

**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:** Disposition of Surplus Property Assets

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**Item Description**

This item requests Board approval to dispose of property assets designated as surplus.

**Overview and Background**

The College is required to record property assets and conduct an annual inventory. Under Florida Statute 274.05, the College may dispose of assets that are obsolete and serve no useful function or their continued use is not economically feasible. These assets may include IT equipment, furniture and vehicles, but not facilities or land. The College has deemed the items on the following list as surplus in accordance with statute.

Florida Statute 274.06, allows property assets to be disposed of in the most efficient and cost-effective manner as determined by the government unit. The College may offer these items for sale according to the provisions of the statute, or the items may be donated or destroyed if they are without value.

**Funding/ Financial Implications**

There are no funding or financial implications.

**Past Actions by the Board**

During previous years, the Board has authorized the College to dispose of surplus property items in accordance with the procedures defined in Florida Statutes.

**Recommended Action**

Authorize the College to dispose of the items designated as surplus.



### Assets for Surplus / Disposal

Asset #	Description	Date Acquired	Purchase Amount	Depreciated Value	Code
BA-000017191	CART EZ-GO	6/2/1992	6,042.44	0.00	2
BA-000017194	CART EZ-GO BLUE/WHITE	6/30/1993	5,317.54	0.00	2
BA-000017195	CARPET CLEANING SYS W/TRAILER	6/30/1993	13,763.34	0.00	1
BA-000017203	PERSONNEL AERIAL LIFT	1/1/1996	5,137.15	0.00	1
BA-000017206	CROSSOVER CABLE W/STATONS	1/1/1996	9,021.00	0.00	1
BA-000017207	TANDEM WEIGHT PRESS	1/1/1996	5,622.00	0.00	4
BA-000017215	PROCESSOR ATX CHASSIS	3/1/1996	46,766.45	0.00	1
BA-000017218	PALLET JACK	5/1/1996	5,844.00	0.00	1
BA-000017223	CODEMASTER12 LEAD MON/DEFB	10/1/1998	14,695.10	0.00	1
BA-000017224	MANIKIN INTERACTIVE ACLS SYSTEM	10/1/1998	5,400.00	0.00	1
BA-000017230	CART, EZ-GO WORKHORSE	4/1/2000	6,511.59	0.00	2
BA-000017233	KEY ENGRAVER MAKER 2000	6/1/2001	5,075.00	0.00	3
BA-000017234	CAMERAS W/PUSH ROD VIDEO	6/1/2001	7,066.81	0.00	1
BA-000017239	VOICE MAIL PLATFORM SYSTEM	9/25/2002	66,924.01	0.00	1
BA-000017243	SERVO VENTILATOR 300	6/1/2003	24,240.00	0.00	1
BA-000017244	SANDPRO 5020 (GR-0123)	4/20/2004	10,084.00	0.00	1
BA-000017270	MOWER TRACTOR	1/1/2005	13,393.25	0.00	2
BA-000017271	PORTABLE BACKSTOP	6/1/2005	10,695.00	0.00	1
BA-000017272	PORTABLE BACKSTOP	6/1/2005	10,695.00	0.00	1
BA-000017275	GPS UNIT	6/10/2005	7,196.25	0.00	1
BA-000017276	GPS UNIT	6/10/2005	7,196.25	0.00	1
BA-000017277	GPS UNIT	6/10/2005	7,196.25	0.00	1
BA-000017278	GPS UNIT	6/10/2005	7,196.25	0.00	1
BA-000017300	REFRIGERATED MERCHANDISER	2/1/2006	5,543.12	0.00	1
BA-000017301	Color Mag Card Printer Cp60plus	4/1/2006	5,559.00	0.00	1
BA-000017311	EZ Go Workhorse Golf Cart	4/1/2006	9,795.00	0.00	2
BA-000017312	WHITE CARGO VAN	4/1/2006	17,430.00	0.00	1
BA-000017321	PLASMA LCD MONITOR	4/1/2006	5,176.65	0.00	1
BA-000017322	PLASMA LCD MONITOR	9/1/2006	5,176.66	0.00	1
BA-000017330	REFURBISHED VENTILATOR	9/1/2006	9,075.00	0.00	1
BA-000017338	40" Flat Screen LCD Monitor	10/1/2006	6,201.29	0.00	1

BA-000017339	40" Flat Screen LCD Monitor	10/1/2006	6,201.29	0.00	1
BA-000017340	Aquamax Package Extractor	10/1/2006	7,799.00	0.00	1
BA-000017355	BODYAGE SYSTEM	8/1/2006	9,500.00	0.00	1
BA-000017364	E-Z-GO GOLF CART	11/1/2006	9,079.50	0.00	2
BA-000017365	TURFSWEEPER	11/1/2006	10,650.00	0.00	2
BA-000017369	DRYVIEW LASER IMAGER	3/1/2007	15,000.00	0.00	1
BA-000017380	SERVER	7/1/2007	5,580.20	0.00	1
BA-000017387	EXTRACTOR	10/1/2007	6,600.00	0.00	1
BA-000017388	KODAK DIRECT VIEW SYSTEM	10/1/2007	49,100.00	0.00	1
BA-000017392	AV Switcher	3/1/2008	6,032.00	0.00	1
BA-000017403	JOHN DEERE GATOR UTILITY	6/1/2008	5,715.20	0.00	2
BA-000017409	GEOXH HANDHELD GPS SYSTEM	1/20/2009	5,125.00	0.00	1
BA-000017410	GEOXH HANDHELD GPS SYSTEM	1/20/2009	5,125.00	0.00	1
BA-000017411	GEOXH HANDHELD GPS SYSTEM	1/20/2009	5,125.00	0.00	1
BA-000017412	GEOXH HANDHELD GPS SYSTEM	1/20/2009	5,125.00	0.00	1
BA-000017413	GEOXH HANDHELD GPS SYSTEM	1/20/2009	5,125.00	0.00	1
BA-000017419	SONY HVR-Z7U HDV CAMCORDER	5/15/2009	6,999.95	0.00	1
BA-000017427	LIFE FITNESS TREADMILL 95TLIFE	7/17/2009	5,994.95	0.00	3
BA-000017428	LIFE FITNESS TREADMILL 95TLIFE	7/17/2009	5,994.95	0.00	3
BA-000017432	TRANSFORMER TRAINER	11/5/2009	11,458.56	0.00	1
BA-000017433	CURING OVEN	11/5/2009	21,220.00	0.00	3
BA-000017447	HAAS SL-10 LATHE	6/7/2010	57,425.00	0.00	3
BA-000017448	HAAS MINI MILL VERTICAL MACH	6/7/2010	46,520.00	0.00	3
BA-000017462	POLYCOM HDX7000-720	10/8/2010	5,995.00	0.00	1
BA-000017472	16 CHANNEL DVR RECORDER SYS	12/6/2010	7,588.04	0.00	1
BA-000017473	16 CHANNEL DVR RECORDER SYS	12/6/2010	7,588.04	0.00	1
BA-000017483	Hill-Rom Versacare Hospital Bed	2/17/11	5,654.11	0.00	1
BA-000017495	HAPTICS DEVICE, VIRTUAL IV	2/17/11	10,230.00	0.00	1
BA-000017499	SIMM NEWBORN, ADVANCED	2/17/11	23,520.00	0.00	1
BA-000017500	QUANTUM RADIOGRAPHIC SYS	8/31/2010	96,576.00	0.00	1
BA-000017501	QUANTUM VARIAN DR SYSTEM	8/31/2010	95,000.00	0.00	1
BA-000017503	Air Compressor 20 Hp Triplex Base	8/17/2010	85,752.55	0.00	1
BA-000017504	VACUUM SYSTEM	8/17/2010	26,729.55	0.00	1
BA-000017506	Exxtron Mav Plus 3232 Av	5/31/2011	9,064.18	0.00	1
BA-000017507	POINT OF SALE SYSTEM	3/15/2011	14,056.16	0.00	1

BA-000017523	AVAYA S8800 PHONE SERVER	7/14/2010	139,254.00	0.00	1
BA-000017546	Netlab Ae Software	11/13/2012	6,995.00	0.00	1
BA-000017564	Bridgeport Milling Machine	7/17/2013	17,995.51	0.00	3
BA-000017572	16 Channel Hybrid DVR	4/30/2014	10,943.00	0.00	1
BA-000017591	Schick Dental Sensor Size 1	3/31/2014	10,139.08	0.00	1
BA-000017613	HD Video Streaming Sysytem	8/20/2014	6,000.00	0.00	1
BA-000017623	POLAR HF700 BODYAGE SYSTEM	5/26/2016	9,995.00	0.00	1
BA-000017633	GEARED HEAD ENGINE LATHE	2/11/2016	12,750.00	0.00	3
BA-000017634	GEARED HEAD ENGINE LATHE	2/11/2016	12,750.00	0.00	3
BA-000017635	DELL POWEREDGE R730 SERVER	10/5/2016	14,921.00	0.00	1
BA-000017643	72" LAZER KOHLER MOWER	7/29/2016	11,679.20	0.00	3
BA-000017670	Surface Grinder	6/12/2017	5,850.00	0.00	3
BA-000017678	Gunsmithing Lathe	11/16/2017	5,277.50	0.00	3
BA-000017687	Variable-Speed Vertical Mill	11/16/2017	6,795.00	0.00	3
BA-000017704	Epson Projector - 12,000 lumens	10/17/2019	6,936.00	0.00	1
BA-000017824	Used 2014 Freightliner CASCADIA 125	8/26/2021	51,450.00	9,432.50	3

**Asset Codes:**

- 1 Obsolete - To Be Disposed
- 2 Salvaged – To be Used for Parts
- 3 Surplus - To Be Sold or Donated
- 4 Trade - Asset To Be Used for Trade-In Value
- 5 Lost/Stolen (Police report filed)

August 18, 2025

**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

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**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 - Administration - Amendment 9

This amendment increased funds to Other Professional Fees & Services and reallocated funds from Personnel, Fringe and Travel to Materials and Supplies, Software & Indirect Cost. The new award amount is \$416,649.47.

Lumen Learning - Amendment 1

This amendment extends the award to 6/30/26. The award amount remains the same.

Florida Department of Juvenile Justice - Project Anchor FY 22 - 25 - Amendment 5

This amendment extends the award through July 31, 2028. The new award amount is 27,329,075.70 with 14% indirect cost rate .

Florida A&M University/National Science Foundation - HBCU - RISE 22 - 25 - Amendment 4

This amendment reallocated funds from Tutors to Fringe. The award amount remains the same.

Florida Department of Education - Linking Industry to Nursing Education (LINE) Fund - Amendment 1

This amendment reallocated funds from Scholarships to Educational Material & Supplies. The award amount remains the same

Florida Department of Education - Pathways to Career Opportunities Grants and Aids - TCC - Staff Augment Positions FY 24/25 - Amendment 3

This amendment reallocated funds from Health Insurance and Salary to Salary , Fringe, Travel, Computer Hardware, and Communication Devices. The date has been extended until 8/31/25. The award amount remains the same.

Florida Department of Education - Adult Education and Family Literacy, Adult General Education, Tallahassee State College, Adult Augment Positions FY 24/25 - Amendment 1

This amendment extends the award through June 30, 2026. The award amount remains the same.

Florida Department of Education - Adult Education and Family Literacy, Adult General Education 24/25 - Amendment 2 & 3

These amendments reallocated funds from Educational Supplies to Minor Equipment and extended award date until 6/30/26. The award amount remains the same.

Florida Department of Education - Civics Literacy Captains and Coaches - Amendment 1

This amendment extends the award date through 8/31/25. The award amount remains the same.

Florida Department of Transportation - Florida Teen Traffic Safety - Amendment 2

This amendment reallocated funds from Postage to Printing, Office Supplies, and Program Specialist 1. The award amount remains the same.

Florida Department of Education - Adult General Education (AGE) - Tallahassee State College (TSC), Adult Augment Liaison Position 24/25 - Amendment 1

This amendment is a no cost extension and extends the award date through 8/31/25. The award amount remains the same.

Florida Department of Education - Pathways to Career Opportunities Grant (PCOG) - Grow Your Own Teacher (GYO) Apprenticeship Program FY 24/25 - Amendment 1

This amendment is a no cost extension and extends the award date through 6/30/26. The award amount remains the same.

Florida Department of Education - Linking Industry to Nursing Education (LINE) Fund FY 24/25 – Amendment 1

This amendment is a no cost extension and extends the award date through 6/30/26. The award amount remains the same.

Florida Department of Education - Civics Literacy Captains and Coaches - Amendment 4-6

These amendments reallocated funds from Health Insurance, Travel and Minor Equipment to Salaries Fringe, and Minor Equipment. and extended the award date through 8/31/25. The award amount remains the same.

Florida College Systems Activities Association Contract FY 25/26

This award is to provide an executive staff position, and two support positions to direct the Florida College System Activities Association. The Florida College System Activities Association provides academic and athletic opportunities for students. The amount of this contract is \$292,200, including an indirect cost rate of 2%. The funding period is 7/1/25 through 6/30/26.

Florida Education Foundation - 25/26

This award provides funding to support the vision and fulfillment of the mission of the Florida Civics & Debate Initiative. The amount of this award is \$202,805.40, with an indirect cost rate of 5%. The award date is 7/1/25 - 6/30/26.

**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 - Administration

Amendment 8 was listed on the March 2025 BOT agenda.

Lumen Learning

Amendment 1 was listed on the February 2023 BOT agenda.

Florida Department of Juvenile Justice - Project Anchor FY 22 - 25

Amendment 4 was listed on the April 2025 BOT agenda.

Florida A&M University/National Science Foundation - HBCU - RISE 22 - 25

Amendment 4 was listed on the April 2025 BOT agenda.

Florida Department of Education - Linking Industry to Nursing Education (LINE) Fund

Initial award was listed on the August 2024 BOT agenda.

Florida Department of Education - Pathways to Career Opportunities Grants and Aids - TCC - Staff Augment Positions FY 24/25

Amendment 2 was listed on the March 2025 BOT agenda.

Florida Department of Education - Adult Education and Family Literacy, Adult General Education, Tallahassee State College, Adult Augment Positions FY 24/25

Initial award was listed on the August 2024 BOT agenda.

Florida Department of Education - Adult Education and Family Literacy, Adult General Education 24/25

Amendment 1 was listed on the January 2025 BOT agenda.

Florida Department of Education - Civics Literacy Captains and Coaches

Initial award was listed on the September 2025 BOT agenda.

Florida Department of Transportation - Florida Teen Traffic Safety

Amendment 1 was listed on the May 2025 BOT agenda.

Florida Department of Education - Adult General Education (AGE) - Tallahassee State College (TSC), Adult Augment Liaison Position 24/25

Initial award was listed on the January 2025 BOT agenda.

Florida Department of Education - Pathways to Career Opportunities Grant (PCOG) - Grow Your Own Teacher (GYO) Apprenticeship Program FY 24/25

Initial award was listed on the February 2025 BOT agenda.

Florida Department of Education - Linking Industry to Nursing Education (LINE) Fund FY 24/25

Initial award was listed on the March 2025 BOT agenda.

Florida Department of Education - Civics Literacy Captains and Coaches

Amendment 3 was listed on the January 2025 BOT agenda

Florida College Systems Activities Association Contract FY 25/26

This is the initial award.

Florida Education Foundation - 25/26

This is the initial award.

**Funding/ Financial Implications**

The above projects are established in Fund 2, Restricted Accounts. The total indirect anticipated from the increased awards is \$1,703,391.52.

**Recommended Action**

Authorize funding for the awards and contracts as presented.

August 18, 2025

**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

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**Item Description**

This item requests that the Board approve the architect invoices submitted for the month(s) of July and August 2025.

**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 - \$9,420.96  
BKJ, Inc. Architecture - \$7,612.50  
Clemons, Rutherford & Associates, Inc. - \$0.00  
DAG Architects, Inc. - \$0.00  
EMI Architects - \$0.00  
Fitzgerald Collaborative Group, LLC - \$0.00

**Past Actions by the Board**

The Board last authorized architect invoices at the June 16, 2025 meeting.

**Funding/ Financial Implications**



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

**Recommended Action**

Authorize payment of architectural invoice(s) as presented.



**INVOICE NO. 23480.2.4**

<b>TO</b> 	Don Herr Jenny Shuler 444 Appleyard Drive Tallahassee, FL 32304 (850) 201-6200	Page <u>1</u> of <u>1</u> Pages <b>Federal I.D. No:</b> 59-3616761  Purchase Order No: PO-019793-1	
<b>FROM:</b> 	Susan Goodwin, Office Manager 206 W Virginia Street Tallahassee, FL 32301 (850) 942-1718, ext 302	Project Name: CFI - 3rd Floor Improvements  DATE: 6/23/2025	

**THE PRESENT STATUS OF THE ACCOUNT IS AS FOLLOWS:**

TSC PO# Service Lines	DESCRIPTION	TOTAL FEE	PERCENT COMPLETE	AMOUNT REMAINING	LESS PREVIOUSLY BILLED	AMOUNT DUE THIS INVOICE
<b>Line 1</b>	Design Development	\$14,912.00	100%	\$0.00	\$14,912.00	\$0.00
	Construction Documents	\$13,048.00	100%	\$0.00	\$13,048.00	\$0.00
	Bid / Permitting	\$1,864.00	100%	\$0.00	\$1,864.00	\$0.00
	Construction Administration	\$7,456.00	100%	\$0.00	\$2,535.04	\$4,920.96
<b>Line 2</b>	Furniture Consultation	\$4,500.00	100%	\$0.00	\$0.00	\$4,500.00
<b>GRAND TOTALS</b>		\$41,780.00		\$0.00	\$32,359.04	\$9,420.96
Invoice Total						\$9,420.96

**CERTIFIED TRUE AND CORRECT BY:**

RLY

Rodney L. Lewis, Principal

(Signature of Principal)

(Typed Name and Title)

Tallahassee State 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-019793 - 1
Purchase Order Date	03/07/2024
Payment Terms	Net 30
Requestor	Jenny Shuler
Phone Number	(850) 201-6200

Supplier:

Architects: Lewis + Whitlock, PA  
206 W Virginia Street  
Tallahassee, FL 32301  
United States of America

Ship To:

Tallahassee State College  
444 Appleyard Drive  
Tallahassee, FL 32304  
United States of America

Comments:

PJ-0497 CFI 3rd Floor Renovations - A/E Fees  
Contact: Don.Herr@tsc.fl.edu  
Invoice: Jenny.Shuler@tsc.fl.edu  
\*\*REF: TCC RFQ 2022-11 ; Approved at the January 17, 2023 BOT Meeting\*\*  
  
CHANGE ORDER NO. 1 - Adding New Line#2 in the amount of \$4,500.00 for Additional Services - Furniture Consultation.  
Quote 2/27/24-page3.  
NEW PO TOTAL: \$41,780.00

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	41,780.00	0.00	41,780.00

Director of Procurement and Auxiliary Services  
Dustin Frost

Tallahassee State 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-019793 - 1
Purchase Order Date	03/07/2024
Payment Terms	Net 30
Requestor	Jenny Shuler
Phone Number	(850) 201-6200

Service Lines						
Line Number	Item Name	Description	Start Date	End Date	Due Date	Amount
1		Proposal for Professional Services for TCC Site 4 Campus – Center for Innovation (CFI) 3rd Floor Improvements. Scope: This project consists of design development, documentation, permitting and construction administration of new infrastructure, general spaces and tenant build-outs within the Center for Innovation; and are based on preliminary design concepts previously developed by ALW and will include the following: 1. Demolition of existing walls/spaces as required 2. Improvements and finishes to existing restrooms and other walls scheduled to remain. 3. New third floor tenant arrangements 4. New meeting and common spaces 5. Coordination with new exterior window(s) 6. New infrastructure for telecom and security 7. New furnishings Will include FSM Engineering for Mechanical, Plumbing, and Fire Protection Engineering and McGinnis-Fleming Engineering for Electrical Engineering. Specifics per attached proposal February 27, 2024.				37,280.00
2		Additional Services: Furniture Consultation Per attached Fee Schedule dated February 27, 2024 - page 3.				4,500.00

**Messages**

Tallahassee State 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 State College.

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

Please send all Invoices to Accounts Payable - "AcctPay@tsc.fl.edu"  
To ensure timely payments, TSC 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 TSC Accounts Payable Office at (850) 201-8565.

INVOICE NO. 7  
Project Invoice No. 8



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

Page: 1 of 1 Pages

TSC Purchase Order No.: PO 020281 - 1 & 2

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

Project Name:  
Library Improvements - Makerspace

Date: 7/9/2025

THE PRESENT STATUS OF THE ACCOUNT IS AS FOLLOWS:

SERVICE	TOTAL FEE	PERCENT COMPLETE	AMOUNT DUE	LESS PREVIOUSLY BILLED	AMOUNT DUE THIS INVOICE
<b>BASIC SERVICES</b>					
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	\$56,315.00	\$0.00
Phase 3- 100% Construction Documents	\$57,530.00	100%	\$57,530.00	\$57,530.00	\$0.00
Phase 4- Permitting/Bid	\$9,350.00	100%	\$9,350.00	\$9,350.00	\$0.00
Phase 5- Construction Administration	\$30,450.00	25%	\$7,612.50	\$0.00	\$7,612.50
<b>ADDITIONAL SERVICES</b>					
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	100%	\$20,065.00	\$20,065.00	\$0.00
Phase 9- AHU Replacement	\$34,335.00	100%	\$34,335.00	\$34,335.00	\$0.00
Phase 10- Code Minimum Commissioning	\$8,000.00	0%	\$0.00	\$0.00	\$0.00
Phase 11- Renderings	\$9,975.00	100%	\$9,975.00	\$9,975.00	\$0.00
Phase 12- Energy Forms	\$750.00	100%	\$750.00	\$750.00	\$0.00
Add Serv 1- Structural Load Analysis	\$8,040.00	100%	\$8,040.00	\$8,040.00	\$0.00
Add Serv 2- Owner requested revisions	\$19,680.00	100%	\$19,680.00	\$19,680.00	\$0.00
<b>OTHER PROJECT COSTS</b>					
Reimbursable Expenses	\$700.00	99%	\$692.00	\$692.00	\$0.00
<b>GRAND TOTALS</b>	<b>\$294,825.00</b>		<b>\$261,204.50</b>	<b>\$253,592.00</b>	<b>\$7,612.50</b>
<b>Total due Architect/Engineer</b>					<b>\$7,612.50</b>

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 State 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 - 2
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 State 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. 2 - Increasing PO by \$19,680.00 for second additional services request.  
NEW PO TOTAL: \$294,825.00  
  
CHANGE ORDER NO. 1 - Increasing PO by \$8,040.00 for first additional services request.  
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	294,825.00	0.00	294,825.00

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**				294,825.00

Messages

Tallahassee State 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

Director of Procurement and Auxiliary Services  
Dustin Frost

Tallahassee State 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 - 2
Purchase Order Date	05/14/2024
Payment Terms	Net 30
Requestor	Jenny Shuler
Phone Number	(850) 201-6200

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 State College.

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

Please send all Invoices to Accounts Payable - "AcctPay@tsc.fl.edu"  
To ensure timely payments, TSC 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 TSC Accounts Payable Office at (850) 201-8565.

August 18, 2025

**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

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**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.

## FACILITIES & CONSTRUCTION STATUS REPORT – JULY & AUGUST 2025

### MAIN CAMPUS (SITE 1)

TSC PROJECT#	TASK / PROJECT NAME	%COMPLETE	DUE DATE	NOTES / STATUS
PJ-0561	Library Bay Windows – Reseal / Repair	10%	August 2025	Point Glass - Underway
PJ-0561	Student Union Curtain Wall Repairs	10%	August 2025	Marlin Coatings - Underway
PJ-0561	CT, WD & HSS Storefront Windows	10%	September 2025	Obtaining quotes
PJ-0428	Library (LB) Bldg#30 - AHU 1 Replacement	98%	August 2025	Installing Desigo Controls
PJ-0544	LB Bldg#30 – AHU 9	20%	September 2025	Installation underway
PJ-0517	EN Bldg#01 – DP/DT Supply and Return	60%	August 2025	In progress
PJ-0517	Trane Chiller #4 Repair	10%	September 2025	Parts received
PJ-0291	SM AHU 5 & 6 Replacements	15%	December 2025	PO Issued
PJ-0292	TCA AHU 1-6 Replacement	15%	December 2025	PO Issued
N/A	Transfer of Parcel(s) Electrical Bldg#16 to Leon County School Board	45%	TBD	Pending LCS and TSC BOT approval
N/A	Dale Mabry Museum	15%	TBD	Quonset Hut ESD 8/11/2025
PJ-0434	Truck Driving Program Expansion/Grant	5%	TBD	Environmental exemption submitted and pending approval
PJ-0541	LSC Lobby	100%	July 2025	Complete
TBD	Innovation Academy of Excellence Charter School (UC 19)	15%	December 2025	Renovations Underway
PJ-0592	Centre Ground Floor Renovations	10%	June 2026	Design underway
PJ-0562	SU Cashiers Office Remodel	90%	August 2025	Work in progress
PJ-0544	TCA Bldg#08 Renovations	90%	August 2025	Work in progress
PJ-0374	State DM - 15KV Electrical Underground Infrastructure	45%	October 2025	Work in progress
PJ-0496	Six Innovation/Maker Spaces in Library Bldg#30	40%	December 2025	Work in progress
PJ-0436	Solar Powered Covered Walkways	95%	October 2025	Construction in progress



## MAIN CAMPUS (SITE 1) – CONTINUED

PJ-0553	Southern Pipe (GOR #46) Structural Repairs	5%	September 2025	Obtaining quotes
PJ-0534	SMA 140 - Classroom Renovations	5%	August 2025	TBD
PJ-0548	WD 131 Classroom Expansion	100%	July 2025	Complete
PJ-0549	WD 129 Classroom Expansion	100%	July 2025	Complete
PJ-0550	WD 126 Classroom Expansion	100%	July 2025	Complete
PJ-0551	WD 128 Classroom Expansion	100%	July 2025	Complete
PJ-0547	WD 141, 140 & <b>125</b> Classroom Consolidation	100%	July 2025	Complete
PJ-0594	SMA 100, 101, 101A, 101B, 101C, 102, 102A, 103 & 106 Room Refresh	10%	August 2025	In progress
N/A	EN 112, 113, 114, 115 & 135 Install Chair Rails and Paint	15%	August 2025	In progress
PJ-0527	Replace Campus Bench Seating	50%	September 2025	In progress
N/A	Replace Wooden Handrails	50%	August 2025	Replacing with aluminum handrails
PJ-0506	Exterior Door Security/Safety Upgrades	80%	August 2025	In progress
PJ-0519	LSC Bldg#15 Fire Panel Replacement	10%	August 2025	In progress
N/A	Indoor Room Identification/Door Lock Audit/Evacuation Route Map	99%	August 2025	Classrooms, restrooms, breakrooms, offices, etc. (normally occupied)
CPTED	CPTED Tree and Shrub Trimming	50%	August 2025	Underway
PJ-0515	Refinish LS Bldg#15 Wood Flooring	100%	July 2025	Complete
PJ-0545	DH FRP Wall Repairs	100%	August 2025	Complete
N/A	Athletics – Sand Pro Equipment	10%	September 2025	Purchase order submitted
PJ-0522	Soft Scrub Exterior SU Bldg#35	5%	August 2025	Pending completion of window repairs
PJ-0530	Roof Repairs at SU Bldg#35	90%	August 2025	Materials on hand
PJ-0530	Roof Repairs at AD Bldg#27	90%	August 2025	Materials on hand
PJ-0530	Roof Repairs at CB Bldg#09	30%	August 2025	Materials on hand

## MAIN CAMPUS (SITE 1) – CONTINUED

PJ-0530	Workforce Development Bldg#38 Roof	95%	August 2025	Work in progress
PJ-0530	Roof Repairs at TPP Bldg#11 / DH Bldg#06	25%	August 2025	Materials on hand
PJ-0581	Install Lightning Protection WD#38	5%	October 2025	Obtaining quotes
PJ-0581	Certification Lightning Protection FPAC Bldg#12	15%	August 2025	PO Issued
PJ-0504	Paving Repairs	50%	September 2025	In progress
PJ-0379	Sidewalk Repairs, Elimination of Trip Hazards	Continuous	On-going	Repaired 1,696 Trip Hazards Replaced 77 sections of Sidewalk Repaired 156' of new curb
TSC PROJECT#	SUSTAINABILITY	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Hydration Stations	Continuous	On-going	Prevented 838,031 Plastic Bottles from going to landfills
N/A	Recycled Plastic Lumber/Furniture	Continuous	On-going	Prevented 3,681,286 Plastic Bags from going to landfills
N/A	CO2 Avoidance	Continuous	On-going	Prevented 41,902 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	95%	August 2025	Pending approval from City of Quincy
PJ-0554	HVAC Course Expansion (CAP Grant)	5%	Fall 2025	Planning and design underway
TSC PROJECT#	SUSTAINABILITY	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Hydration Stations	Continuous	On-going	Prevented 2,392 Plastic Bottles from going to landfills
N/A	CO2 Avoidance	Continuous	On-going	Prevented 120 lbs. of CO2 emissions into atmosphere

## FLORIDA PUBLIC SAFETY INSTITUTE (SITE 3)

TSC PROJECT#	TASK / PROJECT NAME	%COMPLETE	DUE DATE	NOTES / STATUS
PJ-0517	Central Utility Plant Boiler Replacement	35%	August 2025	PO issued
N/A	Housing Boiler Repairs	15%	August 2025	Researching
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-0486	FPSI Stormwater Retention Pond#1	15%	September 2025	Researching
PJ-0486	FPSI Stormwater Retention Pond#2	5%	September 2025	Researching
PJ-0487	FPSI Firing Range Improvements	50%	August 2025	Commenced repairs
TBD	Lighting Road and Pathway	10%	August 2025	Obtaining quotes for lighting
N/A	Driving Track Modular Remodel	100%	July 2025	Complete
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
PJ-0504	Paving Repairs	10%	August 2025	In progress
TSC PROJECT#	SUSTAINABILITY	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Hydration Stations	Continuous	On-going	Prevented 257,619 Plastic Bottles from going to landfills
N/A	CO2 Avoidance	Continuous	On-going	Prevented 12,881 lbs. of CO2 emissions into atmosphere

## CENTER FOR INNOVATION (SITE 4)

TSC PROJECT#	TASK / PROJECT NAME	%COMPLETE	DUE DATE	NOTES / STATUS
PJ-0423	State DM - CFI Exterior Envelope (Walls & Windows)	40%	October 2025	Project underway
PJ-0424	State DM - CFI Exterior Staircases	45%	October 2025	Project underway
PJ-0497	CFI – 3 <sup>rd</sup> Floor Renovation	98%	August 2025	Project nearing completion
TSC PROJECT#	SUSTAINABILITY	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Hydration Stations	Continuous	On-going	Prevented 15,942 Plastic Bottles from going to landfills
N/A	CO2 Avoidance	Continuous	On-going	Prevented 797 lbs. of CO2 emissions into atmosphere

## GHAZVINI CENTER FOR HEALTHCARE EDUCATION (SITE 5)

TSC PROJECT#	TASK / PROJECT NAME	%COMPLETE	DUE DATE	NOTES / STATUS
PJ-0517	Chiller Repairs Module #6	100%	July 2025	Complete
PJ-0517	Chiller Repairs Module #7	100%	July 2025	Complete
PJ-0574	Lighting Electrical Panel Upgrade	75%	August 2025	Underway
TSC PROJECT#	SUSTAINABILITY	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Hydration Stations	Continuous	On-going	Prevented 65,776 Plastic Bottles from going to landfills
N/A	CO2 Avoidance	Continuous	On-going	Prevented 3,289 lbs. of CO2 emissions into atmosphere

## WAKULLA ENVIRONMENTAL INSTITUTE (SITE 6)

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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
PJ-0557	Pole Barn	35%	August 2025	In progress
PJ-0559	Classroom Renovation 108A	95%	August 2025	New AV, flooring, painting, furniture
PJ-0560	Classroom Renovation 108B	95%	August 2025	New AV, flooring, painting, furniture
TBD	AG Pole Barn – Enclose	5%	TBD	Obtaining quotes
TSC PROJECT#	SUSTAINABILITY	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Hydration Stations	Continuous	On-going	Prevented 6,971 Plastic Bottles from going to landfills
N/A	CO2 Avoidance	Continuous	On-going	Prevented 349 lbs. of CO2 emissions into the atmosphere

August 18, 2025

**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:** Resubmit Capital Improvement Plan (CIP) 2026-27 Through 2028-2029

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**Item Description**

This item describes the annual Capital Improvement Plan submittal process and the project priorities for the College.

**Overview and Background**

The College must annually prepare a Capital Improvement Plan (CIP) and submit it to the Florida College System. The CIP represents TSC's capital improvement priorities in support of academic programs and student needs and becomes part of the Florida Department of Education's legislative budget request.

Priorities for construction were determined based on College and State standards, future student enrollment, academic program needs, safety-to-life concerns, operating needs and cost efficiencies.

The Maintenance, Repair & Renovation Projects Request List includes critical projects to meet the operational needs of the College. Each project contains elements to repair or upgrade vital infrastructure. The need for maintenance funds has increased due to aging facilities, technology infrastructure, building system complexity, and building regulations.

All projects must be recommended in the college's Educational Plant Survey. The Educational Plant Survey 3.1 for TSC was approved at the June 16, 2025 BOT Meeting. Included for Board approval are forms CIP-1, current status of all funded and budgeted projects and CIP-2, summary of new projects.

**Funding/ Financial Implications**

Funding for projects listed on the CIP is provided as part of the annual PECO appropriation made by the Florida Legislature.

**Past Actions by the Board**

The District Board of Trustees approved the 2026-27 through 2028-29 CIP on June 16, 2025.

**Recommended Action**

Approve the updated 2026-27 through 2028-29 CIP, as provided on the attached CIP-1 and CIP-2 forms.

PROJECT TITLE (Include Site)	SITE No.	FUNDING SOURCE(s)	YEAR(S) FUNDED	GROSS SQUARE FEET (GSF)	PRIOR APPROPRIATED STATE FUNDS*	ADDITIONAL APPROPRIATED STATE FUNDS REQUIRED*	AMOUNT OF OTHER FUNDS	TOTAL PROJECT COSTS	ON APPROVED SURVEY?*	ON APPROVED PPL?***	CURRENT STATUS (Select One from List)	ESTIMATED OR ACTUAL COMPLETION DATE
Allied Health Education Center (FECGP)	5	Local/CIF	2006/11	88,455	\$30,215,241	\$446,272	\$446,272	\$31,107,785	YES	N/A	Complete	11/1/2012
Classroom Renovations	1	Local/CIF	2020/26	n/a	\$0	\$0	\$675,000	\$675,000	YES	YES	Construction	6/30/2026
ADA Improvements - English Bldg#01 Restrooms Renovation	1	Local/CIF	2024/26	550	\$0	\$0	\$411,602	\$411,602	YES	YES	Complete	11/1/2024
AED Repair & Replacement	1-6	Local/CIF	2020/26	n/a	\$0	\$0	\$65,000	\$65,000	YES	YES	Construction	6/30/2026
Asphalt Repairs and Markings	1-6	Local/CIF	2020/26	n/a	\$0	\$0	\$150,000	\$150,000	YES	YES	Construction	6/30/2026
C - Cure Locks/Doors/Cameras & Physical Security (NIST 800-171)	1-6	Local/CIF	2020/26	n/a	\$0	\$0	\$250,000	\$250,000	YES	YES	Construction	6/30/2026
Concrete, Brick, Sidewalks and Trip Hazard Repairs	1	Local/CIF	2020/26	n/a	\$0	\$0	\$100,000	\$100,000	YES	YES	Construction	6/30/2026
CPTED Tree and Shrub Trimming	1-6	Local/CIF	2020/26	n/a	\$0	\$0	\$65,000	\$65,000	YES	YES	Construction	6/30/2026
Door & Access Canopies and Walkway Coverings	1-6	Local/CIF	2020/26	n/a	\$0	\$0	\$65,000	\$65,000	YES	YES	Construction	6/30/2026
E.F.I.S	1-5	Local/CIF	2020/26	n/a	\$0	\$0	\$65,000	\$65,000	YES	YES	Construction	6/30/2026
Elevators	1-5	Local/CIF	2020/26	n/a	\$0	\$0	\$85,000	\$85,000	YES	YES	Construction	6/30/2026
Emergency Diesel Generator Service / Replacement / Upgrades	1,2,3,5 & 6	Local/CIF	2024/26	n/a	\$0	\$0	\$140,100	\$140,100	YES	YES	Construction	6/30/2026
Electrical Upgrades	1	Local/CIF	2024/26	n/a	\$0	\$0	\$65,000	\$65,000	YES	YES	Construction	6/30/2026
Fire Alarm/Panel Upgrades	1-6	Local/CIF	2020/26	n/a	\$0	\$0	\$65,000	\$65,000	YES	YES	Construction	6/30/2026
Fire and Life Safety (Emergency Lighting, Extinguishers, Hazardous Waste)	1-6	Local/CIF	2020/26	n/a	\$0	\$0	\$65,000	\$65,000	YES	YES	Construction	6/30/2026
Flooring	1-6	Local/CIF	2020/26	n/a	\$0	\$0	\$200,000	\$200,000	YES	YES	Construction	6/30/2026
Furniture Upgrades	1-6	Local/CIF	2020/26	n/a	\$0	\$0	\$200,000	\$200,000	YES	YES	Construction	6/30/2026
HVAC/BAS Materials, Equipment, Contracts & Services	1-6	Local/CIF	2020/26	n/a	\$0	\$0	\$1,000,000	\$1,000,000	YES	YES	Construction	6/30/2026
Lightning Protection	1-6	Local/CIF	2020/26	n/a	\$0	\$0	\$65,000	\$65,000	YES	YES	Construction	6/30/2026
Light Pole Replacements	1-6	Local/CIF	2021/26	n/a	\$0	\$0	\$65,000	\$65,000	YES	YES	Construction	6/30/2026
Painting (Interior & Exterior)	1-6	Local/CIF	2020/26	n/a	\$0	\$0	\$175,000	\$175,000	YES	YES	Construction	6/30/2026
Roofing	1-6	Local/CIF	2020/26	n/a	\$0	\$0	\$1,500,000	\$1,500,000	YES	YES	Construction	6/30/2026



PROJECT TITLE (Include Site)	SITE No.	FUNDING SOURCE(s)	YEAR(S) FUNDED	GROSS SQUARE FEET (GSF)	PRIOR APPROPRIATED STATE FUNDS*	ADDITIONAL APPROPRIATED STATE FUNDS REQUIRED*	AMOUNT OF OTHER FUNDS	TOTAL PROJECT COSTS	ON APPROVED SURVEY?*	ON APPROVED PPL?***	CURRENT STATUS (Select One from List)	ESTIMATED OR ACTUAL COMPLETION DATE
Steel Buildings/Gutters (SBG)	1-6	Local/CIF	2020/26	n/a	\$0	\$0	\$65,000	\$65,000	YES	YES	Construction	6/30/2026
Stormwater Drainage	1-6	Local/CIF	2024/26	n/a	\$0	\$0	\$400,000	\$400,000	YES	YES	Construction	6/30/2026
Underground Water Leaks, Inspections and Repairs (Domestic)	1-6	Local/CIF	2022/26	n/a	\$0	\$0	\$65,000	\$65,000	YES	YES	Construction	6/30/2026
Water Treatment Services and Inspections	1-6	Local/CIF	2020/26	n/a	\$0	\$0	\$65,000	\$65,000	YES	YES	Construction	6/30/2026
Window Repairs/Replacements	1-6	Local/CIF	2025/26	n/a	\$0	\$0	\$75,000	\$75,000	YES	YES	Construction	6/30/2026
Workday ERP	1-6	Local/CIF	2020/26	n/a	\$0	\$0	\$950,000	\$950,000	YES	YES	Construction	6/30/2026
Main Campus, FPSI & Ghazvini IAQ	1, 3, 4 & 5	CO&DS	2020/26	n/a	\$0	\$0	\$1,500,000	\$1,500,000	YES	YES	Construction	6/30/2026
15KV Electrical Infrastructure	1	State DM/Local CIF	2023/25	n/a	\$3,300,000	\$0	\$819,563	\$4,119,563	YES	YES	Construction	12/31/2025
AMTC Bldg 43 Roof Restoration	1	Local/CIF	2023/25	n/a	\$0	\$0	\$1,000,000	\$1,000,000	YES	YES	Planning	6/30/2026
APB Bldg 53 Roof Restoration	1	Local/CIF	2023/25	n/a	\$0	\$0	\$239,300	\$239,300	YES	YES	Complete	7/1/2024
CFI Exterior Envelope (Walls & Windows)	4	State DM	2023/25	n/a	\$3,450,000	\$0	\$770,465	\$4,220,465	YES	YES	Construction	12/31/2025
CFI Exterior Staircases	4	State DM	2023/25	n/a	\$950,000	\$0	\$494,308	\$1,444,308	YES	YES	Construction	12/31/2025
CFI 3rd Floor Renovations	4	Local/CIF	2024/25	n/a	\$0	\$0	\$785,604	\$785,604	YES	YES	Complete	4/10/2025
CFI Smoke Exhaust Removal	4	Local/CIF	2024/25	n/a	\$0	\$0	\$337,887	\$337,887	YES	YES	Complete	3/3/2025
CFI Roof Restoration	4	Local/CIF	2023/25	n/a	\$0	\$0	\$885,894	\$885,894	YES	YES	Complete	10/4/2024
Elevator Door Lock Monitoring Systems	1	State DM/Local CIF	2023/25	n/a	\$700,000	\$0	\$200,000	\$900,000	YES	YES	Complete	2/19/2025
Elevator Door Lock Monitoring Systems	3	State DM	2023/25	n/a	\$52,000	\$0	\$0	\$52,000	YES	YES	Complete	12/26/2024
LSC Bldg 15 Roof Restoration	1	Local/CIF	2023/25	n/a	\$0	\$0	\$1,196,368	\$1,196,368	YES	YES	Complete	9/9/2024
PO Bldg 56 Roof Restoration	1	Local/CIF	2023/25	n/a	\$0	\$0	\$625,380	\$625,380	YES	YES	Complete	3/7/2025
Replace 2 Chillers and Install VFD's on Chill Water Pumps	3	State DM	2023/25	n/a	\$1,000,000	\$0	\$121,942	\$1,121,942	YES	YES	Complete	11/18/2024
Roof Restorations TPP 11, DH 6, AP 3, MLH 4 - Four Buildings with One Contiguous Roof	1	State DM/Local CIF	2023/25	n/a	\$2,856,222	\$0	\$401,543	\$3,257,765	YES	YES	Complete	6/30/2025
Renovate Central Utility Plant & Infrastructure - Main Campus	1-6	State ARP PECO	2023/25	n/a	\$5,266,404	\$0	\$17,864	\$5,284,268	YES	YES	Complete	6/30/2025

FLORIDA COLLEGE SYSTEM  
CIP 1  
CURRENT STATUS OF FUNDED & BUDGETED PROJECTS FOR  
YEAR 2025-26

CIP 1

COLLEGE: Tallahassee State College  
DATE: 6/17/2025

PROJECT TITLE (Include Site)	SITE No.	FUNDING SOURCE(s)	YEAR(S) FUNDED	GROSS SQUARE FEET (GSF)	PRIOR APPROPRIATED STATE FUNDS*	ADDITIONAL APPROPRIATED STATE FUNDS REQUIRED*	AMOUNT OF OTHER FUNDS	TOTAL PROJECT COSTS	ON APPROVED SURVEY?**	ON APPROVED PPL?***	CURRENT STATUS (Select One from List)	ESTIMATED OR ACTUAL COMPLETION DATE
TCA Bldg#08 - Renovations/Improvements	1	Local/CIF	2024/25	n/a	\$0	\$0	\$1,400,000	\$1,400,000	YES	YES	Construction	6/30/2026
AC Bldg#08 Voice Evacuation System	1	Local/CIF	2024/25	n/a	\$0	\$0	\$79,774	\$79,774	YES	YES	Complete	7/17/2024
Dental Sim Lab in AP Building#03	1	Local/CIF	2024/25	1,765	\$0	\$0	\$2,171,028	\$2,171,028	YES	YES	Complete	8/2/2024
Emergency Disaster - Tornados - 05/10/24	1	Local/CIF	2024/25	n/a	\$0	\$0	\$373,834	\$373,834	YES	N/A	Complete	9/11/2024
FPSI Stormwater Drainage	3	Local/CIF	2024/25	n/a	\$0	\$0	\$250,000	\$250,000	YES	YES	Construction	6/30/2026
Library Improvements - Maker Space (CapGrant)	1	Local/Grant	2024/25	14,000	\$0	\$0	\$3,200,000	\$3,200,000	YES	YES	Construction	12/31/2025
Main Campus Solar Panel Canopies	1	Local/CIF	2024/25	n/a	\$0	\$0	\$1,707,609	\$1,707,609	YES	YES	Construction	12/31/2025
TCC Main Campus Site Improvements Bldgs# 20, 23 & 34 Complex (Ballfields & Stormwater Improvements)	1	Local/Grant	2024/25	n/a	\$0	\$0	\$1,639,812	\$1,639,812	YES	NO	Complete	5/22/2025
TCC Main Campus Site Improvements Building#15 (LS Locker Room)	1	Local/Grant	2024/25	5,390	\$0	\$0	\$1,690,455	\$1,690,455	YES	NO	Complete	10/24/2024
Southern Pipe (GOR #46) Structural Repairs	1	Local/Grant	2025/26	n/a	\$0	\$0	\$100,000	\$100,000	YES	YES	Construction	6/30/2026
Building 56 Ground Excavation	1	Local/Grant	2025/26	n/a	\$0	\$0	\$65,000	\$65,000	YES	YES	Construction	6/30/2026
North Florida Innovation Labs, Lab Equipment and Furnishing	1	General Revenue	2023/25	n/a	\$750,000	\$0	\$0	\$750,000	NO	N/A	Planning	6/30/2026
					\$48,539,867	\$446,272	\$29,446,603	\$77,682,742				

Add lines as necessary.

NOTES:

\* Please include any outstanding Facility Enhancement Challenge Grant Projects that remain eligible for future funding and indicate how any state match funds will be used as a note. (Identify by adding FECGP in parentheses at the end of project name.)

\*\* Projects using state funds and/or Capital Improvement Fees must be survey recommended (except for maintenance & repair projects).

\*\*\* Projects using CO&DS funds must also be included on the constitutionally-required Project Priority List (PPL).

FLORIDA COLLEGE SYSTEM  
CIP 2 SUMMARY  
CAPITAL IMPROVEMENT PLAN AND LEGISLATIVE BUDGET REQUEST  
2026-27 through 2028-29

CIP 2

COLLEGE: Tallahassee State College

MAINTENANCE, REPAIR & RENOVATION PROJECTS

PRIORITY #	INITIAL REQUEST YEAR	PROJECT TYPE	PROJECT TITLE (include Site)	SITE No.	2026-27	2027-28	2028-29	THREE YEAR TOTAL	TOTAL PRIOR APPROP	LOCAL FUNDS	TOTAL PROJECT COST*	ON APPROVED SURVEY?
1	2024	Maint/Repair	Emergency Diesel Generator Modernization	1, 3 & 5	\$2,775,000	\$1,410,000	\$0	\$4,185,000	\$0	\$0	\$4,185,000	YES
								\$0			\$0	
								\$0			\$0	
								\$0			\$0	
								\$0			\$0	
								\$0			\$0	
								\$0			\$0	

\*Total Project Cost includes funding from all sources  
TOTAL MAINTENANCE, REPAIR & RENOVATION PROJECTS \$ 2,775,000 \$ 1,410,000 \$ - \$ 4,185,000

REMODELING, NEW CONSTRUCTION, REPLACEMENT & ACQUISITION PROJECTS

PRIORITY #	INITIAL REQUEST YEAR	PROJECT TYPE	PROJECT TITLE (include Site)	SITE No.	2026-27	2027-28	2028-29	THREE YEAR TOTAL	TOTAL PRIOR APPROP	LOCAL FUNDS	TOTAL PROJECT COST*	ON APPROVED SURVEY?
3	2010	Remodel	Remodel Building 11 Classrooms into STEM Labs - Site 1 Main	1	\$11,196,308	\$658,693	\$878,166	\$12,733,167	\$0	\$375,000	\$13,108,167	YES
2	2025	New Const	Construct New Gadsden Service Center Building No. 4	2	\$2,822,500	\$7,677,500	\$0	\$10,500,000	\$0	\$100,000	\$10,600,000	YES
								\$0			\$0	
								\$0			\$0	

\*Total Project Cost includes funding from all sources  
TOTAL REMODELING, NEW CONSTRUCTION, REPLACEMENT & ACQUISITION PROJECTS \$ 14,018,808 \$ 8,336,193 \$ 878,166 \$ 23,233,167

GRAND TOTAL OF ALL PROJECTS \$ 16,793,808 \$ 9,746,193 \$ 878,166 \$ 27,418,167

August 18, 2025

**MEMORANDUM**

**TO:** Jim Murdaugh, Ph.D.  
President

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

**SUBJECT:** FY 2025-2026 College Operating Budget Amendment #1

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**Item Description**

This item is presented for approval for an amended FY 2025-2026 College Operating Budget.

**Overview and Background**

At the June 16, 2025 meeting, the Board approved the College's FY 2025-26 Operating Budget which was based on the prior year budget, pending final approval of the State of Florida's FY 2025-26 Budget. This amendment represents the State's final approved budget and appropriation to the College. Pursuant to State Rule 6A-14.0716, the Board is authorized to make amendments to the College's Operating Budget as needed.

	<b>FY 25-26 Budget</b>	<b>Amendment #1</b>	<b>Amended FY 25-26 Budget</b>
Revised Revenue	77,710,453	1,906,932	79,617,385
Revised Expenditures	77,710,453	1,906,932	79,617,385
Estimated Fund Balance at June 30, 2026	7.15%		6.99%

**Funding/ Financial Implications**

This amendment will allow the College to accurately reflect the projected revenues and expense requirements as reflected in the attached DOE budget form (Exhibit A).

**Past Actions by the Board**

The original FY 2025-2026 Operating Budget was approved at the June 16, 2025 meeting.

**Recommended Action**

Approve Amendment #1 of the College's FY 2025-2026 Operating Budget.

EXHIBIT A  
THE FLORIDA COLLEGE SYSTEM  
COLLEGE OPERATING BUDGET  
ANNUAL BUDGET SUMMARY  
FISCAL YEAR 2025-26

COLLEGE:	Tallahassee State College	
		CURRENT FUNDS - UNRESTRICTED
BEGINNING FUND BALANCE - JULY 1, 2025:		
ESTIMATED AFR FUND BALANCE - JUNE 30, 2025 (IF DEBIT BALANCE USE "MINUS SIGN" )		\$5,983,649
ADD AMOUNT EXPECTED TO BE FINANCED IN FUTURE YEARS (USE PLUS SIGN )		\$0
TOTAL RESERVE AND UNENCUMBERED FUND BALANCE - JULY 1, 2025		\$5,983,649
ADD: REVENUES		\$79,617,385
TRANSFERS IN		\$0
TOTAL RECEIPTS		\$79,617,385
TOTAL ESTIMATED AVAILABLE		\$85,601,034
DEDUCT: EXPENDITURES		\$79,617,385
TRANSFERS OUT		\$0
TOTAL DISBURSEMENTS		\$79,617,385
ESTIMATED FUND BALANCE - JUNE 30, 2025:		
TOTAL AVAILABLE LESS DISBURSEMENTS	\$5,983,649	
ADD ACCRUED LEAVE EXPENSE (GLC 59300)	\$0	
TOTAL ESTIMATED RESERVE AND UNENCUMBERED FUND BALANCE - JUNE 30, 2026		\$5,983,649
LESS ESTIMATED AMOUNT EXPECTED TO BE FINANCED IN FUTURE YEARS (GLC 30800) - JUNE 30, 2026		\$0
TOTAL ESTIMATED FUND BALANCE - JUNE 30, 2026		\$5,983,649
ESTIMATED UNENCUMBERED FUND BALANCE - JUNE 30, 2026		\$5,983,649
(Includes GL's: 30200, 30300, 30400, 30500, 30600, 30700, 30900, and 31100)		
PERCENT OF ESTIMATED UNENCUMBERED FUND BALANCE AS OF JUNE 30, 2026, TO ESTIMATED FUNDS AVAILABLE		6.99%

CERTIFY BOARD OF TRUSTEES APPROVAL:	
COLLEGE PRESIDENT	DATE

August 18, 2025

**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:** Spot Survey 3.2

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**Item Description**

This item requests the District Board of Trustees approval of the Educational Plant Spot Survey 3.2.

**Overview and Background**

Pursuant to Section 1013.31 and 1013.35, Florida Statutes, and Section 3.1 State Requirements for Educational Facilities, Surveys shall be reviewed and approved by the board, and a file copy shall be submitted to the Department of Education. The attached Educational Plant Spot Survey 3.2 requests the following:

Site 2 Requested Changes: Approval to construct a new Building number 04, located under TSC's Gadsden Service Center, Site 2 Campus, 223 Pat Thomas Pkwy, Quincy, FL. 32351.

The purpose of the New building will: (a) support new classrooms and laboratories to increase the number of students obtaining GED credential; (b) expand the number of healthcare programs and participants culminating in successful completion of an industry certification; (c) expand the successful HVAC program to meet student demand and lastly, (d) to replicate a successful program for students with intellectual disabilities to obtain employment credentials. All programs will provide employment and economic mobility for residents of Gadsden County.

**Funding/ Financial Implications**

Funding for new construction is provided partially from PECO appropriation SF3531/HF1923 made by the Florida Legislature and local college funds.

**Past Actions by the Board**

None

**Recommended Action**

Approve the attached Educational Plant Spot Survey 3.2.

FLORIDA COLLEGES - SURVEY DETAILS

Current Survey: TALLAHASSEE STATE COLLEGE - 3-2

Survey 3, Version 2	Submission Date:	DOE Approval Date:
Status: Active Pending	Survey Creation Time: 05/02/25 10:43:01 AM	

Description: Construct New Gadsden Service Center Buil	Survey Open Date: 05/02/2025
Board Approval Date: 08/18/2025	Survey Expiration Date: 06/30/2029
DVE768 Approval Date: 05/31/2024	Extended Expiration Date: _/_/

Florida College Contact Information:

Name: JENNY SHULER	Phone: (###) ### - #### (850) 201-8015	Ext:
Email: Jenny.Shuler@tsc.fl.edu		

Survey Participants

	First Name	Last Name	Company
<a href="#">Delete</a>	Don	Herr	TSC

Add Participant: First Name: Last Name: Company (Optional):

SAVE DETAILS RESET DETAILS

Comments

Comment	User	Time
Construct New Gadsden Service Center Building No. 4	Jenny Shuler	08/04/2025 09:41

Comments:

**August 18, 2025**

**MEMORANDUM**

**TO:** Jim Murdaugh, Ph. D  
President

**FROM:** Jason Fowler, M. Ed  
Vice President for Information Technology

**SUBJECT:** Information Technology Plan for FY 2025-26

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**Item Description**

This item requests that the District Board of Trustees approve the Information Technology Plan for FY 2025-26.

**Overview and Background**

As requested by the District Board of Trustees, we present the Information Technology Plan for FY 2025-26 for your information and discussion. While it is unlikely that we will complete all the projects that are listed, this does present the major technology needs, initiatives, and directions for the College as of this time. Due to the inherent nature of technology, items may move on and off the list as needs and technologies change and evolve.

**Funding/ Financial Implications**

This is a yearly update on the information technology plans for the College for the upcoming fiscal year.

**Past Actions by the Board**

None.

**Recommended Action**

Approve the Information Technology Plan for FY 2025-26.



# Information Technology Plan for FY 2025-26

This Information Technology Plan outlines our approach for the upcoming fiscal year, structured around our core Strategic Priorities.

## **Strategic Priority: Access & Affordability**

Strengthen and expand access by increasing awareness of and enrollment in educational opportunities that are affordable and reflective of student, business, industry and community needs.

- Implement enterprise platforms to improve service management, student engagement, and communication, aiming for greater efficiency and automation.
- Implement communication technologies to provide automated, personalized information through integrated data sources.
- Implement technologies for the College's website, intranet, portals, and communication platforms to improve integration and user experience.

## **Strategic Priority: Student Success**

Promote a student-centered environment that focuses on student achievement, resilience, engagement, and educational excellence.

- Implement digital badging and microcredential tools to flexibly recognize skills and achievements.
- Modernize classroom technology to enhance teaching and learning.
- Evaluate, update, and/or replace technologies used for the College's Enterprise Resource Planning (ERP), Student Information System (SIS), and related systems, including Customer Relationship Management (CRM), curriculum management, catalog management, degree audit, financial aid, advising, and other systems as necessary.

## **Strategic Priority: Workforce**

Achieve regional, statewide, national, and international recognition as a premier college of choice for providing workforce training by delivering high quality programs and instruction that enables students to grow, succeed and stay globally competitive.

- Implement new technologies—including hardware, software, consulting, and training—to support innovative learning environments across the College and its school district.

## **Strategic Priority: Resources & Efficiency**

Strategically leverage, grow and utilize resources to maximize student success and institutional sustainability and effectiveness.

- Adopt advanced technologies—including chatbots, Artificial Intelligence (AI), Natural Language Processing (NLP), Large Language Models (LLM), and Integration Platform as a Service (iPaaS) – to streamline self-service and technology support, delivering prompt, effective assistance to students, staff, and the community.
- Implement data storage and reporting tools—including analytics technologies—to improve access to insights and support decision-making across the College.
- Implement door access systems, including locks, controllers, and management software, to improve security and integrate with existing infrastructure.
- Implement camera systems by adopting cloud, on-premise, or hybrid solutions that offer AI-driven features like automated threat detection, facial recognition, and intelligent alerts while ensuring systems provide easy access and rapid footage review to enhance campus safety and response.
- Update or adopt technologies related Enterprise Resource Planning (ERP), Student Information System (SIS), Customer Resource Management (CRM), and other systems to include curriculum, catalog, degree audit, financial aid, and advising.
- Acquire software technologies that offer robust features and flexible, modern integration capabilities that can be used in conjunction with other College-owned technologies to develop creative solutions to meet institutional needs.
- Upgrade and replace end-user devices—such as computers, laptops, and tablets—to ensure reliable performance and support evolving campus needs.
- Enhance network and data security by deploying centralized controls, including intrusion detection, access management, security information and event management (SIEM), and strong data security policies for on-premise and cloud environments.
- Strengthen endpoint protection and data security with advanced tools such as two-factor authentication, password login, enhanced identity management, Personally Identifiable Information (PII) scanning, anti-virus software, Mobile Device Management (MDM), and Data Loss Prevention (DLP) solutions to safeguard sensitive information and support Artificial Intelligence initiatives.
- Upgrade or replace network infrastructure—including wired/wireless equipment, servers, Uninterruptible Power Supplies (UPS), storage, and backup devices—to enhance reliability, redundancy, and support for virtualization and cloud technologies.
- Modernize campus police technologies, including databases, records management, dispatch, and evidence tracking systems, to ensure operational readiness and seamless integration with on-premise and cloud systems.

August 18, 2025

**M E M O R A N D U M**

**TO:** Jim Murdaugh, Ph.D.  
President

**FROM:** Lei Wang, Ed.D.  
Vice President for Institutional Effectiveness

**SUBJECT:** Transition of Institutional Accreditation from the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to the Higher Learning Commission (HLC).

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**Item Description**

Tallahassee State College has been accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) since 1967. In accordance with Florida Senate Bill 7044, enacted in 2022, public colleges and universities in Florida are required to seek accreditation from a different accrediting agency following a 10-year reaffirmation or a Fifth-Year Interim Review.

**Overview and Background**

Tallahassee State College received its most recent 10-year reaffirmation of accreditation from the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) in June 2025. Following a review of other accrediting agencies, the College has decided to transition from SACSCOC to the Higher Learning Commission (HLC).

**Funding/ Financial Implications**

There are no funding or financial implications associated with this transition.

**Past Actions by the Board**

No prior Board action has been taken on this item.

**Recommended Action**

Approve the transition of institutional accreditation from the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to the Higher Learning Commission (HLC).

August 18, 2025

**M E M O R A N D U M**

**TO:** Jim Murdaugh, Ph.D.  
President

**FROM:** Lei Wang, Ed.D.  
Vice President for Institutional Effectiveness

**SUBJECT:** The District Board of Trustees 2025 Board Self-Evaluation

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**Item Description**

The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), as the accrediting agency for Tallahassee State College, requires Boards to define and regularly evaluate their respective responsibilities and expectations. In accordance with SACSCOC requirements, the members of the District Board of Trustees have completed the 2025 Board Self-Evaluation Survey.

**Overview and Background**

The attached summary of the results of the 2025 Board Self-Evaluation reflects input from members of the District Board of Trustees. The summary is presented for Board consideration and discussion, with goals of:

- Identifying areas for improvement;
- Achieving a better understanding of what members expect from themselves and each other to perform as an effective Board;
- Identifying strategies to enhance Board performance; and
- Gaining awareness of noteworthy strengths and characteristics.

**Funding/ Financial Implications**

There are no funding/financial implications.

**Past Actions by the Board**

This is the fourth year the Board has completed a self-evaluation.

**Recommended Action**

Recommend that the District Board of Trustees of Tallahassee State College acknowledge and accept the results of the 2025 Board Self-Evaluation as presented.

**2025 Board Self-Evaluation**  
**The District Board of Trustees of Tallahassee State College**

<b>5 = Excellent</b> <b>4 = Above Average</b> <b>3 = Average</b> <b>2 = Below Average</b> <b>1 = Unsatisfactory</b>		<b>DBOT AVERAGE</b> <b>RATING</b>  <b>(TOTAL DBOT</b> <b>POINTS)</b>
The Board ensures the College provides accurate and timely information in order to perform Board responsibilities and make decisions.	5.00	
	(20)	
The Board ensures that the College allocates institutional financial resources for programs and services in a legal and competitive manner.	5.00	
	(20)	
The Board supports TSC's programs and activities by attending College events.	4.75	
	(19)	
The Board focuses on policy issues, not on administrative matters.	5.00	
	(20)	
The Board ensures the financial resources of the College are being used to provide sound educational programs by reviewing monthly fund analysis reports and approving the annual operating budget.	5.00	
	(20)	
The Board is regularly informed of changes in state policies and statutes, and recommended responses and actions of the state college system.	5.00	
	(20)	
The Board regularly reviews TSC's mission and strategic plan.	5.00	
	(20)	
The Board has a comprehensive understanding of the needs of the College's service district.	4.75	
	(19)	
The Board informs the President of community contacts, involvement and issues.	4.50	
	(18)	

The Board is knowledgeable about TSC's educational programs and services.	4.75
	(19)
The Board stays current on social, economic, and educational trends that affect the College.	4.75
	(19)
The Board helps inform the community of the College's needs.	4.50
	(18)

<b>In terms of both structure and focus, what are the strengths of the Board?</b>
Our Board has Trustees with various years of service which is most helpful for the Senior members to shepherd the newer members as they grow their knowledge of the college and its operations. All Trustees also have their individual personal and professional networks which assists with a variety of knowledge and experiences that may be applied to discussions in our Board meetings.
Understanding the policy issues and working together as one board.
To oversee the policies of the college along with supporting the administration and faculty in providing services for the students so they can meet their academic, workforce readiness, and athletic goals.
The focus on priorities and commitment to board members to the college.

<b>In what areas is the Board most in need of assistance, support, or training to better perform its responsibilities?</b>
At this point I don't know of any issues or needs that any of our Trustees have demonstrated or requested.
I feel the board is informed of its needs and responsibilities very well by the President and his team.
Our administration team does an amazing job of preparing us with documents and sending information via email on campus events.
I think the board has all the assistance and resources that it needs to be successful.