

November 17, 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: Policy Manual Changes

Item Description

This item requests Board approval of Policy Manual changes in chapters 0000 – Governance, 1000 – Executive-Administrative-Managerial Professional, 3000 – Noninstructional, 4000 – Program, 5000 – Students, 6000 – Finances, 7000 – Property, and 8000 – Operations.

Overview and Background

The College brings forth a request to modify the College's Policy Manual: revisions of policies within chapters 0000 – Governance, 1000 – Executive-Administrative-Managerial Professional, 3000 – Noninstructional, 4000 – Program, 5000 – Students, 6000 – Finances, 7000 – Property, and 8000 – Operations.

Highlights of these changes include:

0131 - Policymaking - Includes information regarding policymaking notices.
0141 - Board Conflict of Interest - Includes additional standards of ethical conduct outlined in statute.
0164 - Notices of Meetings, Hearings, and Workshops – New policy that outlines notice requirements for meetings, hearings, and workshops of the DBOT.
0169.1 - Public Participation at Board Meetings - Renumbered from 0165 - Clarifies requirements for public input at DBOT meetings.
1115/3115 - Employee Recruitment and Selection - Revises Equity Statement for compliance with DOE.
1121/3121 - Background Screenings - Clarifies the College is a registered employer with the Care Provider Background Screening Clearinghouse.
1200/3200 - Employee Standards of Conduct - Includes additional standards of conduct outlined in Florida Statutes.
1320/3320/5320 - Title IX Sexual Harassment - Includes revised definition of fondling.

1425/3425 - Employee Attendance and Leave - Both policies clarify sick leave transfer for Grant funded positions. Policy 3425 also outlines compensatory time payout.
1430.02/3420.02 - Lactation/Nursing Mothers - Rescinded and moved to 8280.
4140 - Transfer of Academic Credit - Clarifying credit/clock hours for military experience equivalency.
5330 - Hazing - Clarifies requirements of the Stop Campus Hazing Act.
6110 - Sponsored Programs - Clarifies prohibited agreements and partnerships with foreign countries and principals of concern.
6152 - Student Activity and Service Fees - Clarifies the requirement for the money-back guarantee program.
7510 - Use of College Facilities - Clarifies priority use of College properties, facilities, and equipment.
8110 - Florida's Right to Know Law - Policy name change and clarification regarding asbestos.
8280 - Lactation/Nursing Mothers - Policy moved to Operations Chapter/Clarifies procedures for nursing mothers.
8420 - EA/EO, Discrimination, Sexual Misconduct, and Unlawful Harassment - Revises Equity Statement for compliance with DOE.
8460 - Identity Theft Prevention Program - Rescind due to non-creditor status.

The policies may be reviewed at:

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

Funding/ Financial Implications

N/A

Past Actions by the Board

The Board approved previous revisions to the College's Policy Manual in April 2025.

Recommended Action

Approve revision of College policies as presented.