

April 20, 2026

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, April 20, 2026 Board Meeting.

The meeting will be held at our Wakulla Environmental Institute, 170 Preservation Way, Crawfordville, FL. 32327, 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 32304
Monday, April 20, 2026
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. 2026 March Board Minutes
Approve minutes as presented.

INFORMATION AND NEWS ITEMS

PRESENTATIONS

Approval of Consent Agenda

The consent agenda format is an organization process for meetings that allows the governing board to focus their time and attention on action items that require more elaboration, information, and/or discussion. The intent of the consent agenda is to support the efficiency and effectiveness of the meeting.

If a trustee has a question or plans to cast a negative vote regarding a specific recommendation, then the trustee/trustees need to acknowledge their intention to the Chair. This action item will be considered in the regular order of business as an individual action item.

Those action items that the trustees plan to approve without further question or discussion will remain on the consent agenda. Upon the final determination of the consent agenda, a motion, second to the motion, and unanimous approval of the Board of Trustees is needed to approve the action items. Upon approval of the consent agenda, the Board of Trustees will proceed with the remainder of the agenda.

- [2.](#) Attorney Invoices – Bryant Miller Olive (March 2026)
Authorize payment of invoices as presented.
- [3.](#) Human Resource Report

TSC Foundation

- [4.](#) TSC Foundation Update
Presented as an information item only.

Academic Affairs

- [5.](#) Academic Curriculum Changes
Approve the proposed academic curriculum changes.
- [6.](#) Regional Career Pathway Agreements 2025-2026
Approve the 2025-2026 Career Pathway Agreements.

Administrative Services

- [7.](#) Fund Analysis - March
Presented as an information item only.

8. Renewal of Professional Services Contract - Legal Services
Approval of the renewal of the professional services agreement with Longfellow, Landy & Revell for one (1) year for the period of July 1, 2026 until June 30, 2027.
9. Construction Status Report
Presented as an information item only.
10. Architect Invoices
Authorize payment of architectural invoice(s) as presented.
11. Sponsored Programs – Provider
Authorize funding for the awards and contracts as presented.

PUBLIC COMMENT

WORKSHOP-Vice President Shelly Bell.

PRESIDENT’S REPORT

NEXT MEETING DATE

May 18, 2026

Location: **Ghazvini Center for Healthcare Education**

ADJOURNMENT

Minutes
District Board of Trustees
Tallahassee State College
Center for Innovation
350 South Duval St.
Tallahassee, FL 32301
Monday, March 23, 2026
Business Meeting & Workshop – 2:30 PM

CALL TO ORDER

On Monday, March 23, Chair Eugene Lamb called the Tallahassee State College District Board of Trustees meeting to order at 2:30 p.m.

Chair Lamb asked everyone to stand for a moment of silence in honor of the memory of Dr. Kelvin Marcelli, followed by the Pledge of Allegiance. Kelvin passed on March 16. He had been a member of the Counseling Services team since 2023.

Members Present: Chair Eugene Lamb, Vice Chair Christian Caban, Trustees Sara Bayliss, Monesia Brown, Karen Moore, and Monte Stevens.

By Phone: Trustee Jonathan Rees.

Others Present: President Jim Murdaugh, Christen Givens, Hope Childree, Ashley Johnson, Lamont Cook, Mark Fletcher, Martha Fletcher, Jennifer Peavey, Sheri Rowland, Donmetrie Clark, Cerissa Fondo, Nick Vick, Jackson Hopkins, Grace Hartman, Mya Richardson, Jon Schultz, Angela Long, Heather Mitchell, Amanda Clements, Sean McGovern, Kalynda Holton, Dustin Frost, Sara Bayliss, Lillyana Humphreys, Olivia Shull, Ava Alarco, Samuel Kings, Carlesia Collins, Kirk Pepper, Solei Sutton, Janet Hartman, Keith Richard, Wayne Almy, Bertie Culbreath, Camden Smit, Bobby Jones, Shelly L. Bell, Calandra Stringer, Nyla Davis, Barbara Wills, and Riley Landy.

TRUSTEE COMMENTS

I. Chair Remarks:

Chair Lamb called for a motion to allow Trustee Rees to participate in the meeting and vote by phone.

Motion: Vice Chair Caban **Second:** Trustee Moore
The motion passed unanimously.

II. Trustee Remarks:

- a. Trustee Brown shared that she attended the Women's History Month ceremony and will attend StuFac.
- b. Trustee Moore commended Vice President Mitchell and the team for the success of Cleaver & Cork. She congratulated Janet Hartman, Executive Director of the Florida Public Safety Institute, for hosting the College's site visit from *Florida Trend* magazine. She shared that the team at *Florida Trend* enjoyed their visit and to expect an article in the magazine soon.
- c. Vice Chair Caban thanked VP Mitchell and team for the success of Cleaver & Cork, and noted the strong community support.
- d. Trustee Bayliss shared that she brought a group of seniors from St. John Paul II Catholic High School to TSC Preview Day. She commended the team that organized it and shared that she had several students commit to TSC after the event.
- e. Trustee Stevens highlighted the achievements of TSC's men's and women's basketball teams and mentioned that Corey Hendren, the men's head basketball coach, was named the 2025-26 Panhandle Conference Coach of the Year. He expressed disappointment that the TSC men were not invited to the state and national tournaments.
- f. Trustee Rees shared that he had completed the confirmation process and is looking forward to attending the next board meeting in person.

A discussion took place about the Florida College System Activities Association's decision not to invite the men's basketball team to the state or national tournaments. Vice President Sheri Rowland provided additional details about the decision in response to trustee questions.

Vice Chair Caban made a motion to have VP Rowland and Chuck Moore, Athletic Director, present information on the FCSAA decision at the next Board meeting. The motion was amended to include staff drafting a resolution from the Board honoring the team.

Motion: Vice Chair Caban **Second:** Trustee Stevens
Motion passed unanimously.

Trustee Brown suggested inviting the men's and women's basketball teams to the upcoming board meeting.

III. President's Remarks:

President Murdaugh thanked Trustee Moore for starting the conversation with *Florida Trend* magazine that led to the site visit that focused on the Florida Public Safety Institute. He noted the publication's interest in the Gadsden Re-Entry Center, located on the FPSI campus, which is the only jail-based training facility of its kind at a college in the nation and provides corrections program students with hands-on experience in a real-world Florida Department of Corrections setting. He also thanked Janet Hartman for coordinating the visit.

President Murdaugh recognized Vice President Shelly Bell for her team's work in providing workforce programs that help incarcerated individuals re-enter society by providing them with education leading to credentials and certifications.

He shared details about the recent ribbon-cutting for the Innovation Hub, where Lieutenant Governor Collins, who was on campus to host a Cybersecurity Advisory Committee meeting, took part in the ceremony.

President Murdaugh then invited faculty member and coach of the Forensics team, John Schultz, to give an overview of the team's season. Team members introduced themselves. The team is hosting the Phi Rho Pi National Speech and Debate Tournament in April in Bethesda, MD. The team is also in contention for the Perpetual Team Sweepstakes Award, also known as the Mariner Award. They will enter the tournament as the number one seed.

APPROVAL OF MINUTES

1. 2026 February Minutes

Approve Minutes as presented.

MOTION: Trustee Stevens

Motion passed unanimously.

SECOND: Vice Chair Caban

INFORMATION AND NEWS ITEMS

Amanda Clements, Vice President for Communications, shared an overview of recent media coverage for the College.

Highlights included:

- Florida Politics mention of the College's recertification as an Achieving the Dream Leader College of Distinction.
- The Innovation Hub story picked up by all local news outlets.
- Cleaver & Cork coverage in Garden and Gun, Flamingo magazine, Tallahassee Magazine, and on local broadcast channels.
- Six influencers attended the Cleaver & Cork Food & Wine Weekend.
- Broadcast clips featured the ribbon-cutting of the Innovation Hub, TSC Women's Basketball in the State Playoffs, Cleaver & Cork Food and Wine Festival, and the groundbreaking of the Eugene Lamb Jr. Community Center.

UNFINISHED BUSINESS

None.

Vice President Mitchell invited Kirk Pepper and Carlesia Collins of GrayRobinson to provide a legislative update. Mr. Pepper reported that the Legislature adjourned on the traditional 60th day without reaching agreement on the state budget. He noted that lawmakers are expected to reconvene in April and June.

He shared his belief that TSC is in a strong position to secure significant funding to complete the Gadsden and Dental Building projects.

VP Mitchell added that the Senate budget includes \$7.2 million for these projects, compared to the \$10 million request, while the House budget includes \$4 million. She also confirmed that trustees Bayliss, Brown, Caban, Moore, and Rees have been confirmed by the Senate.

PRESENTATIONS - VP Heather Mitchell introduced the following donors:

Lamont Cook, President and Owner of Cook Brothers Inc., was recognized for a \$10,000 sponsorship of Cleaver & Cork.

Ashley Johnson, Florida Restaurant and Lodging Association, was recognized for a \$10,000 sponsorship of Cleaver & Cork Sous.

Karen and Richard Moore of The Moore Agency were recognized for a \$10,000 sponsorship of Cleaver & Cork.

Martha and Marc Fletcher were recognized for a \$25,000 gift for the creation of an endowed scholarship.

Approval of Consent Agenda

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2. Attorney Invoices – Bryant Miller Olive (February 2026)

Authorize payment of invoices as presented.

3. Human Resource Report

Approve the report as presented.

MOTION: Vice Chair Caban **SECOND:** Trustee Stevens
Motion passed unanimously.

TSC Foundation

4. TSC Foundation Update

Presented as an information item only.

5. TSC Foundation – Gift Acceptance

Accept gift as presented.

MOTION: Trustee Stevens **SECOND:** Vice Chair Caban
Motion passed unanimously.

Administrative Services

6. Policy Manual Changes

Approve revision of College policies as presented.

MOTION: Trustee Stevens **SECOND:** Trustee Moore
Motion passed unanimously.

7. Fund Analysis - February

Presented as an information item only.

8. Authorization of Designated Officers to Execute Banking Documents

Authorize the Vice President for Administrative Services and the Associate Vice President for Administrative Services to act as signers on the Centennial Bank account.

MOTION: Trustee Brown **SECOND:** Trustee Stevens
Motion passed unanimously.

9. Sponsored Programs – Provider

Authorize funding for the awards and contracts as presented.

MOTION: Trustee Moore **SECOND:** Trustee Stevens
Motion passed unanimously.

10. Construction Status Report

Presented as an information item only.

Trustee Moore inquired about the details of the Truck Driving Program Expansion agreement. Vice Presidents Wills and Bell explained that the Department of Transportation's requirements included repaving the site for truck driving, increasing the number of cohorts and vehicles, obtaining the necessary permit, and submitting the application.

11. Architect Invoices

Authorize payment of architectural invoice(s) as presented.

MOTION: Trustee Stevens **SECOND:** Trustee Moore
Motion passed unanimously.

PUBLIC COMMENT-None.

WORKSHOP – Florida Census Undercount Study presented by Dr. Keith Richard, Vice President of Research, Florida Chamber Foundation.

PRESIDENT'S REPORT

- March 25: StuFac, 11 a.m. -1 p.m. on the Intramural Field. Calendar invitations have been sent to trustees.
- April 6: SGA Passing of the Gavel, 1 p.m. in the Student Union Ballroom.
- April 7-12: Forensics Team hosts and competes in Phi Rho Pi National Tournament in Bethesda, MD.
- April 10: Ignite Day, 1 p.m., in the Student Union Ballroom.
- April 11: Tallahassee History Festival, 10 a.m. to 2 p.m. on the Intramural Field.
- April 24-26: Word of South; TSC is the presenting sponsor.
- April 30: 2026 Spring Commencement at the Donald L. Tucker Center. 5:15 pm arrival time; ceremony begins at 6 p.m. A calendar invitation was sent to trustees.
- June 16-17: AI Innovations Summit; Registration opens April 1.

NEXT MEETING DATE

April 20, 2026

Location: **Wakulla Environmental Institute.**

ADJOURNMENT at 3:59 p.m.

Eugene Lamb
Chair

Jim Murdaugh, Ph.D.
President

April 20, 2026

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 (March 2026)

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 \$5,412.50 for March 2026.

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: April 2, 2026
Invoice No. 87899
Client No. 25480.002

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

Statement of Legal Services

	Hours
03/04/2026 DMH Review and reply to email from arbitrator	0.10
03/05/2026 BRR Draft email to client (C. Stringer, N. Davis) regarding arbitration	0.10
03/05/2026 DMH Review and reply to arbitrator	0.10
03/05/2026 DMH Review email from UFF	0.10
03/05/2026 DMH Review Notice from arbitrator	0.10
03/25/2026 BRR Review and respond to email from UFF	0.10
03/25/2026 BRR Prepare exhibits for Arbitrator	0.40
03/25/2026 BRR Draft email to J. Baroody, M. Balinsky	0.10
03/25/2026 BRR Review email from Arbitator Charles	0.10
03/25/2026 DMH Review and reply to email from arbitrator	0.10
03/25/2026 DMH Review exhibits for arbitration	2.10
03/25/2026 DMH Draft emails and review replies to/from UFF	0.20
03/26/2026 BRR Prepare exhibits to be used at prep meeting with client	0.60
03/26/2026 DMH Prepare exhibits for arbitration	0.30
03/27/2026 BRR Prepare exhibits for UFF	0.20
03/27/2026 BRR Draft email to UFF, review response	0.10
03/27/2026 BRR Prepare exhibits for arbitration	0.10
03/27/2026 DMH Review information from client	1.10
03/27/2026 DMH Prepare for and attend Zoom meeting to prepare for arbitration	2.00
03/27/2026 DMH Review and revise exhibits	0.40
03/28/2026 DMH Prepare for arbitration	0.70

Tallahassee State College

Invoice Date: April 02, 2026
Invoice No. 87899
Client No. 25480.002

03/30/2026	BRR	Review and respond to email from J. Baroody regarding exhibits	0.10	
03/30/2026	BRR	Prepare and send Employer's Appearance Form	0.10	
03/30/2026	BRR	Finalize exhibits	1.80	
03/30/2026	BRR	Draft email to Arbitrator J. Charles and review response regarding exhibits	0.10	
03/30/2026	BRR	Prepare Union's exhibits for attorney's use at hearing	0.20	
03/30/2026	DMH	Prepare for arbitration	1.90	
03/30/2026	DMH	Review appearance sheet from Union	0.10	
03/31/2026	BRR	Prepare exhibits	1.40	
03/31/2026	DMH	Prepare for arbitration	5.60	
03/31/2026	DMH	Attend zoom preps for arbitration with witness (x2)	2.90	
		Current Services	23.30	\$5,412.50

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Denise M. Heekin	17.80	\$250.00	\$4,450.00
Beatriz R. Ramirez	5.50	\$175.00	\$962.50

Payments

03/30/2026	Payment	ACH rec'd Invoice 87692	960.00
			<u>960.00</u>

Total Current Work	<u>\$5,412.50</u>
Previous Balance Due	\$0.00
Balance Due	<u>\$5,412.50</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

April 20, 2026

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

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

SUBJECT: Human Resource Report

Item Description

This item 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
Jenni Morris	Director of Communications	Communications and Marketing	April 1, 2026

Original Appointments - Classified Staff

Name	Position	Department	Effective Date
Martin Rodriguez	Maintenance Support Worker	Facilities	March 3, 2026
Starr Draper	Registration Specialist	Student Affairs	March 6, 2026
Katie Hassell	Enrollment Communications Representative	Student Affairs	March 23, 2026
Caleb Bennet	Maintenance Technician I	Facilities	March 23, 2026
Isabella Mateo	Enrollment Communications Representative	Student Affairs	April 1, 2026

Original Appointments - Faculty

Name	Position	Department	Effective Date
Amber Nowell	Veterinary Assisting Instructor	Workforce Development - Business and Industry Service	March 23, 2026
Sara Adkison	NCLEX Academic Success Coach	Healthcare Professions	March 23, 2026
Sawyer House	Research Analyst	Institutional Research and Planning	April 1, 2026

Original Appointments - Contracts & Grants

Name	Position	Department	Effective Date
Beatrice Haynes	Compass Coordinator	DOC - 100 Hour Skills Education	March 4, 2026
Judy Welch	Compass Coordinator	DOC - 100 Hour Skills Education	March 23, 2026
Jason Reudgen	Career Development Specialist	DOC - 100 Hour Mayo CI	March 23, 2026
Blane Battles	Technical Educator Instructor	DOC Vocational Training	March 23, 2026
Minnie Jenkins	Career Development Specialist	DOC - 100 Hour Hamilton C.I.	April 1, 2026
Bradley Hardesty	Mathematics Regional Coach	DOE Regional Mathematics	April 1, 2026
Shantel Brown	Career Development Specialist	DOC - 100 Hour SFRC	April 1, 2026

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
Harry Strawter	Custodial Services Supervisor	Facilities	April 1, 2026	March 31, 2034

Separations

Name	Position	Department	Effective Date	Separation Type
Angelina Kuleshova	Director of Institutional Research and Planning	Institutional Effectiveness	March 3, 2026	Resigned
Ananya Thumballi Ganapathi	Instructional Designer	TSC Online	March 6, 2026	Resigned
Ashlee Copeland	Career Development Specialist	DOC - 100 Hour Quincy	March 6, 2026	Resigned
Chloe Schwipper	Video/Multimedia Producer	Communications and Marketing	March 6, 2026	Resigned

Frank Cacioppo	Career Development Specialist	DOC - 100 Hour Okaloosa	March 6, 2026	Resigned
Margaret Bowman	Director of Transfer Services	Transfer Services	March 6, 2026	Resigned
Kelvin Marcelli	Mental Health Advisor	Counseling Center	March 16, 2026	Deceased
Wenyi Li	Psychometrician	DOE - Test Development Center	March 17, 2026	Resigned
Chanel Mercado	Career Development Specialist	DOC - 100 Hour CFRC	March 19, 2026	Dismissed
Constance Bernard	TCA Learning Lab Specialist	TSC Collegiate Academy	March 23, 2026	Dismissed
Cassandra Yao	Graphic Designer	Communications and Marketing	March 26, 2026	Resigned
Devoria Bryant	Senior Custodial Service Specialist	Facilities	March 31, 2026	Retired
Amy Pike	Payroll Manager	Human Resources	March 31, 2026	Resigned

Outside Employment Requests (All Employees)

Name	Position	Department	Employer	Position
Esra Ozdemir	Assessment Specialist	Sponsored Programs - DOE	Florida State University	Professor
Donya Samara	English Faculty	Communications and Humanities	Florida State University	OPS Teaching Faculty
Taj Bhuiyan	Network Technician	Information Technology	ABC Fine Wine and Sprits	Team Member

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
Rachel Johnson	Administrative Assistant	Student Affairs	March 23, 2026	Administrative Assistant
Joy McGriff	Human Resource Grant Partner	Human Resources	March 23, 2026	Senior Benefits and Leave Specialist
Kareem Greene	HVAC Building Automation Specialist	Facilities	April 1, 2026	Maintenance Technician II

April 20, 2026

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Heather Mitchell
Vice President for Institutional Advancement and Executive Director of the TSC
Foundation

SUBJECT: TSC Foundation Update

Item Description

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

Overview and Background

Attached is a report of funds raised by the TSC Foundation to date for the current fiscal year. The report includes a summary of total funds received, giving summary by designated area, number of donors, and number of gifts.

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

- May 13 – Heroes in Public Safety Awards Banquet, 6 – 9 pm, FSU Dunlap Champions Club, 3rd Floor Grand Ballroom

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 - March 31, 2026

		YTD 23/24	YTD 24/25	YTD 25/26
TSC Foundation	Total Received	\$2,284,373	\$4,665,271	\$2,539,355
	Facility Support	\$135,247	\$115,502	\$205,203
	Program Support	\$661,899	\$1,514,672	\$1,113,466
	Scholarship Support	\$667,496	\$1,493,334	\$654,157
	Unrestricted Support	\$210,372	\$312,102	\$235,117
	Net Assets	\$23,871,147	\$26,431,224	\$30,922,671

		YTD 23/24	YTD 24/25	YTD 25/26
TSC Foundation	Number of Donors	1061	762	754
	Number of Gifts	3962	3948	4437

		YTD 23/24	YTD 24/25	YTD 25/26
TSC Foundation	Total Received for Alumni	\$191,730	\$146,658	\$154,581
	Number of Donors	129	109	95
	Number of Gifts	804	765	811

		YTD 23/24	YTD 24/25	YTD 25/26
\$	Cash	\$1,661,109	\$3,435,609	\$2,118,559
	Gifts in Kind	\$13,905	\$0	\$89,383
	Total Raised - Pledges Received	\$609,359	\$229,662	\$331,413
	Planned Gifts Confirmed	0	1	1
	Planned Gift Amount	\$0	\$1,000,000	\$0
	Grants Applied For			68
	Grants Received			\$20,950,713
	Pledges Expected by March 31, 2026			\$263,876

The Foundation's Fiscal Year is April - March

April 20, 2026

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

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

SUBJECT: Academic Curriculum Changes

Item Description

This item presents program revisions, new courses, course revisions and course deletions.

Overview and Background

The Academic Planning Committee members review and make recommendations for Board approval for new and revised curricula.

The College is proposing to add a new course, Introduction to Healthcare: Pre-Nursing to help students become better prepared for nursing prior to admission to the nursing program. The course will provide students with study skills and test-taking strategies that are specially designed for nursing success. In addition, the course will also prepare students to compute dosage calculations and expose them to medical terminology to ensure readiness before admission to the nursing program.

The College is also proposing changes to several of the A.S. degree programs to add artificial intelligence and modernize the curriculum to enhance student employability. Experience with emerging technology is an increasing demand in the job market. The addition of artificial intelligence coursework and the modernization of programs will prepare students for jobs of the future, as recommended by our local advisory boards.

Funding/ Financial Implications

None

Past Actions by the Board

The Board approved curricula revisions annually.

Recommended Action

Approve the proposed academic curriculum changes.

PROGRAM CHANGES

Emergency Administration and Management, A.S. (60 credit hours) (effective Fall 2026)

This program change will allow students to be prepared for emerging technology as recommended by the advisory board.

Delete program course:

PHI2600 Ethics (3)

Add program course:

PHI2680 Artificial Intelligence and Ethics (3)

Computer Information Technology, A.S. (60 credit hours) (effective Fall 2026)

The proposed changes modernize the curriculum to align with current industry certifications and emerging technology demands, particularly in cybersecurity and ethical hacking as recommended by the advisory board.

Delete program courses:

CGS1060 Computer and Internet Literacy (3)

COP1704C Introduction to Database (3)

CTS1170 Cybersecurity Fundamentals (3)

CTS1111C Linux+ (4)

CTS1130 A+ Comprehensive (4)

CIS2222 Pentest+ (4)

Add program courses:

CGS1000 Introduction to Computer Technology (3)

CAI1001C Artificial Intelligence (AI) Thinking (3)

CGS2540 Database Concepts (3)

CNT2401 Introduction to Network Security (3)

CTS2351 Introduction to Linux (3)

CTS1131 PC Maintenance (3)

CIS2352 Certified Ethical Hacker (3)

Data Science Technology (60 credit hours) (effective Fall 2026)

This program change will allow students to be prepared for emerging technology as recommended by the advisory board.

Delete program course:

PHI2600 Ethics (3)

Add program course:

PHI2680 Artificial Intelligence and Ethics (3)

Medical Office Administration, A.S. (60 credit hours) (effective Fall 2026)

This program change will allow students to be prepared for emerging technology as recommended by the advisory board.

Delete program course:

OST2853C Spreadsheet Management (3)

Add program course:

GEB1432 Applied Artificial Intelligence in Business (3)

Supply Chain Management, A.S. (60 credit hours) (effective Fall 2026)

The proposed change modernizes the curriculum to align with current industry certifications as recommended by the advisory board.

Delete program course:

COP2700 Introduction to Database (3)

Add program course:

COP1704C Introduction to Database and MySQL (3)

NEW COURSES

Course ID	Course Name	Rationale for New Course	Proposed Lab Fee
HSC1001	Intro to Healthcare – Pre-Nursing	This course is to prepare students in medical terminology, dosage calculation, study skills, etc. prior to enrolling in the nursing program	\$0
EDF1030	Introduction to Classroom Management	This course is being added as an elective to exposure potential education majors to classroom management.	\$0

COURSE REVISIONS

Course ID	Course Name	Type of Change	Current	Proposed	Rationale for Change
CAP2951	Game Development Project I	Prerequisite	Prerequisite: DIG1430	Prerequisite: DIG1430, DIG1710, and COP2220 Corequisite: DIG1712	Adds a prerequisite to better prepare students to be successful in the course.
CAP1788	Introduction to Data Analytics	Prerequisite	Prerequisite: None	Prerequisite: COP1047C	Adds a prerequisite to better prepare students to be successful in the course.
CAP2704	SQL for Data Analytics	Prerequisite	Prerequisite: None	Prerequisite: CGS2540	Adds a prerequisite to better prepare students to be successful in the course.
STS2323	Surgical Procedures I	Credit hours	Credit hours: 3	Credit hours: 4	Additional time is being added to cover additional content.
HSC2520	Microbiology for Perioperative Services	Credit hours	Credit hours: 3	Credit hours: 2	Reducing time due to excessive content being removed and place in another course.

COURSE DELETIONS

Course ID	Course Name	Rationale for Course Deletion
OST2853C	Spreadsheet Management	The information in OST2853C is the same as that of the course we currently offer, CGS2517.
COP2700	Introduction to Database	The information in COP2700 is the same as that of the course we currently offer, COP1704C.

April 20, 2026

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: Regional Career Pathway Agreements 2025-2026

Item Description

This item requests board approval for the 2025-2026 Regional Career Pathway Agreements between the College and Leon, Gadsden, and Wakulla County School Districts, Florida State University School, and Lively and Gadsden Technical Colleges.

Overview and Background

To offer career opportunities for secondary school students in Career Pathway programs, Tallahassee State College is proposing to continue partnerships with Leon, Gadsden, Wakulla County School Districts and Florida State University School. TSC will provide career pathways in areas such as the following: Building Construction Management, Computer Programming and Analysis, Computer Programming Specialist, Computer Programming and Web Development, Criminal Justice, Early Childhood Education, Emergency Medical Services, Engineering Technology, Game Development and Design, Graphic Design and Web Technology, and Nursing.

Funding/ Financial Implications

None

Past Actions by the Board

The Board has approved these agreements annually.

Recommended Action

Approve the 2025-2026 Career Pathway Agreements.

Career and Technical Education

Tallahassee State College & Gadsden County Schools

Career Pathways Articulation Agreement 2025 - 2026

Articulation is a method of granting college-level course credit for learning skills that are accomplished as part of secondary school instruction. The secondary school and Tallahassee State College (TSC) will maintain the integrity of its separate programs and enter into this agreement as cooperating educational institutions.

TSC will work with the high school to establish Career Pathways to serve Career and Technical Education (CTE) students. Agreements will be developed during the year, and this agreement will be amended as agreements are completed.

Student Qualifications

Students must meet all TSC admission requirements and present evidence of the following:

1. Successful completion of the articulated secondary technical program of study with a grade of 2.5 (on a 4.00 scale) or better.
2. Graduation from secondary school no more than 18 months prior to enrollment at Tallahassee State College.
 - a. Students may be subject to taking the College's placement test.
3. Enrollment in an A.S. or certificate program appropriate to the credit to be awarded for the specified exemption exam or industry certification. Completing 9 credit hours in the A.S. or certificate program is required for the career pathway credit to be applied to the college transcript.

Procedure

1. The secondary school instructor provides evidence of completion to the district Career and Technical Education contact, who forwards the information to the Office of Academic Affairs contact.
2. The Office of Academic Affairs contact will issue a letter to students who have successfully completed the secondary Career Pathway program as reported by the district Career and Technical Education contact informing students of the Career Pathway articulation agreement opportunities.

Conditions of Agreement

1. Gadsden County Schools faculty and TSC faculty will review course textbooks, syllabi, and other institutional materials as needed to develop articulated programs of study.
2. Gadsden County Schools and TSC will review the list of articulated programs of study annually. Changes will be made as necessary based on changes in program offerings and outcomes.
3. Gadsden County Schools and TSC will cooperate in publicizing this program to secondary school students to ensure they are aware of these opportunities.
4. TSC will not charge tuition for courses for which a student receives articulated credit.

This agreement may be terminated at any time by Gadsden County Schools or Tallahassee State College by providing thirty (30) days' notice. In the event of termination, both schools agree that students currently in secondary courses and working toward fulfilling the competencies or in their first semester at TSC will be allowed to complete the articulated credit.

This agreement will remain in effect and be reviewed annually by the articulation committee and incorporated into the dual enrollment articulation agreement. The articulation committee will include the Associate Vice President for Academic Affairs, Associate Dean for Faculty Initiatives, Dean of Applied Sciences and Technology (AST), Dean of Healthcare Professions (HCP) for Tallahassee State College, and representatives for Gadsden County Schools.

GADSDEN COUNTY HIGH SCHOOL CAREER PATHWAYS

High School CTE Pathway Program of Study: Applied Information Technology (9003400)
Tallahassee State College Program: Computer Programming and Web Development, A.S.
 Computer Programming Specialist Certificate
 Computer Programming and Analysis Certificate

High School Course Number and Title	Industry Certification & TSC Assessment	Equivalent TSC Course	Credits to be Awarded
8207310 Digital Information Technology	Completion of the high school program	CGS 1060 Computer and Information Literacy	3
9003410 Computer Fundamentals			
9003420 Web Technologies			
9003430 IT Systems & Applications			
9003440 Database Essentials			
9003450 Programming Essentials		CGS 1820 Web Page Authoring	3
9003460 Web Development Technologies			
9003470 Multimedia Technologies			
9003480 Computer Networking Fundamentals			
9003490* Cybersecurity Fundamentals			
Validation Mechanism			
High School transcript noting: <ul style="list-style-type: none"> Completion of high school CTE courses 			

High School CTE Pathway Program of Study:

Digital Design (8209600)

Tallahassee State College Program:

Graphic Design and Web Technology, A.S.

High School Course Number and Title	Industry Certification & TSC Assessment	Equivalent TSC Course	Credits to be Awarded
8207310 Introduction to Information Technology	Completion of the high school program	CGS 1060 Computer and Internet Literacy	3
8209510 Digital Design 1			
8209520 Digital Design 2	And	PGY2801C Photoshop	3
8209530 Digital Design 3	CIW Master Designer PROSO004		
8209540 Digital Design 4	OR		
8209550 Digital Design 5	Adobe Certified Associate Certificate(s)	Elective Credit	3
Validation Mechanism			
High School transcript noting: <ul style="list-style-type: none"> Completion of high school CTE courses 			

High School CTE Pathway Program of Study: Nursing Assistant Acute and Long-Term Care (8417210)

Tallahassee State College Program: Emergency Medical Services A.S.

High School Course Number and Title	Industry Certification & TSC Assessment	Equivalent TSC Course	Credits to be Awarded
8417100 Health Science Anatomy and Physiology	Completion of the high school program	HSC2531 Medical Terminology	3
8417110 Health Science Foundations		DEP2004 Human Growth and Development	3
8417211 Nursing Assistant 3			
Validation Mechanism			
High School transcript noting: <ul style="list-style-type: none"> • Completion of high school CTE courses 			

Procedure

1. The Gadsden Technical College Career and Technical Education Director will provide evidence of completion to the district Career and Technical Education contact, who forwards the information to the Office of Academic Affairs contact.
2. The Office of Academic Affairs contact will issue a letter to students who have successfully completed the Gadsden Technical College program as reported by the Gadsden Technical College contact. This letter will identify the articulated college credit of the Career Pathway.
3. If the student desires to participate in the identified Career and Technical Education program, the student will request that an official transcript be forwarded to TSC. Students will receive block credit upon submission of the Gadsden Technical College transcript.

Conditions of Agreement

1. Gadsden Technical College and TSC's faculty will review course textbooks, syllabi and other institutional materials as needed in order to develop articulated programs of study.
2. Gadsden Technical College and TSC's will review the list of articulated programs of study annually. Changes will be made as necessary based on changes in program offerings and outcomes.
3. Gadsden Technical College and TSC will cooperate in publicizing Career Pathways to ensure that students are aware of the opportunities.
4. Tallahassee State College will not charge tuition for any courses for which a student receives articulated credit.

This agreement will remain in effect and will be reviewed annually by the articulation committee and incorporated into the dual enrollment articulation agreement. The articulation committee will include the Associate Vice President for Academic Affairs, Associate Dean for Faculty Initiatives, Dean of Applied Sciences and Technology (AST), Dean of Healthcare Professions (HCP) for Tallahassee State College, and representatives from Gadsden Technical Career Center.

GADSDEN TECHNICAL COLLEGE CAREER PATHWAY

Technical College CTE Pathway Program of Study: **Carpentry (C510300)**

Tallahassee State College Program: **Building Construction Management, A.S.**

Technical College Course Number and Title	Industry Certification & TSC Assessment	Equivalent TSC Course	Credits to be Awarded
BCV0012 Introduction to Carpentry	Completion of the career certificate program	BCN2230 Construction Materials and Methods	3
BCV0122 Rough Framing Carpentry			
BCV0123 Foundation and Form Carpentry			
BCV0125 Finish Trim Carpentry			
Validation Mechanism			
Technical College transcript noting: <ul style="list-style-type: none"> • Completion of the career certificate program 			

Technical College CTE Pathway Program of Study: Practical Nursing (H170607)

Tallahassee State College Program: Nursing A.S.

Technical College Course Number and Title	Industry Certification & TSC Assessment	Equivalent TSC Course	Credits to be Awarded
PRN0098 Practical Nursing Foundations 1	Completion of the career certificate program	NUR1021C Nursing Process I	10
PRN0099 Practical Nursing Foundations 2			
PRN0290 Medical Surgical Nursing 1			
PRN0291 Medical Surgical Nursing 2			
PRN0690 Comprehensive Nursing and Transitional Skills			
Validation Mechanism			
Technical College transcript noting: <ul style="list-style-type: none"> • Completion of the career certificate program 			
Admission Requirements			
Students entering the Associate degree program specified herein must meet the admissions requirements of the college and the program to which they are applying.			

IN WITNESS WHEREOF, the School Board of Gadsden County, Florida and The District Board of Trustees, Tallahassee State College, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers.

Date

Chair, The District Board of Trustees,
Tallahassee State College, Florida

Date

President, Tallahassee State College

Date

Chair, Gadsden County Schools

Date

Superintendent, Gadsden County Schools

Career and Technical Education Tallahassee State College & Leon County Schools

Career Pathways Articulation Agreement 2025-2026

Articulation is a method of granting college-level course credit for learning skills that are accomplished as part of secondary school instruction. The secondary school and Tallahassee State College (TSC) will maintain the integrity of its separate programs and enter into this agreement as cooperating educational institutions.

TSC will work with the high school to establish Career Pathways to serve Career and Technical Education (CTE) students. Agreements will be developed during the year, and this agreement will be amended as agreements are completed.

Student Qualifications

Students must meet all TSC admission requirements and present evidence of the following:

1. Successful completion of the articulated secondary technical program of study with a grade of 2.5 (on a 4.00 scale) or better.
2. Graduation from secondary school no more than 18 months prior to enrollment at Tallahassee State College.
 - a. Students may be subject to taking the College's placement test.
3. Enrollment in an A.S. or certificate program appropriate to the credit to be awarded for the specified exemption exam or industry certification. Completing 9 credit hours in the A.S. or certificate program is required for the career pathway credit to be applied to the college transcript.

Procedure

1. The secondary school instructor provides evidence of completion to the district Career and Technical Education contact, who forwards the information to the Office of Academic Affairs contact.
2. The Office of Academic Affairs contact will issue a letter to students who have successfully completed the secondary Career Pathway program as reported by the district Career and Technical Education contact informing students of the Career Pathway articulation agreement opportunities.

Conditions of Agreement

1. Leon County Schools faculty and TSC faculty will review course textbooks, syllabi, and other institutional materials as needed to develop articulated programs of study.
2. Leon County Schools and TSC will review the list of articulated programs of study annually. Changes will be made as necessary based on changes in program offerings and outcomes.
3. Leon County Schools and TSC will cooperate in publicizing this program to secondary school students to ensure they are aware of these opportunities.
4. TSC will not charge tuition for courses for which a student receives articulated credit.

This agreement may be terminated at any time by Leon County Schools or Tallahassee State College by providing thirty (30) days' notice. In the event of termination, both schools agree that students currently in secondary courses and working toward fulfilling the competencies or in their first semester at TSC will be allowed to complete the articulated credit.

This agreement will remain in effect and be reviewed annually by the articulation committee and incorporated into the dual enrollment articulation agreement. The articulation committee will include the Associate Vice President for Academic Affairs, Associate Dean for Faculty Initiatives, Dean of Applied Sciences and Technology (AST), Dean of Healthcare Professions (HCP) for Tallahassee State College, and representatives for Leon County Schools.

LEON COUNTY HIGH SCHOOLS CAREER PATHWAYS

High School CTE Pathway Program of Study: Nursing Assistant: Acute and Long-Term Care (8417210)

Tallahassee State College Program: Emergency Medical Services A.S.

High School Course Number and Title	Industry Certification & TSC Assessment	Equivalent TSC Course	Credits to be Awarded
8417100 Health and Science Anatomy and Physiology	Completion of the high school program and all listed high school CTE courses	HSC 2531 Medical Terminology	3
8417110 Health Science Foundation		DEP 2004 Human Growth and Development	3
Validation Mechanism			
High school transcript noting: <ul style="list-style-type: none"> • Completion of all listed high school CTE courses 			

High School CTE Pathway Program of Study:

Criminal Justice Operations (8918000)

Tallahassee State College:

Criminal Justice Technology, A.S.

High School Course Number and Title	Industry Certification & TSC Assessment	Equivalent TSC Course	Credits to be Awarded
8918010 Criminal Justice Operations 1	Completion of high school program and all listed high school CTE courses.	CCJ 1020 The Criminal Justice System	3
8918020 Criminal Justice Operations 2			
8918030 Criminal Justice Operations 3		CGS 1060 Internet Literacy Exemption Exam for Program Elective	3
8918040 Criminal Justice Operations 4 (Track 1) Or 8918040 Criminal Justice Operations 4 (Track 2)			
Validation Mechanism			
High school transcript noting:			
<ul style="list-style-type: none"> • Completion of all listed high school CTE courses 			

High School CTE Pathway Program of Study:

Digital Design (8209600)

Tallahassee State College Program:

Graphic Design and Web Technology, A.S.

High School Course Number and Title	Industry Certification & TSC Assessment	Equivalent TSC Course	Credits to be Awarded
8207310 Digital Information Technology	Completion of the high school program and all listed high school CTE courses And	CGS 1060 Computer and Internet Literacy	3
8209510 Digital Design 1			
8209520 Digital Design 2	Adobe Certified Professional in: Video Design (ADOBE023) or Visual Design (ADOBE024) or Web Design (ADOBE025)	PGY2601C Photoshop	3
Validation Mechanism			
High school transcript noting: <ul style="list-style-type: none">• Completion of all listed high school CTE courses			

High School CTE Pathway Program of Study:

Early Childhood Education (E300100)

Tallahassee State College Program:

Early Childhood Development, Education, and Management, A.S.

High School Course Number and Title	Industry Certification & TSC Assessment	Equivalent TSC Course	Credits to be Awarded	
8405110 Early Childhood Education 1	Completion of high school program and all listed high school CTE courses And Child Development Associate CPREC001	EDF 1004 Educational Field Experience	3	
8405120 Early Childhood Education 2		EEC 1308 Education of the Young Child	3	
8405130 Early Childhood Education 3			EEC 1907 Directed Observation and Participation	3
8405140 Early Childhood Education 4			Elective Credit	3
Validation Mechanism				
High school transcript noting:				
<ul style="list-style-type: none"> Completion of all listed high school CTE courses 				

High School CTE Pathway Program of Study:

Engineering Pathways (9400300)

Tallahassee State College Program:

Engineering Technology A.S., or Drafting and Design Technology, A.S.

High School Course Number and Title	Industry Certification & TSC Assessment	Equivalent TSC Course	Credits to be Awarded
8600550 Introduction to Engineering Design	Completion of high school program and all listed high school CTE courses	ETD 1320 Introduction to CAD	3
8600520 Principles of Engineering			
Validation Mechanism			
High school transcript noting: <ul style="list-style-type: none">• Completion of all listed high school CTE courses			

Procedure

1. The Lively Technical College designee will provide evidence of completion to the district Career and Technical Education contact, who forwards the information to the Office of Academic Affairs contact.
2. The Office of Academic Affairs contact will issue a letter to students who have successfully completed the Lively Technical College program as reported by the Lively designee. This letter will identify the articulated college credit of the Career Pathway.
3. If the student desires to participate in the identified Career and Technical Education program, the student will request that an official transcript be forwarded to TSC. Students will receive block credit upon submission of the Lively transcript.

Conditions of Agreement

1. Lively Technical College and TSC's faculty will review course textbooks, syllabi, and other institutional materials as needed in order to develop articulated programs of study.
2. Lively Technical College and TSC will review the list of articulated programs of study annually. Changes will be made as necessary based on changes in program offerings and outcomes.
3. Lively Technical College and TSC will cooperate in publicizing Career Pathway in order to ensure that students are aware of the opportunities.
4. Tallahassee State College will not charge tuition for any courses for which a student receives articulated credit.

This agreement will remain in effect and will be reviewed annually by the articulation committee and incorporated into the dual enrollment articulation agreement. The articulation committee will include the Associate Vice President for Academic Affairs, Associate Dean for Faculty Initiatives, Dean of Applied Sciences and Technology (AST), Dean of Healthcare Professions (HCP) for Tallahassee State College, and representatives for Leon County School District.

LIVELY TECHNICAL COLLEGE CAREER PATHWAY

Technical College CTE Pathway Program of Study

Practical Nursing (H170607)

Tallahassee State College Program:

Nursing A.S.

Technical Course Number and Title	Industry Certification & TSC Assessment	Equivalent TSC Course	Credits to be Awarded
PRN0098 Practical Nursing Foundations 1	Completion of the career certificate program	Nursing Process I NUR1021C	10
PRN0099 Practical Nursing Foundations 2			
PRN0290 Medical Surgical Nursing 1			
PRN0291 Medical Surgical Nursing 2			
PRN0690 Comprehensive Nursing and Transitional Skills			
Validation Mechanism			
Technical College transcript noting: <ul style="list-style-type: none"> • Completion of the career certificate program 			
Admission Requirements			
Students entering the Associate degree program specified herein must meet the admissions requirements of the college and the program to which they are applying.			

IN WITNESS WHEREOF, the School Board of Leon County, Florida and The District Board of Trustees, Tallahassee State College, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers.

Date

Chair, The District Board of Trustees,
Tallahassee State College, Florida

Date

President, Tallahassee State College

Date

Chair, Leon County School Board

Date

Superintendent, Leon County School District

Career and Technical Education

Tallahassee State College & Wakulla County Schools

Career Pathways Articulation Agreement 2025-2026

Articulation is a method of granting college-level course credit for learning skills that are accomplished as part of secondary school instruction. The secondary school and Tallahassee State College (TSC) will maintain the integrity of its separate programs and enter into this agreement as cooperating educational institutions.

TSC will work with the high school to establish Career Pathways to serve Career and Technical Education (CTE) students. Agreements will be developed during the year, and this agreement will be amended as agreements are completed.

Student Qualifications

Students must meet all TSC admission requirements and present evidence of the following:

1. Successful completion of the articulated secondary technical program of study with a grade of 2.5 (on a 4.00 scale) or better.
2. Graduation from secondary school no more than 18 months prior to enrollment at Tallahassee State College.
 - a. Students may be subject to taking the College's placement test.
3. Enrollment in an A.S. or certificate program appropriate to the credit to be awarded for the specified exemption exam or industry certification. Completing 9 credit hours in the A.S. or Certificate Program is required for the career pathway credit to be applied to the college transcript.

Procedure

1. The secondary school instructor provides evidence of completion to the district Career and Technical Education contact, who forwards the information to the Office of Academic Affairs contact.
2. The Office of Academic Affairs contact will issue a letter to students who have successfully completed the secondary Career Pathway program as reported by the district Career and Technical Education contact informing students of the Career Pathway articulation agreement opportunities.

Conditions of Agreement

1. Wakulla County Schools faculty and TSC faculty will review course textbooks, syllabi, and other institutional materials as needed to develop articulated programs of study.
2. Wakulla County Schools and TSC will review the list of articulated programs of study annually. Changes will be made as necessary based on changes in program offerings and outcomes.
3. Wakulla County Schools and TSC will cooperate in publicizing this program to secondary school students to ensure they are aware of these opportunities.
4. TSC will not charge tuition for courses for which a student receives articulated credit.

This agreement may be terminated at any time by Wakulla County Schools or Tallahassee State College by providing thirty (30) days' notice. In the event of termination, both schools agree that students currently in secondary courses and working toward fulfilling the competencies or in their first semester at TSC will be allowed to complete the articulated credit.

This agreement will remain in effect and be reviewed annually by the articulation committee and incorporated into the dual enrollment articulation agreement. The articulation committee will include the Associate Vice President for Academic Affairs, Associate Dean for Faculty Initiatives, Dean of Applied Sciences and Technology (AST), Dean of Healthcare Professions (HCP) for Tallahassee State College, and representatives for Wakulla County Schools.

WAKULLA COUNTY HIGH SCHOOL CAREER PATHWAYS

High School CTE Pathway Program of Study: **Building Trades and Construction (8720300)**

Tallahassee State College Program: **Building Construction Management, A.S**

High School Course Number and Title	Industry Certification & TSC Assessment	Equivalent TSC Course	Credits to be Awarded
8722010 Building Trades & Construction Design Tech 1	Completion of the high school program and all listed high school CTE courses	BCN2230 Construction Materials and Methods	3
BCV0081 Carpentry and Masonry Tech			
BCV0082 Electrical and Plumbing Tech			
BCV0083 Building Maintenance Tech			
Validation Mechanism			
High School transcript noting: <ul style="list-style-type: none"> • Completion of all listed high school CTE courses 			

High School CTE Pathway Program of Study:

Digital Design (8209600)

Tallahassee State College Program:

Graphic and Web Technology, A.S.

High School Course Number and Title	Industry Certification & TSC Assessment	Equivalent TSC Course	Credits to be Awarded
8207310 Digital Information Technology	Completion of the high school program and all listed high school CTE courses And Adobe Certified Associate Certificate	GRA1111C Graphic Design I	3
8209510 Digital Design 1		PGY2801C Photoshop	3
8209520 Digital Design 2		Elective	3
		Elective	3
Validation Mechanism			
High School transcript noting: <ul style="list-style-type: none"> • Completion of all listed high school CTE courses 			

High School CTE Pathway Program of Study:

Engineering Academy (9400300)

Tallahassee State College Program:

Engineering Technology, A.S. or Drafting and Design Technology, A.S.

High School Course Number and Title	Industry Certification & TSC Assessment	Equivalent TSC Course	Credits to be Awarded
8600550 Introduction to Engineering Design	Completion of the high school program and all listed high school CTE courses And Autodesk Certified User-Inventor	ETD1320 Introduction to CAD	3
8600520 Principles of Engineering			
8600650 Engineering Design and Development			
Validation Mechanism			
High School transcript noting: <ul style="list-style-type: none">• Completion of all listed high school CTE courses			

High School CTE Pathway Program of Study:

Nursing Assistant: Acute and Long-Term Care (8417210)

Tallahassee State College Program:

Emergency Medical Services A.S.

High School Course Number and Title	Industry Certification & TSC Assessment	Equivalent TSC Course	Credits to be Awarded
8417100 Health Science A&P	Completion of the high school program and all listed high school CTE courses	HSC2531 Medical Terminology	3
8417110 Health Science Foundations		DEP2004 Human Growth and Development	3
8417211 Nursing Assistant III			
Validation Mechanism			
High School transcript noting: <ul style="list-style-type: none">• Completion of all listed high school CTE courses			

IN WITNESS WHEREOF, the School Board of Wakulla County, Florida and The District Board of Trustees, Tallahassee State College, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers.

Date

Chair, The District Board of Trustees,
Tallahassee State College, Florida

Date

President, Tallahassee State College

Date

Chair, Wakulla County Schools

Date

Superintendent, Wakulla County Schools

Career and Technical Education

Tallahassee State College & Florida State University Schools

Career Pathways Articulation Agreement 2025-2026

Articulation is a method of granting college-level course credit for learning skills that are accomplished as part of secondary school instruction. The secondary school and Tallahassee State College (TSC) will maintain the integrity of its separate programs and enter into this agreement as cooperating educational institutions.

TSC will work with the high school to establish Career Pathways to serve Career and Technical Education (CTE) students. Agreements will be developed during the year, and this agreement will be amended as agreements are completed.

Student Qualifications

Students must meet all TSC admission requirements and present evidence of the following:

1. Successful completion of the articulated secondary technical program of study with a grade of 2.5 (on a 4.00 scale) or better.
2. Graduation from secondary school no more than 18 months prior to enrollment at Tallahassee State College.
 - a. Students may be subject to taking the College's placement test.
3. Enrollment in an A.S. or certificate program appropriate to the credit to be awarded for the specified exemption exam or industry certification. Completing 9 credit hours in the A.S. or certificate program is required for the career pathway credit to be applied to the college transcript.

Procedure

1. The secondary school instructor provides evidence of completion to the district Career and Technical Education contact, who forwards the information to the Office of Academic Affairs contact.
2. The Office of Academic Affairs contact will issue a letter to students who have successfully completed the secondary Career Pathway program as reported by the district Career and Technical Education contact informing students of the Career Pathway articulation agreement opportunities.

Conditions of Agreement

1. Florida State University Schools faculty and TSC faculty will review course textbooks, syllabi, and other institutional materials as needed to develop articulated programs of study.
2. Florida State University Schools and TSC will review the list of articulated programs of study annually. Changes will be made as necessary based on changes in program offerings and outcomes.
3. Florida State University Schools and TSC will cooperate in publicizing this program to secondary school students to ensure they are aware of these opportunities.
4. TSC will not charge tuition for courses for which a student receives articulated credit.

This agreement may be terminated at any time by Florida State University Schools or Tallahassee State College by providing thirty (30) days' notice. In the event of termination, both schools agree that students currently in secondary courses and working toward fulfilling the competencies or in their first semester at TSC will be allowed to complete the articulated credit.

This agreement will remain in effect and be reviewed annually by the articulation committee and incorporated into the dual enrollment articulation agreement. The articulation committee will include the Associate Vice President for Academic Affairs, Associate Dean for Faculty Initiatives, Dean of Applied Sciences and Technology (AST), Dean of Healthcare Professions (HCP) for Tallahassee State College, and representatives for Florida State University Schools.

FLORIDA STATE HIGH SCHOOL CAREER PATHWAYS

High School CTE Pathway Program of Study: Nursing Assistant: Acute and Long-Term Care (8417210)

Tallahassee State College Program: Emergency Medical Services A.S.

High School Course Number and Title	Industry Certification & TSC Assessment	Equivalent TSC Course	Credits to be Awarded
8417100 Health Science Anatomy and Physiology	Completion of the high school program and all listed high school CTE courses	HSC2531 Medical Terminology	3
8417110 Health Science Foundations		DEP2004 Human Growth and Development	3
8417211 Nursing Assistant 3			
Validation Mechanism			
High School transcript noting: <ul style="list-style-type: none"> • Completion of all high school CTE courses 			

High School CTE Pathway Program of Study: **Commercial Art Technology (8718000)**

Tallahassee State College Program: **Graphic Design and Web Technology, A.S.**

High School Course Number and Title	Industry Certification & TSC Assessment	Equivalent TSC Course	Credits to be Awarded	
8718010 Commercial Art Technology 1	Completion of the high school program and all listed high school CTE courses	GRA 1111C Graphic Design I	3	
8718010 Commercial Art Technology 2		PGY2801C Photoshop	3	
8718010 Commercial Art Technology 3		Validation Mechanism		
8718010 Commercial Art Technology 4		High School transcript noting: <ul style="list-style-type: none"> • Completion of all high school CTE courses 		

High School CTE Pathway Program of Study: **Game/Simulation/Animation Visual Design (8208100)**

Tallahassee State College Program: **Game Development and Design, A.S.**

High School Course Number and Title	Industry Certification & TSC Assessment	Equivalent TSC Course	Credits to be Awarded
8208110 Game & Simulation Foundations	Completion of the high school program and all listed high school CTE courses	DIG1710 Introduction to Game Development	3
8208120 Game & Simulation Design			
8208130 Game & Simulation Graphic Artist			
8208140 Game & Simulation 3D Animator			
Validation Mechanism			
High School transcript noting: <ul style="list-style-type: none"> • Completion of all high school CTE courses 			

IN WITNESS WHEREOF, the Florida State University Schools, Florida and The District Board of Trustees, Tallahassee State College, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers.

Date

Chair, The District Board of Trustees,
Tallahassee State College, Florida

Date

President, Tallahassee State College

Date

Chair, Florida State University Schools

Date

Director, Florida State University School

April 20, 2026

MEMORANDUM

TO: Jim Murdaugh, Ph.D.
President

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

SUBJECT: Fund Analysis - March

Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of 3/31/2026.

Overview and Background

As directed in the Florida Public Community College Accounting Manual, revenues from state appropriations, student tuition and fees, interest earned, and other contributions are recorded and monitored in the College's operating fund (fund 1). Expenditures for direct instruction expenses are also recorded in the operating fund.

In accordance with Florida Statutes (1011.01), the Board of Trustees must approve the College's operating fund budget each fiscal year. The College monitors the operating fund activity to ensure approved budget limits are maintained. Additionally, the Board has requested a report of all purchases over \$100,000, but less than \$325,000. The report for the month of March is attached to this item.

Past Actions by the Board

For information only, no Board action required.

Funding/ Financial Implications

The College continues to be in sound financial condition.

Recommended Action

Presented as an information item only.

**Tallahassee State College Fund Analysis
Unrestricted Current Fund
As of March 31, 2026**

REVENUE	March Actual	Monthly Budget	YTD Actual	YTD Budget	Annual Budget	% of YTD Budget
Student Fees	\$ 2,269,883	\$ 2,661,292	\$ 29,481,210	\$ 23,951,624	\$ 31,935,498	92%
State Support	4,642,069	3,869,324	32,002,062	34,823,915	46,431,887	69%
Federal Support	40,063	62,500	608,186	562,500	750,000	81%
Other Revenue	390,334	41,667	1,943,255	375,000	500,000	389%
TOTAL REVENUE	7,342,349	6,634,782	64,034,713	59,713,039	79,617,385	80%
EXPENSES	March Actual	Monthly Budget	YTD Actual	YTD Budget	Annual Budget	% of YTD Expenses
<u>PERSONNEL COSTS</u>						
Administrative	292,237	291,667	2,790,847	2,625,000	3,500,000	80%
Instructional	1,171,296	1,333,333	11,244,673	12,000,000	16,000,000	70%
Non-Instructional	1,646,465	1,541,667	14,699,903	13,875,000	18,500,000	79%
OPS	881,980	625,000	6,857,511	5,625,000	7,500,000	91%
Personnel Benefits	1,493,342	1,259,782	13,012,764	11,338,039	15,117,385	86%
TOTAL PERSONNEL COSTS	5,485,320	5,051,449	48,605,698	45,463,039	60,617,385	80%
<u>CURRENT EXPENSES</u>						
Services	500,077	370,213	4,313,024	3,331,913	4,442,551	97%
Material & Supplies	87,067	285,224	2,490,871	2,567,014	3,422,685	73%
Other Current Charges	680,990	761,230	6,646,209	6,851,073	9,134,764	73%
TOTAL CURRENT EXPENSES	1,268,134	1,416,667	13,450,104	12,750,000	17,000,000	79%
CAPITAL OUTLAY	-	166,667	42,172	1,500,000	2,000,000	2%
TOTAL EXPENSES	\$ 6,753,454	\$ 6,634,782	\$ 62,097,974	\$ 59,713,039	\$ 79,617,385	78%

**Purchase Orders from \$100,000 to \$324,999 +
Issued in March 2026**

Purchase Order	Date Issued	Supplier	Total PO Amount	Description	Approval/Exemption
PO-025358	3/6/2026	Microsoft Corporation	143,578.53	Enterprise Service Support.	Microsoft Master Services Agreement #U6914902 (Florida State Contract Number 43230000-15-01)
PO-025387	3/12/2026	Santa Fe College	127,475.10	Insurance coverage for student athletes and professional liability for designated programs.	Exempt from the solicitation process, per FAC 6A-14.0734 (2)(c) Purchases at the unit or contract prices established through competitive solicitations by any unit of government established by law or buying cooperatives.
PO-025431	3/26/2026	BDI Datalynk	180,000.00	To provide a fiber optic training program to youth at specified Department of Juvenile Justice residential facilities.	Exempt from the solicitation process, 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.

April 20, 2026

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: Renewal of Professional Services Contract - Legal Services

Item Description

This item is a request for approval to renew the professional services contract with Longfellow, Landy & Revell, formerly DBA Andrews, Crabtree, Knox & Longfellow. This item also requests a revision of the contract dates to coincide with the College's fiscal year, changing the start and end dates from November 1st – October 31st to July 1st – June 30th.

Overview and Background

At its October 2020 meeting, the Board approved the College's request to contract with Andrews, Crabtree, Knox and Longfellow, LLP for legal services to the College. After the first contract year, the College has the option for annual renewals for up to five (5) additional years

Funding/ Financial Implications

The annual cost for these professional services of \$220,500 was included in the College's annual operating budget.

Past Actions by the Board

At its October 20, 2025 meeting, the Board approved the College's request to contract with Andrews, Crabtree, Knox & Longfellow for legal services from November 1, 2025 through October 31, 2026.

Recommended Action

Approval of the renewal of the professional services agreement with Longfellow, Landy & Revell for one (1) year for the period of July 1, 2026 until June 30, 2027.

**PROFESSIONAL SERVICES AGREEMENT
FOR
ATTORNEY SERVICES**

THIS AGREEMENT for Professional Services entered the 1st day of July, 2026, by and between The DISTRICT BOARD OF TRUSTEES OF TALLAHASSEE STATE COLLEGE, 444 Appleyard Drive, Tallahassee, Florida, 32304, hereinafter referred to as the “BOARD” and Longfellow, Landy & Revell, hereinafter referred to as the “FIRM.” This Agreement shall bind the parties upon its execution by their representatives upon the date of the last signature.

WHEREAS the FIRM is needed to represent the BOARD, to render legal services for the BOARD and to serve as the legal advisor to the BOARD, the President and others in accordance with this Agreement.

WHEREAS, the FIRM has the expertise necessary to perform the duties and responsibilities outlined in the Agreement.

NOW, THEREFORE, the parties agree as follows:

ARTICLE I - ENGAGEMENT OF THE FIRM

The BOARD agrees to engage the FIRM and the FIRM agrees to perform the services set forth below. The FIRM understands and agrees that all services contracted for are to be performed solely by the FIRM and may not be subcontracted for or assigned without the prior written consent of the BOARD.

ARTICLE II - SCOPE OF SERVICES

The FIRM agrees under the supervision of the BOARD or its designees to perform certain professional services more particularly described as follows:

- A. Represent the BOARD in legal matters pertaining to the Tallahassee State College, hereinafter called the COLLEGE, with respect to preparation and execution of contracts, purchase orders, administrative and personnel matters, real estate transactions, litigation and other legal matters of COLLEGE employees relating to their employment by the COLLEGE. The FIRM shall attend and provide counsel to the BOARD at Board meetings and other conferences called by the BOARD. The

FIRM shall be available at all times for consultation with the BOARD, its Chairman and the President and delegated members of the Administrative Staff authorized by the BOARD to confer with the FIRM concerning legal affairs of the COLLEGE. The scope of this agreement excludes legal services provided through assignment by the Florida College System Risk Management Consortium or matters related to governmental relations external to the COLLEGE.

- B. Review and analyze BOARD legal files, data, documents, and other materials concerning the above matters and advise on recommended legal course.
- C. Prepare and file pleadings, or motions, or briefs which may be required and represent the BOARD in any related litigation.
- D. Initiate and conduct discovery, including depositions, on behalf of the BOARD and represent the BOARD in discovery initiated by opposing parties.
- E. Represent the BOARD at trial or on appeal.
- F. Attend and participate in meetings, conference calls, field trips, or the like and report on the status of legal matters.
- G. Acquire specialty legal services when necessary with concurrence of College president. Review specialty attorney service contracts, engagement letters, or retainer agreements. Review specialty attorney service invoices and advise College president as to reasonableness and necessity for specialized legal services.

ARTICLE III - COMPENSATION FEES

- A. The BOARD shall be billed in accordance with Exhibit A, the agreed-upon billing rates for partners, of counsel, associates, and paralegals of the FIRM.
- B. Routine expenses such as local phone calls, local facsimile transmissions, routine postage, copy work, local travel expenses, printed library materials, and local courier, word processing, clerical or secretarial services are overhead and will not be separately compensated.
- C. Billable hours shall be measured in six (6) minute increments. Compensation of attorney hours will be for actual time spent providing attorney services to the BOARD.
- D. Premium rates will not be paid for overtime work.

ARTICLE IV - COMPENSATION COSTS

- A. Reimbursement of costs for such items as exhibits, transcripts and witness fees requires prior written authorization by the COLLEGE Contract Administrator and shall be reimbursed based upon documented charges. The BOARD shall not pay for firm surcharges added to third party vendor charges.
- B. Non-routine office overhead expenses such as long-distance telephone calls, long distance facsimile transmissions, long distance courier services, bulk mailing, bulk third-party copying, blueprints, x-rays, photographs, and computer-assisted legal resource services must be justified to the BOARD and shall be reimbursed based on documented third party vendor charges. If these charges exceed \$1,000 per month, written approval from the BOARD's Contract Administrator must be obtained by the FIRM, prior to the expenditure of funds. In-house bulk mailings and bulk copying expenses must be supported by usage logs or similar documentation. Firm surcharges are not reimbursable.
- C. The FIRM shall only bill the BOARD for the proportionate share of the cost of legal research, attending hearings or engaging in client representation of any type, which is also applicable to other clients.
- D. Exceptional non-routine office overhead expenses must be expressly defined in the Agreement or in an Amended Agreement and approved by the Board before being incurred.
- E. The FIRM shall notify the BOARD contract administrator when costs reach \$50,000 per month. Said notification shall be made as soon as is practicable and prior to the next monthly invoice.

ARTICLE V - FORMAT FOR INVOICES

Each statement for fees and costs shall be submitted after the services have been rendered, in a format that includes, at a minimum, the following information:

- A. Case name and number, if applicable, or other legal matter reference.
- B. Invoice number for the particular bill.
- C. FIRM taxpayer identification number.
- D. Inclusive dates of the month covered by the invoice.

- E. Itemization of the date; hours billed (if hourly); a concise, meaningful description of the services rendered, with sufficient detail to enable the BOARD to evaluate the services rendered and costs; the person(s) who performed the services for each day during which the FIRM performed work; their hourly rate (if hourly) as specified in Exhibit A, and any billing rate that is for some reason different from the one furnished in Exhibit A. If billing is based on other than an hourly rate, the basis for the billing must be explained in this section. A listing of all invoiced costs to be reimbursed pursuant to Article IV - COMPENSATION COSTS section. Invoiced costs must be accompanied by copies of actual receipts.

The total of only the current bill. Prior balances or payment history should be shown separately, if at all. A certification statement, signed by the FIRM's contract administrator, that reads, "I certify that all costs and fees claimed for payment are accurate and were performed in furtherance of the Agreement between Longfellow, Landy & Revell and the BOARD." Any other information as may be requested by the BOARD's Contract Administrator.

ARTICLE VI - ADMINISTRATION OF AGREEMENT

- A. The BOARD Contract Administrator is the College's Vice President for Administrative Services / Chief Business Officer.
- B. The FIRM Contract Administrator is Riley Landy.
- C. All written approvals referenced in this Agreement must be obtained from the parties' Contract Administrator or their designees. This contract shall be governed by and construed under the laws of the State of Florida.
- D. All notices must be given to the parties' Contract Administrator.

ARTICLE VII - STATUS REPORTING

- A. The FIRM shall provide the President with a monthly status report of current administrative actions and litigation involving the COLLEGE;
- B. The FIRM will provide immediate notice by e-mail or facsimile transmission and telephone regarding significant legal developments that will likely result in media

inquiries.

ARTICLE VIII - OTHER AVAILABLE SERVICES

Upon receiving approval from the BOARD, the FIRM shall use existing College Agreements, when available and cost effective, to acquire services (e.g., computer assisted legal research) and the assistance of professionals (e.g., court reporters, expert witnesses) at reduced rates.

ARTICLE IX - PUBLIC RECORDS

All documents prepared pursuant to this Agreement that constitute attorney work product, as defined in Section 119.07(1), Fla. Stat., shall be marked with a notice stating that the information contained in that document is exempt from disclosure for a period of time in accordance with the Public Records Law.

ARTICLE X - SPECIAL CONDITIONS

- A. The FIRM will make affirmative efforts to achieve cost effectiveness by consolidating court hearing, limiting travel, streamlining case processing, using printed forms, using the appropriate level of attorney or staff experience required by task, and taking other actions to improve efficiency.
- B. Multiple staffing at meetings, hearings, depositions, trials, etc., by the FIRM will not be compensated unless prior written approval from the BOARD's Contract Administrator has been obtained.
- C. The FIRM agrees that all documents shall be promptly returned at the termination of the FIRM's involvement in the case or matter at hand.
- D. All documents intended to be provided to third parties or college employees filed with a court or agency must be sent to the BOARD's Contract Administrator with enough lead time to allow for meaningful review, unless waived by the BOARD's Contract Administrator. Copies of final or as-filed documents should also be sent to the BOARD's Contract Administrator.
- E. All discovery, including depositions, document production, etc., shall be

coordinated by the BOARD's Contract Administrator and the FIRM's Contract Administrator to avoid needless duplication of efforts.

- F. All documents prepared pursuant to this Agreement are subject to Florida's Public Records Law. Refusal of the FIRM to allow public access to such records as required by such law shall constitute grounds for unilateral cancellation of this Agreement. Documents prepared for litigation or in anticipation of litigation, including administrative actions, shall not be subject to public access until the action is concluded.

ARTICLE XI - TERM OF CONTRACT

- A. The term of this Agreement shall begin upon execution and shall be effective through June 30, 2027. The contract may be renewed on an annual basis with four (4) consecutive one (1) year renewals for a total contract period of five (5) years.
- B. If this Agreement is terminated, all finished or unfinished documents, data, studies, correspondence, reports and other products prepared by or for the FIRM under this Agreement shall be made available to and for the exclusive use of the BOARD.

ARTICLE XII - AMENDMENTS

Either party may, from time to time, request changes under this Agreement. Such changes which are mutually agreed upon shall be incorporated in written amendments to this Agreement.

ARTICLE XIII - ENTIRE AGREEMENT

This instrument, including any attachments, embodies the entire Agreement of the parties and is not intended to create any third-party beneficiaries. There are no other provisions, terms, conditions, or obligations. This Agreement supersedes all previous oral or written communications, representations or Agreements on this subject.

ARTICLE XIV - INDEPENDENT FIRM

The FIRM is an independent contractor consistent with the Rules of Professional

Conduct, and is not an employee or agent of the BOARD. Nothing in this agreement shall be interpreted to establish any relationship other than that of an independent contractor, between the BOARD and the FIRM, its employees, agents, subcontractors, or assigns, during or after the performance of this Agreement.

ARTICLE XV - LIABILITY

The BOARD shall not assume any liability for the acts, omissions, or negligence of the FIRM, its agents, servants, and employees.

The firm shall maintain, during the period of this Agreement, a professional liability insurance policy for the professional services to be rendered.

ARTICLE XVI - NON-DISCRIMINATION

The FIRM shall comply with all federal, state, and local laws and ordinances applicable to the work and shall not discriminate on the grounds of race, color, religion, sex, disability, or national origin in the performance of work.

IN WITNESS THEREOF, the parties hereto have executed or approved this Agreement on the dates of their signatures.

**THE DISTRICT BOARD OF TRUSTEES
OF TALLAHASSEE STATE COLLEGE**

By: _____
Eugene Lamb Jr.
Board Chair

ATTEST: _____
Date: _____

FIRM

By: _____
Riley Landy

ATTEST: _____
Date: _____

EXHIBIT A - FEE SCHEDULE

Billing Schedule:

Effective July 1st, 2026, an annual flat fee is to be paid in equal monthly installments. The firm proposes to do the College community's legal work for the fee of \$220,500 per year, plus reasonable expenses.

The above listed schedule of rates is guaranteed through the duration of this Agreement. Adjustment by the parties shall be documented in writing by amendment to the Agreement.

April 20, 2026

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

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

SUBJECT: Construction Status Report

Item Description

This item describes the status of various construction, renovation, remodeling and site improvement projects at all TSC locations for the Board of Trustees.

Overview and Background

The attached Construction Status report details the noteworthy construction and renovation projects being undertaken to support the educational mission of the College.

Past Actions by the Board

None.

Funding/ Financial Implications

All construction and renovation projects are funded prior to approval, with most being funded from capital improvement fees.

Recommended Action

Presented as an information item only.

FACILITIES & CONSTRUCTION STATUS REPORT – APRIL 2026

MAIN CAMPUS (SITE 1)

TSC PROJECT#	TASK / PROJECT NAME	%COMPLETE	DUE DATE	NOTES / STATUS
PJ-0544	LB Bldg#30 – AHU 9	100%	April 2026	Complete
PJ-0292	TCA Bldg#08 AHU 1-6 Replacement	100%	April 2026	Complete
PJ-0434	Truck Driving Program Expansion/Grant	5%	TBD	Environmental exemption submitted and pending approval
PJ-0592	Centre (CB 9) Ground Floor Renovations	15%	September 2026	Design Scheduled FY 26/27
PJ-0374	State DM - 15KV Electrical Underground Infrastructure	80%	April 2026	Install in progress
PJ-0534	SMA 140 - Classroom Renovations	5%	TBD	TBD
PJ-0527	Replace Campus Bench Seating	75%	April 2026	Underway
N/A	Replace Wooden Handrails	85%	April 2026	In house
PJ-0568	Sidewalk Repairs, Elimination of Trip Hazards	Continuous	On-going	Repaired 1,711 Trip Hazards Replaced 93 sections of Sidewalk Repaired 192' of new curb
TSC PROJECT#	SUSTAINABILITY	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Hydration Stations	Continuous	On-going	Prevented 971,963 Plastic Bottles from going to landfills
N/A	Recycled Plastic Lumber/Furniture	Continuous	On-going	Prevented 4,302,286 Plastic Bags from going to landfills
N/A	CO2 Avoidance	Continuous	On-going	Prevented 48,598 lbs. of CO2 emissions into atmosphere

GADSDEN SERVICE CENTER (SITE 2)

TSC PROJECT#	TASK / PROJECT NAME	%COMPLETE	DUE DATE	NOTES / STATUS
NEW	Gadsden Service Center Bldg#4	5%	TBD	DAG Approved – PO underway
TSC PROJECT#	SUSTAINABILITY	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Hydration Stations	Continuous	On-going	Prevented 2,889 Plastic Bottles from going to landfills
N/A	CO2 Avoidance	Continuous	On-going	Prevented 144 lbs. of CO2 emissions into atmosphere

FLORIDA PUBLIC SAFETY INSTITUTE (SITE 3)

TSC PROJECT#	TASK / PROJECT NAME	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Housing Boiler Repairs	15%	April 2026	Researching
N/A	FPSI Stormwater Retention Pond#1	60%	April 2026	In progress
N/A	Dining Hall Outside Air Unit (OAU)	5%	April 2026	Planning
N/A	VAV Retrofit for Administration / Classroom Building	5%	TBD	Pending budget approval
N/A	Temp/Humidity sensors at New Dorms	5%	TBD	Planning
N/A	Defensive Tactics Aeon OAU Siemens Controls take over	5%	TBD	Planning
N/A	Survival Flight Hanger Building	5%	TBD	Reviewed and awaiting responses
TSC PROJECT#	SUSTAINABILITY	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Hydration Stations	Continuous	On-going	Prevented 338,258 Plastic Bottles from going to landfills
N/A	CO2 Avoidance	Continuous	On-going	Prevented 16,913 lbs. of CO2 emissions into atmosphere

CENTER FOR INNOVATION (SITE 4)

TSC PROJECT#	SUSTAINABILITY	%COMPLETE	DUE DATE	NOTES / STATUS
PJ-0423	State DM - CFI Exterior Envelope (Walls & Windows)	95%	May 2026	Project underway
PJ-0424	State DM - CFI Exterior Staircases	95%	May 2026	Project underway
TSC PROJECT#	SUSTAINABILITY	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Hydration Stations	Continuous	On-going	Prevented 18,337 Plastic Bottles from going to landfills
N/A	CO2 Avoidance	Continuous	On-going	Prevented 917 lbs. of CO2 emissions into atmosphere

GHAZVINI CENTER FOR HEALTHCARE EDUCATION (SITE 5)

TSC PROJECT#	TASK / PROJECT NAME	%COMPLETE	DUE DATE	NOTES / STATUS
PJ-0579	Chiller Repairs Module #3	5%	March 2026	Reviewing quotes
PJ-0579	Chiller Repairs Module #5	5%	March 2026	Reviewing quotes
TSC PROJECT#	SUSTAINABILITY	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Hydration Stations	Continuous	On-going	Prevented 74,664 Plastic Bottles from going to landfills
N/A	CO2 Avoidance	Continuous	On-going	Prevented 3,733 lbs. of CO2 emissions into atmosphere

WAKULLA ENVIRONMENTAL INSTITUTE (SITE 6)

TSC PROJECT#	TASK / PROJECT NAME	%COMPLETE	DUE DATE	NOTES / STATUS
PJ-0557	Pole Barn FFE	95%	April 2026	In progress
TBD	AG Pole Barn – Enclose	10%	TBD	Side panels on order
TBD	New WEI Building#3	5%	TBD	Awaiting EDA notification
TBD	WEI Building#2 Repairs	5%	July 2026	A/E Required
TSC PROJECT#	SUSTAINABILITY	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Hydration Stations	Continuous	On-going	Prevented 9,024 Plastic Bottles from going to landfills
N/A	CO2 Avoidance	Continuous	On-going	Prevented 451 lbs. of CO2 emissions into the atmosphere

END OF CONSTRUCTION STATUS REPORT

April 20, 2026

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

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

SUBJECT: Architect Invoices

Item Description

This item requests that the Board approve the architect invoices submitted for the month of March 2026.

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 - \$5,456.88
BKJ, Inc. Architecture - \$0.00
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 March 23, 2026 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. 20390.9.5

TO: 	Accts Payable Jenny Shuler 444 Appleyard Drive Tallahassee, FL 32304 (850) 201-6200	Page <u>1</u> of <u>1</u> Pages Federal I.D. No: 59-3616761
	FROM: 	Susan Goodwin, Office Manager 206 W Virginia Street Tallahassee, FL 32301 (850) 942-1718, ext 302

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
Line 1	Schematic Design	\$10,912.00	100%	\$0.00	\$10,912.00	\$0.00
	Design Documents	\$32,736.00	100%	\$0.00	\$32,736.00	\$0.00
	Construction Documents	\$38,192.00	100%	\$0.00	\$38,192.00	\$0.00
	Bid / Permitting	\$5,456.00	100%	\$0.00	\$5,456.00	\$0.00
	Construction Administration	\$21,824.00	75%	\$5,456.00	\$10,911.12	\$5,456.88
Line 2	Printing	\$535.00	100%	\$0.00	\$535.00	\$0.00
GRAND TOTALS		\$109,655.00		\$5,456.00	\$98,742.12	\$5,456.88
Invoice Total						\$5,456.88

CERTIFIED TRUE AND CORRECT BY:

 _____ (Signature of Principal)	Rodney L. Lewis, Principal _____ (Typed Name and Title)
--	---

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



Purchase Order

Purchase Order Number	PO-016125
Purchase Order Date	08/18/2022
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 Community College 444 Appleyard Drive Tallahassee, FL 32304 United States of America

Comments:
PJ-0401 CFI Exterior Envelope and Staircase - State DM; Stair Tower Architect Fees Contact: Don.Herr@tcc.fl.edu Invoice: Jenny.Shuler@tcc.fl.edu **REF: TCC RFQ 2020-02 Recommendation for Architectural Services; Approved at 2/17/20 BOT Meeting**

Bill To:
Tallahassee Community 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	109,655.00	0.00	109,655.00

Director of Procurement and Auxiliary Services

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

Purchase Order

Purchase Order Number	PO-016125
Purchase Order Date	08/18/2022
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		Professional services for TCC Center for Innovation Stair Tower Improvements. Scope Includes: Design, documentation, permitting and construction administration of repair and exterior improvements to the stair towers of the building located at 300 W. Pensacola Street. The improvements will be based on preliminary design concepts previously developed by ALW and will include the following: 1. Selective demolition of exterior components. 2. Repair for structural components. 3. New door / gate systems 4. New exterior screen and finish systems 5. New signage Specifications per attached proposal dated July 5, 2022. **REF: TCC RFQ 2020-02 Recommendation for Architectural Services; Approved at 2/17/20 BOT Meeting**				109,120.00
2		Additional Services - Printing				535.00

Messages

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

VERIFICATION OF EMPLOYMENT: In accordance with State of Florida Office of the Governor Executive Order Number 11-02, the firm shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all persons employed during the contract term by the firm to perform employment duties within Florida and all persons (including sub-consultants) assigned by the firm to perform work pursuant to the contract with Tallahassee Community College.

Please send all Invoices to Accounts Payable - "AcctPay@tcc.fl.edu"

To ensure timely payments, TCC requires the College's purchase order number to be included on all invoices submitted for payment.

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

April 20, 2026

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

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

SUBJECT: Sponsored Programs – Provider

Item Description

This item requests that the Board approve the receipt of funding for the listed projects.

Overview and Background

The following are recommended for approval.

I. Receipt, Amendment, Extension of Resources

Amendment - AW-000000761/GR001962: Advanced Traffic Homicide Investigation Training FY 25/26

(Training for Florida law enforcement officers)

This amendment for a budget increase of \$25,000.00 will increase this Award Budget from \$105,000.00 to \$130,000.00

Amendment - AW-000000758/GR001957: Speed Measurement Training FY 25/26

(Provides training costs (tuition, room and board) for qualified law enforcement personnel)

This amendment is for a budget increase of \$50,000.00. This budget increase will increase this Award Budget from \$175,000.00 to \$225,000.00

Amendment - AW-000000766/GR001971: Breath Test Operator Course FY25.26

(Training for Florida law enforcement officers)

This amendment for a budget increase of \$40,000.00 will be used for an expansion to the schedule of classes offered to Certified Florida Law Enforcement Officers. This amendment for a budget increase of \$40,000.00 will increase this Award Budget from \$185,000.00 to \$225,000.00.

Amendment - AW-000000760: Basic Traffic Homicide Investigation Training FY 25/26
10/01/2025 (version 1)

(Provides training cost (tuition, room and board) for qualified law enforcement personnel.)
This amendment for a budget increase of \$40,000.00 will increase this Award Budget from \$185,000.00 to \$225,000.00.

Amendment - AW-000000745: Adult Education and Family Literacy, Adult Augment
07/01/2025 *(The purpose of partnering with the Department to employ two professional staff to be responsible providing strategic outreach and communication planning and counsel, management of all facets of Division of Career and Technical Education (DCAE) communication and social media efforts, and overseeing the implementation of special population and non-traditional recruitment strategic plan)*

This is amendment for a increase of \$15,448.00 will increase this Award Budget from \$330,104.00to \$345,552.00.

Amendment - AW-000000738: Strengthening Career & Technical Education for the
07/01/2025 (version 0) *The purpose of partnering with the Department to employ two professional staff to be responsible providing strategic outreach and communication planning and counsel, management of all facets of Division of Career and Technical Education (DCAE) communication and social media efforts, and overseeing the implementation of special population and non-traditional recruitment strategic plan)*

This is amendment for an increase of \$61,789.00 will increase this Award Budget from \$658,152.00.00 to \$719,941.00.

II. Commitments, Expenditures, Contracts for Service

None at this time

Recommended Action

Authorize funding for the awards and contracts as presented.