

August 17, 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, August 17, 2026 Board Meeting.

The meeting will be held on our Main Campus in the Board Room of the Hinson Administration Building at 444 Appleyard Drive, Tallahassee, FL. 32304, at 2:30 p.m.

Should you have any questions, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Jim Murdaugh", written in a cursive style.

Jim Murdaugh, Ph.D.
President

Agenda
District Board of Trustees
Tallahassee State College
444 Appleyard Drive
Tallahassee, FL 32304
Monday, August 17, 2026
Business Meeting – 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 June Board Minutes

Approve June Board 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 (June and July 2026)
Authorize payment of invoices as presented.
- [3.](#) Human Resource Report
Approve report as presented.
- [4.](#) Sponsored Programs
Authorize funding for the awards and contracts as presented.

TSC Foundation

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

Academic Affairs

- [6.](#) General Education Institutional Review Certification
Approve the College's list of general education courses for 2027-2028.

Administrative Services

- [7.](#) Fund Analysis - July
For information only, no Board action required.
- [8.](#) Disposal of Property Assets
Authorize the College to dispose of the items designated as surplus.

- [9.](#) Agreements/Purchase Orders Over \$325,000
Authorize the College to enter into the contracts listed in this agenda item.
- [10.](#) Architect Invoices
Authorize payment of architectural invoice(s) as presented.
- [11.](#) Construction Status Report
Presented as an information item only.
- [12.](#) College Application Fee
Board approval of the Application Fee of \$30.00
- [13.](#) User Fees for Student Transcripts
Approve a Transcript Fee of \$10 per official transcript request.

Institutional Effectiveness

- [14.](#) The District Board of Trustees 2026 Board Self-Evaluation
Recommended that the District Board of Trustees of Tallahassee State
College acknowledge and accept the results of the 2026 Board Self-
Evaluation as presented.

BOARD OF TRUSTEES

- [15.](#) 2026 - 2027 Schedule of Business Meetings and Workshops
Approve the schedule as presented.
- [16.](#) Election of Officers

PUBLIC COMMENT

PRESIDENT'S REPORT

NEXT MEETING DATE

September 21, 2026

Location: **Wakulla Environmental Institute**

ADJOURNMENT

**Minutes
District Board of Trustees
Tallahassee State College
444 Appleyard Drive
Tallahassee, FL 32304
Monday, June 15, 2026
Business Meeting & Workshop – 2:30 PM**

CALL TO ORDER

On Monday, June 15, 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, followed by the Pledge of Allegiance.

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

By Phone: Trustee Jonathan Rees.

Others Present: President Jim Murdaugh, Wayne Almy, Camden Smith, Calandra Stringer, Tricia Rizza, Bobby Jones, Freddy Menendez, Carli Chukes, Steve Nettles, Barbara Wills, Kalynda Holton, Christen Givens, David Hulse, Shelly Bell, Sean McGovern, Amanda Clements, Riley Landy, Dustin Frost, Alison Fleischmann, Nyla Davis, Rashaud Haywood, Mindy Stranburg, Brendie Hawkins, Danny Shrine, Tracey Shrine, Bertie Culbreath, Jennifer Peavy, Hope Childree, Heather Mitchell, Sheri Rowland and Jessica Griffin.

TRUSTEE COMMENTS

- I. Board Chair Remarks:
Chair Lamb called for a motion to allow Trustee Rees to participate in the meeting and vote by phone.
MOTION: Trustee Stevens **SECOND:** Trustee Brown
The motion passed unanimously.
- II. Trustee Remarks:
 - a. Trustee Stevens extended thoughts and prayers to Chair Lamb and his family.
 - b. Trustee Bayliss shared that she was planning to attend the AI Innovations Summit on campus.
 - c. Trustee Moore acknowledged that TSC is a finalist for the 2027 Aspen Institute Prize for Community College Excellence. She also mentioned that President Murdaugh spoke at the Florida Chamber Prosperity Summit on

childhood poverty, a cause he champions statewide, and she thanked him for his leadership.

- d. Trustee Brown expressed enthusiasm about attending the AI Innovation Summit. She congratulated the departments on their hard work and dedication, noted that their efforts would hopefully be recognized in the news, and mentioned a book authored by President Murdaugh.
- e. Vice Chair Caban offered condolences on Chair Lamb's loss, congratulated President Murdaugh on the recent awards and nominations, and expressed appreciation for how well President Murdaugh represents the college and its trustees.

- III. President Murdaugh thanked the trustees for their kind words and concern when he reached out with news of Chair Lamb's loss. He acknowledged that 15 faculty and staff members were recently named recipients of the National Institute of Staff and Organizational Development (NISDO) Excellence Award for their outstanding contributions. He also highlighted that TSC has launched new programs: an Associate of Science degree in Emergency Administration and Management, a Bachelor of Applied Science in Auditing and Compliance Management, and a Bachelor of Applied Science in Management Analytics. Dr. Stringer and her team at TSC are continually seeking demand-driven opportunities from the business community. Additionally, he shared that TSC is one of the top 10 finalists nationwide for the 2027 Aspen Institute Prize for Community College Excellence and is scheduled for an upcoming site visit. President Murdaugh introduced Carlecia Collins of GrayRobinson to provide updates on legislative issues.

Carlecia noted that we are in Special Session F, which ended a couple of days ago and included property taxes. TSC submitted two requests, one for the Gadsden Center expansion for phase two. Last year, we received 2.8 million in the budget; this year, we requested 8 million and were fortunate to get 4 million. We will request four million for phase three. The second project is the Applied Learning Center, Hospitality, Dental Building. We asked for ten million; this one did not make the budget. She thanked Heather and her team for pounding the pavement at every possible meeting and noted that Senator Simon secured \$500,000 in recurring dollars for us. Once it is in the budget, it remains there and becomes part of the college's base budget. She shared that Kirk Pepper of GrayRobinson met with the Governor's Office of Policy and Budget and discussed the importance of completing phase two so we can begin the building process and be ready for phase three next year. The budget process has to end by June 30 because the new fiscal year starts July 1. Trustees asked whether they could help; Carlecia advised them to reach out to Senator Simon or the Governor's Chief of Staff to encourage dialogue about funding for the two projects.

APPROVAL OF MINUTES

1. 2026 May Board Minutes
Approve minutes as presented.
MOTION: Trustee Moore **SECOND:** Vice Chair Caban
The motion passed unanimously.
2. 2026 Presidential Sub-Committee Meeting Minutes
Approve minutes as presented.
MOTION: Vice Chair Caban **SECOND:** Trustee Moore
The motion passed unanimously.

INFORMATION AND NEWS ITEMS

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

Highlights included:

- Tallahassee Democrat, Florida Politics, and WTXL covered the Sterling Flight Training launch of the pilot certification program.
- WCTV and Florida Politics covered the Associate of Science degree in Emergency Management.
- Florida Politics featured the Summer 2026 exhibition happening now with the Gadsden Art Guild.
- Community College Daily and Florida Politics covered the 2027 Aspen Prize top ten finalist list.
- Greg Tish invited Dr. Angela Long and Eddie Gonzalez Loumiet, the current chair of the Chamber, to his morning radio show today to discuss the upcoming AI Innovation Summit.

Broadcast clips included:

- TSC partnering with Sterling Flight Training to launch a new professional aeronautics certification program.
- Associate of Science degree in Emergency Administration and Management, a Bachelor of Applied Science in Auditing and Compliance Management, and a Bachelor of Applied Science in Management Analytics.
- 2027 Aspen Institute Prize for Community College Excellence; TSC is one of the top ten finalists in the country.

VP Clements noted that if you are attending the AI Innovation Summit, look outside the Fine Performing Arts Center for the large banner marking our Aspen recognition.

PRESENTATIONS-Heather Mitchell, Vice President of the TSC Foundation, introduced David Hulse, President of Bank of America; they were the first sponsors for the TSC Cleaver and Cork Brunch and Barbecue. Mr. Hulse and his colleagues expressed their amazement at all that TSC does and their satisfaction with the organization's accomplishments. They highlighted their ongoing partnership, which has included involvement in the building program, the medical lab technician program, and most recently, Cleaver and Cork, viewing these initiatives as excellent opportunities to expand their collaboration.

VP Mitchell introduced Tracey and Danny Shrine of the Full Press Apparel Company. She shared that the Shrines have supported events and programs and have served as the VIP sponsor for Cleaver and Cork over the past year. Danny served on the TSC Foundation Board, and Tracey has served on the Cleaver and Cork board. They expressed a desire to establish a scholarship. Mr. Shrine noted that he was a proud TSC alumnus more than 30 years ago. He added that, for him and his wife, Tracey, involvement with this college has fulfilled their belief in building a better community and a stronger business. It has been a great partnership. They want to endow a scholarship to create a legacy that will outlast their business and continue to support what the college has done for them. They consider it a great honor and opportunity.

Approval of Consent Agenda

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

3. Attorney Invoices – Bryant Miller Oliver (June 2026)
Authorize payment of invoices as presented.
4. Human Resource Report
Approve the report as presented.

Motion to Approve Consent Agenda

MOTION: Trustee Moore

SECOND: Trustee Stevens

The motion passed unanimously.

TSC Foundation

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

Academic Affairs

6. Academic Curriculum Changes
Approve the proposed academic curriculum changes.
MOTION: Trustee Stevens **SECOND:** Trustee Moore
The motion passed unanimously.
7. Annual, Continuing and Post Award Contract Recommendations
Approve the recommendations for annual, continuing and post-award contracts in the attached list.
MOTION: Trustee Stevens **SECOND:** Vice Chair Caban
The motion passed unanimously.

Administrative Services

8. Fund Analysis - May
Presented as an information item only.
9. Disposition of Surplus Property Assets
Authorize the College to dispose of the items designated as surplus.
MOTION: Trustee Stevens **SECOND:** Trustee Moore
The motion passed unanimously.
10. Use of College Personnel and Facilities
Approve the use of College resources for Foundation DSO activities as presented.
MOTION: Vice Chair Caban **SECOND:** Trustee Stevens
The motion passed unanimously.
Trustees asked how the college compares with others in its investment in the DSO. Vice President Mitchell clarified that the college does not invest in the foundation because there are no fund transfers and the foundation has no employees. President Murdaugh explained that the report is an annual review of resource utilization and commended the foundation for its efficient and effective fundraising.

11. Construction Status Report
Presented as an information item only.
12. Capital Improvement Plan (CIP) 2027-28 Through 2029-2030
Approve the 2027-28 through 2029-30 CIP, as provided on the attached CIP-1 and CIP-2 forms.
MOTION: Trustee Moore **SECOND:** Trustee Brown
The motion passed unanimously.
13. Sponsored Programs - Provider
Authorize funding for the awards and contracts as presented.
MOTION: Trustee Stevens **SECOND:** Vice Chair Caban
The motion passed unanimously.
14. College Operating Budget for FY 2026-2027
Approve the College's FY 2026-2027 Operating Budget.
MOTION: Trustee Moore **SECOND:** Vice Chair Caban
The motion passed unanimously.
15. Changes to Salary Schedule
Approve updates to the 2026 – 2027 Salary Schedule as presented.
MOTION: Trustee Moore **SECOND:** Trustee Brown
The motion passed unanimously.

BOARD OF TRUSTEES

16. 2026 - 2027 Schedule of Business Meetings and Workshops
MOTION: Trustee Moore **SECOND:** Trustee Bayliss
 The motion passed unanimously.
 Trustee Stevens moved to rescind the motion adopted at today's meeting regarding the 2026-2027 Schedule of Business Meetings and Workshops, specifically to relocate the April 2027 meeting. An updated schedule will be added to the agenda for the business meeting on August 17, 2026.
MOTION: Trustee Stevens **SECOND:** Vice Chair Caban

PUBLIC COMMENT-No public comment.

WORKSHOP - Dr. Barbara Wills, Vice President of Administrative Services and Chief Business Officer, presented the Budget 2026-27 PowerPoint.

PRESIDENT'S REPORT

- June 16 & 17: Innovation Summit
- June 30: Adult Education graduation, 6:00 p.m., Turner Auditorium
- July 28: Healthcare Profession Summer Pinning Ceremony, 4:30 p.m., Lifetime Sports Complex.
- July: No DBOT meeting
- Thanked Dustin Frost, Marckus Harden and Wayne Almey for all the updates accomplished in the boardroom.

NEXT MEETING DATE

August 17, 2026

Location: **Main Campus**

ADJOURNMENT: 3:36 p.m.

Eugene Lamb
Chair

Jim Murdaugh, Ph.D.
President

August 17, 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 (June and July 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 \$16,010.00 for June and July 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: July 15, 2026
 Invoice No. 88582
 Client No. 25480.002

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

Statement of Legal Services

		Hours	
05/26/2026	AA	Review documents (transcript/exhibits/emails) for use in drafting arbitration brief (UFF)	2.70
05/26/2026	AA	Draft arbitration brief outline (UFF)	2.80
05/27/2026	AA	Review documents and draft arbitration brief (UFF)	2.80
05/28/2026	AA	Draft arbitration brief (UFF)	3.90
06/15/2026	AA	Review transcript and exhibits and draft arbitration brief	4.00
06/16/2026	AA	Review transcript and draft arbitration brief	4.20
06/17/2026	AA	Draft arbitration brief	4.10
06/24/2026	AA	Draft arbitration brief	4.40
06/25/2026	AA	Draft arbitration brief	1.40
06/26/2026	AA	Legal research / contract interpretation	1.30
06/26/2026	AA	Draft arbitration brief	4.50
06/28/2026	DMH	Draft email to Union	0.10
06/29/2026	AA	Analyze contractual language, bargaining history, and hearing testimony regarding disputed CBA provisions for use in arbitration brief	1.80
06/29/2026	AA	Draft arbitration brief	5.90
06/29/2026	DMH	Review email from Union	0.10
06/29/2026	DMH	Draft email to Arbitrator	0.10
06/30/2026	AA	Draft arbitration brief	6.50
06/30/2026	AA	Legal research / burden of proof	0.50
Current Services			51.10 \$12,775.00

Tallahassee State College

Invoice Date: July 15, 2026
Invoice No. 88582
Client No. 25480.002

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Ayla Arshad	50.80	\$250.00	\$12,700.00
Denise M. Heekin	0.30	\$250.00	\$75.00

Payments

06/29/2026	Payment	ACH rec'd 6/29/26 Inv 88103, 88275	4,651.10
			4,651.10

Total Current Work	\$12,775.00
Previous Balance Due	\$0.00
Balance Due	\$12,775.00

Please Reference Client Number On Checks And Wire Transfers

Mail Checks to:
1545 Raymond Diehl Road, Suite 300
Tallahassee, FL 32308
850-222-8611 FEIN 59-1315801

Send wire transfers to Capital City Bank, ABA #063100688
for credit to Bryant Miller Olive, Account #2132834901
Thank you for your business



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

Invoice Date: July 31, 2026
Invoice No. 88714
Client No. 25480.002

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

Statement of Legal Services

			Hours
07/07/2026	DMH	Analyze issues	0.30
07/10/2026	DMH	Analyze issues regarding arbitration brief	0.20
07/12/2026	DMH	Review and revise arbitration brief	5.20
07/14/2026	DMH	Review and revise arbitration brief	5.00
07/15/2026	BRR	Finalize post arbitration brief	0.10
07/15/2026	BRR	Draft email to J. Charles with post arbitration brief	0.10
07/15/2026	DMH	Finalize arbitration brief	2.10
Current Services			13.00
			\$3,235.00

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Denise M. Heekin	12.80	\$250.00	\$3,200.00
Beatriz R. Ramirez	0.20	\$175.00	\$35.00

Total Current Work	\$3,235.00
Previous Balance Due	\$12,775.00
Balance Due	\$16,010.00

Tallahassee State College

Invoice Date:

July 31, 2026

Invoice No.

88714

Client No.

25480.002

Please Reference Client Number On Checks And Wire Transfers

Mail Checks to:

1545 Raymond Diehl Road, Suite 300

Tallahassee, FL 32308

850-222-8611 FEIN 59-1315801

Send wire transfers to Capital City Bank, ABA #063100688

for credit to Bryant Miller Olive, Account #2132834901

Thank you for your business

August 17, 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 is for information only.

Overview and Background

The College brings forth information on appointments, separations and outside employment.

Past Actions by the Board

Personnel actions are taken to the District Board of Trustees monthly, for information purposes.

Funding/ Financial Implications

This item is funded by the 2026-2027 Operating Budget.

Recommended Action

Presented as information item only.

Original Appointments - Executive, Administrative, Managerial & Professional

Name	Position	Department	Effective Date	
Brett Rutherford	Director of Athletics and Campus Recreation	Student Affairs - Athletics	July 1, 2026	

Original Appointments - Classified Staff

Name	Position	Department	Effective Date	
Wendy Harrell	Accounting Specialist	Financial Services	June 3, 2026	
Venise Toussaint	Strategic Communications Specialist	Communications and Marketing	June 8, 2026	
Henrique Leonardo	Custodial Services Specialist	Facilities	June 15, 2026	
Keith Burgos	F1 International Admissions Navigator	Student Affairs	June 22, 2026	
Eryn Shively	Payroll Manager	Human Resources	June 22, 2026	
Angela Davis	Administrative Assistant	Student Affairs	June 22, 2026	
Johnathon Slusher	Marine Service Technologies Instructor	Workforce Development	July 6, 2026	
Nijah Marshall	TSC Police Officer	Campus Police	July 13, 2026	
Lacy McMullen	Senior Recruitment Specialist	Human Resources	July 14, 2026	
Trenika Wineglass	Administrative Coordinator	Tallahassee Collegiate Academy	July 21, 2026	
Leon Hillmon	Teacher	Tallahassee Collegiate Academy	August 3, 2026	
Ayonna Scott	Paraprofessional	Tallahassee Collegiate Academy	August 3, 2026	
Daniel Talasnik	Teacher	Tallahassee Collegiate Academy	August 3, 2026	
Chandra Hayes	Guidance Counselor	Tallahassee Collegiate Academy	August 3, 2026	
Dominga Robinson	Guidance Counselor	Tallahassee Collegiate Academy	August 3, 2026	
Jaaziah Wilborn	Student Financial Advisor	Student Financials	August 3, 2026	

Original Appointments - Faculty

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

Original Appointments - Contracts & Grants

Name	Position	Department	Effective Date	
Brock Houle	Career Development Specialist	DOC - Sponsored Programs, Columbia C.I.	June 8, 2026	
Kristine Nystrom	Career Development Specialist	DOC - Sponsored Programs, Education Supervisor	June 11, 2026	
Anthony Flenor	Career Development Specialist	DOC - Sponsored Programs, Dade C.I.	July 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
<i>None to Report</i>				

Separations

Name	Position	Department	Effective Date	Separation Type
Regina Joseph	Administrative Assistant	Communications and Humanities	June 3, 2026	Resigned
Judy Welch	Compass Coordinator	DOC - Sponsored Programs	June 4, 2026	Resigned
Travaun Leverette	Custodial Services Specialist	Facilities	June 5, 2026	Resigned
Harmony Punaes	Enrollment Communications Representative	Enrollment Communications	June 15, 2026	Resigned
Timothy Miles	Assistant Coach	Athletics	June 22, 2026	Resigned
Chris Kelley	Career Development Specialist	DOC - Sponsored Programs	June 23, 2026	Contract Not Renewed
Jason Reudgen	Career Development Specialist	DOC - Sponsored Programs	June 25, 2026	Resigned
Clinton Walker	Career Development Specialist	DOC - Sponsored Programs	June 26, 2026	Retired

Abigail O'Laughlin	Student Accessibility Advisor	Student Support Services	June 30, 2026	Resigned
Anielka Oswalt	Systems Administrator	Information Technology	June 30, 2026	Resigned
Chuck Moore	Director of Athletics and Campus Recreation	Athletics	June 30, 2026	Contract Not Renewed
Jayanti Seiler	Instructional Systems Designer	DJJ - Sponsored Programs, Curriculum Design	June 30, 2026	Contract Not Renewed
Larry Chaney	Senior Custodial Services Specialist	Facilities	June 30, 2026	Retired
Leon Mathis	Technical Educator Instructor	DOC - Sponsored Programs, Vocational Training	June 30, 2026	Resigned
Terrance Roulhac	Career and Academic Advisor	Advising	July 3, 2026	Resigned
Brynn Baca	Head Coach, Softball	Athletics	July 6, 2026	Resigned
Brent Mercer	Career Development Specialist	DOC - Sponsored Programs	July 7, 2026	Resigned
Mary Cate Gordon	Career and Academic Advisor	Advising	July 13, 2026	Resigned
Diksha Jangra	Assessment Analyst	Institutional Effectiveness	July 14, 2026	Resigned
Brandy Harris	TSC Police Officer	Campus Police	July 15, 2026	Resigned
Chingfen Goodwin	Career Development Specialist	DOC - Sponsored Programs	July 15, 2026	Retired
Fabian Jones	Student Accounts Specialist	Financial Services	July 17, 2026	Resigned
Amairani Trejo	Nursing Clinical Faculty	Healthcare Professions - Nursing	July 24, 2026	Resigned
Quashier Flood	Guidance Counselor	Tallahassee Collegiate Academy	July 28, 2026	Resigned
Latasha Marshall	Administrative Assistant	Transfer Services	July 31, 2026	Resigned
Margaret Burden	Nursing Faculty	Healthcare Professions - Nursing	July 31, 2026	Resigned
Melanie Medina	Biological Science Faculty	Science and Mathematics	July 31, 2026	Resigned
Richard Burns	College Success Coach	Talent Search	July 31, 2026	Contract Not Renewed
Robert Joseph	Innovation Hub Coordinator	Innovation Hub	July 31, 2026	Resigned
Sarah Chapman	Teacher	Tallahassee Collegiate Academy	July 31, 2026	Resigned
Suzanne Ferrell-Locke	Math Faculty	Science and Mathematics	July 31, 2026	Resigned
Traci Mulitsa	Regional Civics Literacy Captain	DOE, Sponsored Programs - Civics Literacy	July 31, 2026	Resigned
Veronica Forehand	Office Manager	Social Science	July 31, 2026	Retired

Outside Employment Requests (All Employees)

Name	Position	Department	Employer	Position
LaSophie Norwood	Custodial Services Specialist	FPSI	ABM Industry Corporation	Custodian
Kyle Cooper	Program Specialist - Florida Rebuild	Workforce Development	DoorDash	Food Delivery
Alexandria Turnball	Healthcare Instructor	Workforce Development	HCA Florida Capital	Nurse
Casandra DiBello	Hospitality Office Manager	FPSI	Chick Fil-A	Customer Service
Julie Danforth	Mathematics Faculty	Science and Manathematics	St. John's River College	Adjunct Instructor
Glenn Shellahamer	Simulation and IT Specialist	Healthcare Professions	All About Cats	Pet-Sitter/Caregiver
Ron Larson	Computer Programming Faculty	Applied Aciencie and Technology	The College Board	At-Home Reader
Abdullah Malik	Mathematics Faculty	Science and Manathematics	Lumen OHM	Course Designer
Joseph Hurd	Mathematics Faculty	Science and Manathematics	Consulting/Independent Tutoring	Tutor

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
Bryan Macaluso	Dining Facilities Manager	FPSI	June 1, 2026	Food Service Assistant
Javon Williams	Career and Academic Advisor	Advising	June 1, 2026	Teacher
Hunter Harris	Transfer Student Success Coordinator	Transfer Services	June 3, 2026	College Admissions Recruiter
Henrique Leonardo	Custodial Services Specialist	Facilities	July 1, 2026	Custodial Services Specialist
Jillian Cumbo	Program Manager, Rebuild Florida	Workforce Development	July 1, 2026	Direct Inmate Service Manager
Margaret Stevens	Student Accessibility Advisor	Student Support Services	July 1, 2026	Office Manager

August 17, 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 3 - AW-000000564: Department of Juvenile Justice Staffing 07/01/2023 (version 3)

(To provide contracted staff responsible for the development and maintenance of curricula for basic and in-service training of direct care staff employed by the Florida Department of Juvenile Justice and private providers).

This amendment provides an End Date Extension and Budget Increase. This amendment provides an extension until June 30, 2029, for a total award amount of \$8,048,165.22 containing an indirect amount of \$988,371.19.

AW-000000783: DJJ Sr. Business Intelligence Analyst FY 26/27 07/01/2026 (version 0)

(To provide a database management consultant to collect, maintain, analyze, and report data utilizing a variety of databases that provide electronic storage of confidential youth offender information)

This award is active 07/01/2026 – 06/30/2027 for a total award amount of \$162,816.24 containing an indirect amount of \$22,794.27.

AW-000000784: Adults with Disabilities (AWD) 25/26 07/01/2025 (version 0)

(To provide support for the Recreational Program for Adults with Disabilities (RAPAD) in Gadsden, Leon and Wakulla counties. RAPAD will be conducted through a partnership with the Florida Disabled Outdoor Association and the Center for Independent Living of North Florida).

This award is active 07/01/2026 – 06/30/2027 for a total award amount of \$25,000.00 containing no indirect.

Note: TSC did not receive the final approval from FDOE until May-2026

AW-000000785: FCSAA Florida College System Activities Association FY 26/27 07/01/2026 (version 0)

(To provide a contracted staff position for the Executive Director to administer and develop the Florida College System Activities Association state program).

This award is active 07/01/2026 – 06/30/2027 for a total award amount of \$196,597.73 containing and no indirect.

AW-000000786: FDLE Region 3 FY 26/27 07/01/2026 (version 0)

(To provide Criminal Justice Standards and Training Commission approved advanced and specialized training courses through Florida Public Safety Institute for law enforcement officers).

This award is active 07/01/2026 – 06/30/2027 for a total award amount of \$115,642.44 containing and indirect amount of \$5,782.00.

AW-000000787: FDLE Region 15 FY 26/27 07/01/2026 (version 0)

(To provide Criminal Justice Standards and Training Commission approved advanced and specialized training courses through Florida Public Safety Institute for local law enforcement officers).

This award is active 07/01/2026 – 06/30/2027 for a total award amount of \$289,745.72 containing and indirect amount of \$14,487.00.

II. Commitments, Expenditures, Contracts for Service

None at this time.

Recommended Action

Authorize funding for the awards and contracts as presented.

August 17, 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:

- September 17: President's Circle Reception, 5:30 - 7:00 pm, TSC Innovation Hub

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 26-27

April 1, 2026 - July 31, 2026

		YTD 24/25	YTD 25/26	YTD 26/27
TSC Foundation	Total Received	\$401,707	\$255,476	\$344,750
	Facility Support	\$3,164	\$20,288	\$120
	Program Support	\$108,019	\$120,346	\$132,054
	Scholarship Support	\$200,940	\$52,941	\$115,291
	Unrestricted Support	\$89,584	\$61,902	\$97,285
	Net Assets	\$24,922,467	\$29,037,507	\$32,964,858

		YTD 24/25	YTD 25/26	YTD 26/27
TSC Foundation	Number of Donors	424	366	486
	Number of Gifts	1231	1310	1549

		YTD 24/25	YTD 25/26	YTD 26/27
TSC Foundation	Total Received for Alumni	\$24,050	\$2,633	\$49,915
	Number of Donors	702	65	74
	Number of Gifts	257	262	281

		YTD 24/25	YTD 25/26	YTD 26/27
\$	Cash	\$401,707	\$255,716	\$344,750
	Gifts in Kind	\$0	\$0	\$0
	Total Raised - Pledges Received	\$30,221	\$0	\$0
	Planned Gifts Confirmed	1	0	0
	Planned Gift Amount	\$1,000,000	\$0	\$0
	Grants Applied For			26
	Grants Received			\$145,000
	Pledges Expected by March 31, 2027			\$535,085

The Foundation's Fiscal Year is April - March

August 17, 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: General Education Institutional Review Certification

Item Description

This item presents the results of the annual review of the College's general education course inventory for 2027-2028.

Overview and Background

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

The College's general education state core and institution core courses were reviewed by faculty for statutory compliance. The recommendation is to remove one course from general education because the course is no longer being offered due to low enrollment. Additionally, the College is proposing to add several courses to general education to provide alignment with courses needed for students to transfer to the local universities. This item provides the detailed report, prepared on the Florida Department of Education's required template, to meet the statutory requirement.

Funding/ Financial Implications

There are no financial implications.

Past Actions by the Board

The Board annually approves this report.

Recommended Action

Approve the College's list of general education courses for 2027-2028.

Certification Form

Academic Year 2027-28 General Education Courses

Please email signed form to Articulation@fldoe.org no later than September 1, 2026.

Dear Commissioner Mack,

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

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

Tallahassee State College

Institution

FCS/SUS President Signature

Board of Trustee Signature

Date

Date

Date Approved by the Board of Trustees

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

Prefix	Level	Course Number	Lab	Course Title	Credit	General Ed Core Discipline Area	General Ed Discipline Area	Course Review Status	General Education Updates	Total # Institutions Offering Course	Included in 2026-27 Gen Ed List	Last Semester & Year Course Taught	Summary of Changes
AMH	2	010		HISTORY OF THE UNITED STATES I	3	Social Science	Social Science	No Updates		40	Yes	Summer 2026	
AMH	2	020		HISTORY OF THE UNITED STATES II	3	Social Science	Social Science	No Updates		40	Yes	Summer 2026	
ANT	2	000		INTRODUCTION TO ANTHROPOLOGY	3	Social Science	Social Science	No Updates		30	Yes	Summer 2026	
ARH	2	000		ART APPRECIATION	3	Humanities	Humanities	No Updates		38	Yes	Summer 2026	
ARH	2	050		ART HISTORY - PREHISTORY THROUO	3		Humanities	No Updates		32	Yes	Summer 2026	
ARH	2	051		ART HISTORY - RENAISSANCE THROU	3		Humanities	No Updates		29	Yes	Summer 2026	
AST	1	002		INTRODUCTION TO ASTRONOMY	3	Natural Science	Natural Science	No Updates		39	Yes	Summer 2026	
BSC	1	005		INTRO TO BIOLOGICAL SCIENCES	3	Natural Science	Natural Science	No Updates		39	Yes	Summer 2026	
BSC	2	010		BIOLOGY FOR SCI MAJOR I	3	Natural Science	Natural Science	No Updates		40	Yes	Summer 2026	
BSC	2	085		ANATOMY AND PHYSIOLOGY I	3	Natural Science	Natural Science	No Updates		35	Yes	Summer 2026	
BSC	2	011		BIOLOGY FOR SCIENCE MAJORS II	3		Natural Science	No Updates		32	Yes	Summer 2026	
CHM	1	020		CHEMISTRY FOR GENERAL EDUCATIO	3	Natural Science	Natural Science	No Updates		32	Yes	Spring 2026	
CHM	1	045		GENERAL CHEMISTRY I	3	Natural Science	Natural Science	No Updates		40	Yes	Summer 2026	
CHM	1	032		GENERAL CHEMISTY FOR ALLIED HEA	3		Natural Science	No Updates		14	Yes	Summer 2026	
DEP	2	004		HUMAN DEVELOPMENT:BIRTH TO SE	3		Social Science	No Updates		21	Yes	Summer 2026	
ECO	2	013		PRINCIPLES OF ECONOMICS: MACRO	3	Social Science	Social Science	No Updates		39	Yes	Summer 2026	
ECO	2	023		PRINCIPLES OF ECONOMICS: MICRO	3		Social Science	No Updates		28	Yes	Summer 2026	
ENC	1	101		COLLEGE COMPOSITION	3	Communications	Communications	No Updates		39	Yes	Summer 2026	
ENC	1	102		ARGUMENT AND PERSUASION	3		Communications	No Updates		37	Yes	Summer 2026	
ESC	1	000		EARTH & ITS ENVIRONMENT	3	Natural Science	Natural Science	No Updates		30	Yes	Summer 2026	
EUH	1	000		WESTERN CIVILIZATION I	3		Social Science	No Updates		15	Yes	Fall 2025	
EUH	1	001		WESTERN CIVILIZATION II	3		Social Science	No Updates		12	Yes	Spring 2026	
EVR	1	001		INTRODUCTION TO ENVIRONMENTAL	3	Natural Science	Natural Science	No Updates		38	Yes	Summer 2026	
GEA	2	000		WORLD REGIONAL GEOGRAPHY	3		Social Science	No Updates		15	Yes	Spring 2026	
GLY	2	010		INTRODUCTION TO GEOLOGY	3	Natural Science	Natural Science	No Updates		30	Yes	Spring 2026	
HUM	2	020		INTRODUCTION TO THE HUMANITIES	3	Humanities	Humanities	No Updates		38	Yes	Summer 2026	
HUM	2	210		HUMANITIES OF THE WORLD: PREHIS	3		Humanities	No Updates		16	Yes	Summer 2026	
HUM	2	230		HUMANITIES OF THE WORLD: SIXTEE	3		Humanities	No Updates		17	Yes	Summer 2026	
INR	2	002		INTERNATIONAL RELATIONS	3		Social Science	No Updates		21	Yes	Summer 2026	
LIT	2	000		INTRODUCTION TO LITERATURE	3	Humanities	Humanities	No Updates		33	Yes	Summer 2026	
MAC	1	105		COLLEGE ALGEBRA	3	Mathematics	Mathematics	No Updates		40	Yes	Summer 2026	
MAC	2	311		CALCULUS WITH ANALYTIC GEOMETR	3	Mathematics	Mathematics	No Updates		40	Yes	Summer 2026	
MAC	1	114		TRIGONOMETRY	3		Mathematics	No Updates		33	Yes	Summer 2026	
MAC	1	140		PRECALCULUS ALGEBRA	3		Mathematics	No Updates		31	Yes	Summer 2026	
MAC	2	233		CALCULUS FOR MANAGEMENT	3		Mathematics	No Updates		37	Yes	Summer 2026	
MAC	2	312		CALCULUS WITH ANALYTIC GEOMETR	5		Mathematics	No Updates		36	Yes	Summer 2026	
MAC	2	313		CALCULUS WITH ANALYTIC GEOMETR	4		Mathematics	No Updates		27	Yes	Summer 2026	
MAP	2	302		DIFFERENTIAL EQUATIONS I	3		Mathematics	No Updates		23	Yes	Spring 2026	
MET	1	010		METEOROLOGY	3		Natural Science	No Updates		16	Yes	Summer 2026	
MGF	1	130		MATHEMATICAL THINKING	3	Mathematics	Mathematics	No Updates		39	Yes	Summer 2026	
MGF	1	131		MATHEMATICS IN CONTEXT	3		Mathematics	No Updates		32	Yes	Summer 2026	
MUL	2	010		MUSIC APPRECIATION	3	Humanities	Humanities	No Updates		38	Yes	Summer 2026	
OCE	1	001		INTRODUCTORY OCEANOGRAPHY	3	Natural Science	Natural Science	No Updates		32	Yes	Summer 2026	
PHI	2	010		PHILOSOPHY	3	Humanities	Humanities	No Updates		39	Yes	Summer 2026	
PHI	2	100		INTRODUCTORY LOGIC	3		Humanities	Removed from General Education		12	Yes	Spring 2026	Remove course from general education; offer as elective
PHI	2	600		ETHICS	3		Humanities	No Updates		24	Yes	Summer 2026	
PHY	1	020		FUNDAMENTALS OF PHYSICS	3	Natural Science	Natural Science	No Updates		33	Yes	Spring 2026	
PHY	2	048		GENERAL PHYSICS I	3	Natural Science	Natural Science	No Updates		40	Yes	Summer 2026	
PHY	2	053		COLLEGE PHYSICS I	3	Natural Science	Natural Science	Updated	Course Title	41	Yes	Fall 2025	Changed course title and course level
POS	1	041		NATIONAL GOVERNMENT	3	Social Science	Social Science	No Updates		40	Yes	Summer 2026	
POS	1	112		STATE AND LOCAL GOVERNMENT	3		Social Science	No Updates		16	Yes	Summer 2026	
PSY	2	012		GENERAL PSYCHOLOGY	3	Social Science	Social Science	No Updates		40	Yes	Summer 2026	
SPC	2	608		PUBLIC SPEAKING	3		Communications	No Updates		29	Yes	Summer 2026	
STA	2	023		INTRODUCTORY STATISTICS	3	Mathematics	Mathematics	No Updates		41	Yes	Summer 2026	
THE	2	000		THEATRE APPRECIATION	3	Humanities	Humanities	No Updates		36	Yes	Summer 2026	

Statewide Course Numbering System
General Education Course Report

Prefix	Level	Course Number	Lab	Course Title	Credit	General Ed Core Discipline Area	General Ed Discipline Area	Course Review Status	General Education Updates	Total # Institutions Offering Course	Included in 2026-27 Gen Ed List	Last Semester & Year Course Taught	Summary of Changes
WOH	2	012		HISTORY OF CIVILIZATION I	3		Social Science	No Updates		20	Yes	Fall 2025	
WOH	2	022		HISTORY OF CIVILIZATION II	3		Social Science	No Updates		23	Yes	Spring 2026	
BSC	2	086		ANATOMY AND PHYSIOLOGY II	3		Natural Science	Addition to GE for 27-28 Academic Year		27	No	Summer 2026	Added to DOE's general education list
CHM	1	046		GENERAL CHEMISTRY II	3		Natural Science	Addition to GE for 27-28 Academic Year		28	No	Summer 2026	Added to general education
PHY	2	049		GENERAL PHYSICS II	3		Natural Science	Addition to GE for 27-28 Academic Year		31	No	Summer 2026	Added to general education
PHY	2	054		COLLEGE PHYSICS II	3		Natural Science	Addition to GE for 27-28 Academic Year		30	No	Spring 2026	Added to general education; changed course title and course level
MAC	1	105	C	COLLEGE ALGEBRA WITH COREQUIS	4	Mathematics	Mathematics	Addition to GE for 27-28 Academic Year		11	No	Summer 2026	Currently general education but needed to be added to the official general education database
ENC	1	101	C	COLLEGE COMPOSITION WITH CORE	3	Communications	Communications	Addition to GE for 27-28 Academic Year		3	No	Summer 2026	Currently general education but needed to be added to the official general education database

August 17, 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: Fund Analysis - July

Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of 7/31/2026.

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 July is attached to this item.

Past Actions by the Board

For information only, no Board action required.

Funding/ Financial Implications

The College continues to be in sound financial condition.

Recommended Action

For information only, no Board action required.

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

REVENUE	July Actual	Month Budget	YTD Actual	YTD Budget	Annual Budget	% of YTD Budget
Student Fees	12,374,070	2,473,464	12,374,070*	2,473,464	29,681,568	42%
State Support	3,425,941	4,039,878	3,425,941	4,039,878	48,478,538	7%
Federal Support	68,764	45,833	68,764	45,833	550,000	13%
Other Revenue	180,770	170,833	180,770	170,833	2,050,000	9%
TOTAL REVENUE	16,049,545	6,730,009	16,049,545	6,730,009	80,760,106	20%
EXPENSES	July Actual	Month Budget	YTD Actual	YTD Budget	Annual Budget	% of YTD Expenses
<u>PERSONNEL COSTS</u>						
Administrative	286,892	291,667	286,892	291,667	3,500,000	8%
Instructional	1,581,413	1,500,000	1,581,413	1,500,000	18,000,000	9%
Non-Instructional	1,620,149	1,583,333	1,620,149	1,583,333	19,000,000	9%
OPS	730,938	583,333	730,938	583,333	7,000,000	10%
Personnel Benefits	1,566,816	1,371,676	1,566,816	1,371,676	16,460,106	10%
TOTAL PERSONNEL COSTS	5,786,208	5,330,009	5,786,208	5,330,009	63,960,106	9%
<u>CURRENT EXPENSES</u>						
Services	722,925	370,169	722,925	370,169	4,442,031	16%
Material & Supplies	165,233	278,927	165,233	278,927	3,347,123	5%
Other Current Charges	1,493,899	767,571	1,493,899	767,571	9,210,846	16%
TOTAL CURRENT EXPENSES	2,382,057	1,416,667	2,382,057	1,416,667	15,300,000	16%
CAPITAL OUTLAY	10,000	125,000	10,000	125,000	1,500,000	1%
TOTAL EXPENSES	\$ 8,178,265	\$ 6,871,676	\$ 8,178,265	\$ 6,871,676	\$ 80,760,106	10%

* Revenues for 'Student Fee' total reflect the recorded tuition revenue of registered courses as of July 31, 2026, prior to the drop/add period and the actual payment of the courses scheduled for August.

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

Issued in July 2026

Purchase Order	Date Issued	Supplier	Total PO Amount	Description	Approval/Exemption
PO-026095	7/6/2026	Cheney Brothers, Inc.	215,000.00	Food for FPSI cafeteria	Exemption per FAC 6A-14.0734 (2)(d) - Food.
PO-026145	7/10/2026	Follet Higher Education Group dba TSC Bookstore	100,000.00	Dual Enrollment Textbooks	Exemption per FAC 6A-14.0734 (2)(a) Educational tests, textbooks, instructional materials and equipment, films, filmstrips, video tapes, disc or tape recordings or similar audio-visual materials, graphic and computer based instructional software.
PO-026147	7/10/2026	SHI	258,980.84	MicroSoft License Renewal	NASPO Software Value Added Reseller (SVAR) Contract #: CTR 060028
PO-026185	7/15/2026	City of Tallahassee - Utilities	166,000.00	Ghazvini Center Utilities	Exemption per FAC 6A-14.0734 (2)(e) - Services or commodities available only from a single or sole.
PO-026248	7/22/2026	Hayes e-Governmeny Resources, Inc.	128,004.00	Avaya Phone Rental System (4 Year Contract Extension)	Exemption per FAC 6A-14.0734 (2)(g) - Information technology resources defined as all forms of technology used to create, process, store, and use information in various forms of voice, video and data, that provide direct information technology support consistent with each individual college's information technology plan.
PO-026265	7/27/2026	Department of Management Services	100,000.00	Communication services for the College	Exemption per FAC 6A-14.0734 (2)(g) - Information technology resources defined as all forms of technology used to create, process, store, and use information in various forms of voice, video and data, that provide direct information technology support consistent with each individual college's information technology plan.
PO-026268	7/27/2026	Lumen Learning	100,000.00	Online Homework Manager Courseware and Waymaker Courseware	Exemption per FAC 6A-14.0734 (2)(a) Educational tests, textbooks, instructional materials and equipment, films, filmstrips, video tapes, disc or tape recordings or similar audio-visual materials, graphic and computer based instructional software.
PO-026276	7/27/2026	CareerSource Tampa Bay	240,000.00	Development and delivery of MyJourney Career Success Workshops to DJJ residential facilities	Exemption per FAC 6A-14.0734 (2)(f) - Professional services, including, but not limited to, artistic services, instructional services, health services, academic program reviews, lectures by individuals, attorneys, legal services, auditors, and management consultants.

August 17, 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: Disposal of Property Assets

Item Description

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

Overview and Background

The College has the responsibility to record the College's property assets and conduct an annual inventory for the designated items and to periodically dispose of accumulated surplus property, assets which are obsolete and serve no useful function or their continued use is not economically feasible. These assets may include IT equipment, furniture and vehicles, but not facilities or land.

Florida Statutes (section 274.05) allows a government unit discretion to classify as surplus any of the property assets that meet the description listed above. The College has deemed the items on the following list as surplus in accordance with this statute.

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

Funding/ Financial Implications

There are no funding or financial implications.

Past Actions by the Board

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

Recommended Action

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

Assets for Surplus / Disposal

Asset #	Description	Date Acquired	Purchase Amount	Depreciated Value	Code
BA-000017689	Steam Sterilization Autoclave	9/11/2018	13,767.00	0.00	1
BA-000017990	Portable Electric Motor Control Troubleshooting Learning System	9/20/2021	11,273.35	563.67	3
BA-000017992	Portable AC / DC Electrical Learning System	9/20/2021	6,401.45	320.07	3
BA-000018110	Portable Electric Motor Control Troubleshooting Learning System	8/04/2022	12,066.45	5,027.68	3
BA-000018113	Portable AC / DC Electrical Learning System	8/04/2022	6,741.35	2,808.89	3
BA-000018114	Portable AC / DC Electrical Learning System	8/04/2022	6,741.35	2,808.89	3

Asset Codes:

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

August 17, 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: Agreements/Purchase Orders Over \$325,000

Item Description

This item requests Board approval for the College to enter into contracts for services more than \$325,000.

Overview and Background

In accordance with College policy (6320 – *Purchasing and Contracting for Commodities and Contractual Services*), Board approval is required for contracts involving expenditures of public funds in excess of the threshold amount specified by Florida Statutes 287.017, Category Five. The current threshold for this category is \$325,000.

The following services are exempt from solicitation requirements (FAC 6A-14.0734), but will exceed the Category Five threshold for the fiscal year:

Supplier	Description of Services	Amount
City of Tallahassee	Utilities – Main Campus	\$1,600,000
Talquin Electric	Utilities – FPSI Campus	\$604,000
Govsphere, Inc.	Develop Youth Construction Training Programs	\$420,155
Performance Food Group	Food and Food Products for FPSI	\$550,000

Funding / Financial Implications

These services were budgeted by the College, or are funded by a separate grant.

Past Actions by the Board

No previous actions taken by the Board.

Recommended Action

Authorize the College to enter into the contracts listed in this agenda item.

August 17, 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 months of June and July 2026. No Architect invoices were submitted in the months of April and May 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 - \$17,104.00
BKJ, Inc. Architecture - \$0.00
Clemons, Rutherford & Associates, Inc. - \$15,668.00
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 April 20, 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. 20390.8.6

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 Purchase Order No: PO-016124-1
	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	\$29,120.00	100%	\$0.00	\$29,120.00	\$0.00
	Design Documents	\$87,360.00	100%	\$0.00	\$87,360.00	\$0.00
	Construction Documents	\$101,920.00	100%	\$0.00	\$101,920.00	\$0.00
	Biod / Permitting	\$14,560.00	100%	\$0.00	\$14,560.00	\$0.00
	Construction Administration	\$58,240.00	95%	\$2,912.00	\$43,680.00	\$11,648.00
Line 2	Printing	\$760.00	100%	\$0.00	\$760.00	\$0.00
Line 3	Document Revisions/Modifications	\$25,645.00	100%	\$0.00	\$25,645.00	\$0.00
	GRAND TOTALS	\$317,605.00		\$2,912.00	\$303,045.00	\$11,648.00
Invoice Total						\$11,648.00

CERTIFIED TRUE AND CORRECT BY:



 (Signature of Principal)

Rodney L. Lewis, Principal

 (Typed Name and Title)

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



Change Order

Purchase Order Number	PO-016124 - 1
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 State College 444 Appleyard Drive Tallahassee, FL 32304 United States of America

Comments:
PJ-0401 CFI Exterior Envelope and Staircase - State DM Envelope Architect Fees Contact: Don.Herr@tsc.fl.edu Invoice: Jenny.Shuler@tsc.fl.edu **REF: TCC RFQ 2020-02 Recommendation for Architectural Services; Approved at 2/17/20 BOT Meeting** CHANGE ORDER NO. 1 - Adding new Line#3 in the amount of \$25,645.00 for additional services as outlined in attached proposal. NEW PO TOTAL: \$317,605.00

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

Currency	Total Lines Amount	Total Tax Amount	Total PO Amount
USD	317,605.00	0.00	317,605.00

Director of Procurement and Auxiliary Services
Dustin Frost

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



Change Order

Purchase Order Number	PO-016124 - 1
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 Exterior Envelope Improvements. Scope Includes: Design, documentation, permitting and construction administration of new exterior envelope improvements to the entire exterior (with exception of the stair towers) of the building located at TCC's Site 4 Campus, 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. Re-establishment of the building envelope and air/water barrier. 3. New door and window systems 4. New shading devices 5. New exterior masonry along base of building 6. New exterior finish systems 7. 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**				291,200.00
2		Additional Services - Printing				760.00

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



Change Order

Purchase Order Number	PO-016124 - 1
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
3		Additional architectural services for the TSC CFI Exterior Envelope Improvements Project as per attached proposal August 12, 2024. Scope: This effort consists of a second round of Owner requested revisions to the design and previously completed documentation for the exterior envelope improvements (with exception of the stair towers) of the TCC Center for Innovation located at 300 W. Pensacola Street. General revisions are expected to include the following: 1. Revised demolition drawings 2. Removal of attachment details for Lower Level and Plaza Level rain-screen. 3. Removal of rain-screen systems from the design and only recoating of existing EIFS @ all floor levels (with exception of west wall). - West wall to maintain replacement of existing barrier EIFS with water managed EIFS. 4. Modified canopy details over Plaza Level window systems. 5. Modified fenestration type/ details 6. Modified wall finish details 7. New exterior finish schedule / concept 8. New exterior flashing details 9. Modified extent of lighting and associated detailing 10. Modified lighting location/ attachment at Plaza Level wall area Our previous agreement for Bidding and Construction Administration phases will remain as is. Our original team for this effort remains and includes H2 Engineering for Mechanical, Plumbing, Electrical and Fire Protection Engineering efforts and Bliss Nyitray Engineering for Structural Engineering.				25,645.00

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



Change Order

Purchase Order Number	PO-016124 - 1
Purchase Order Date	08/18/2022
Payment Terms	Net 30
Requestor	Jenny Shuler
Phone Number	(850) 201-6200

Messages

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

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

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

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

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

INVOICE NO. 20390.9.6

TO:  TSC TALLAHASSEE STATE COLLEGE	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 Purchase Order No: PO-016125
	FROM:  ALW Architects Lewis - Whitebeck	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	100%	\$0.00	\$16,368.00	\$5,456.00
Line 2	Printing	\$535.00	100%	\$0.00	\$535.00	\$0.00
	GRAND TOTALS	\$109,655.00			\$104,199.00	\$5,456.00
Invoice Total						\$5,456.00

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

Page 2 of 2

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.



CLEMONS, RUTHERFORD & ASSOCIATES, INC.

ARCHITECTS ■ PLANNERS ■ INTERIOR DESIGNERS ■ CONSTRUCTION MANAGERS

2027 Thomasville Road, Tallahassee, FL 32308
p: 850-385-6153 ■ f: 850-386-8420

105 South Broad Street, Thomasville, GA 31792
p: 229-228-5016 ■ f: 229-228-0509

www.craarchitects.com

June 24, 2026

Project No: 22041.00

Invoice No: 17434

TALLAHASSEE COMMUNITY COLLEGE
ATTN: ACCOUNTS PAYABLE
444 APPELYARD DRIVE
TALLAHASSEE, FL 32304-2895

Project 22041.00 TCC 15KV ELECTRICAL INFRASTRUCTURE

PURCHASE ORDER# PO-015653

Professional Services from March 01, 2026 to May 31, 2026

Fee

Billing Phase	Fee	Percent Complete	Earned
DESIGN PHASE SERVICES	140,210.00	100.00	140,210.00
BIDDING PHASE SERVICES	7,095.00	100.00	7,095.00
CONSTRUCTION PHASE SERVICES	39,170.00	70.00	27,419.00
PRE-DESIGN SERVICES MEASURED DRAWINGS	4,800.00	100.00	4,800.00
POST DESIGN SERVICES RECORD DRAWINGS	4,130.00	0.00	0.00
ADD SERVICE#1 - LIMITED SCOPE 'A'	35,512.50	100.00	35,512.50
Total Fee	230,917.50		215,036.50
		Previous Fee Billing	199,368.50
		Current Fee Billing	15,668.00
		Total Fee	15,668.00
		Total this Invoice	\$15,668.00

Billings to Date

	Current	Prior	Total
Fee	15,668.00	199,368.50	215,036.50
Totals	15,668.00	199,368.50	215,036.50

August 17, 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 – JULY & AUGUST 2026

MAIN – M - SITE 1 CAMPUS

TSC PROJECT#	TASK / PROJECT NAME	%COMPLETE	DUE DATE	NOTES / STATUS
PJ-0374	State DM - 15KV Electrical Underground Infrastructure	90%	August 2026	Install in progress
PJ-0534	SMA 140 - Classroom Renovations	5%	TBD	TBD
TBD	Athletic Gym Bleacher Replacement	0%	TBD	Obtaining quotes
TBD	Rec Gym Floor Replacement	0%	TBD	Obtaining quotes
TBD	Athletic Gym Floor Replacement	0%	TBD	Scheduled FY 26/27
PJ-0527	Replace Campus Bench Seating	100%	July 2026	Complete
N/A	Replace Wooden Handrails	95%	August 2026	In house
N/A	Resurface Pat Thomas Blvd.	5%	TBD	Scheduled FY 26/27
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 1,033,802 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 51,690 lbs. of CO2 emissions into atmosphere

GADSDEN SERVICE CENTER – GSC - SITE 2 CAMPUS

TSC PROJECT#	TASK / PROJECT NAME	%COMPLETE	DUE DATE	NOTES / STATUS
NEW	Gadsden Service Center Bldg#4	5%	TBD	DAG Approved – Design underway. CMAR RFQ – Advertised 8/4/26 DUE 9/16/26
TSC PROJECT#	SUSTAINABILITY	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Hydration Stations	Continuous	On-going	Prevented 3,021 Plastic Bottles from going to landfills
N/A	CO2 Avoidance	Continuous	On-going	Prevented 151 lbs. of CO2 emissions into atmosphere

FLORIDA PUBLIC SAFETY INSTITUTE – FPSI - SITE 3 CAMPUS

TSC PROJECT#	TASK / PROJECT NAME	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	FPSI Stormwater Retention Pond#1	100%	July 2026	Complete
N/A	FPSI Stormwater Retention Pond#2	5%	TBD	Researching
N/A	Dining Hall Outside Air Unit (OAU)	95%	August 2026	In progress
N/A	Dining Hall Boiler Replacement	100%	August 2026	Complete
N/A	Housing Bldg. Boiler Replacement	5%	December 2026	In progress
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	20%	TBD	Construction underway
N/A	Driving Track Resurface	5%	TBD	Researching
N/A	Cell Tower	5%	TBD	Researching
TSC PROJECT#	SUSTAINABILITY	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Hydration Stations	Continuous	On-going	Prevented 366,525 Plastic Bottles from going to landfills
N/A	CO2 Avoidance	Continuous	On-going	Prevented 18,326 lbs. of CO2 emissions into atmosphere

CENTER FOR INNOVATION – CFI - SITE 4 CAMPUS

TSC PROJECT#	TASK / PROJECT NAME	%COMPLETE	DUE DATE	NOTES / STATUS
PJ-0423	State DM - CFI Exterior Envelope (Walls & Windows)	99%	August 2026	Project underway
PJ-0424	State DM - CFI Exterior Staircases	99%	August 2026	Project underway
TBD	Phase I Remodel 108-114	10%	September 2026	Researching
TSC PROJECT#	SUSTAINABILITY	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Hydration Stations	Continuous	On-going	Prevented 20,096 Plastic Bottles from going to landfills
N/A	CO2 Avoidance	Continuous	On-going	Prevented 1,005 lbs. of CO2 emissions into atmosphere

GHAZVINI CENTER FOR HEALTHCARE EDUCATION – GCHE - SITE 5 CAMPUS

TSC PROJECT#	TASK / PROJECT NAME	%COMPLETE	DUE DATE	NOTES / STATUS
TBD	Chiller Repairs Module #3	5%	DMP	Reviewing
TBD	Chiller Repairs Module #5	5%	DMP	Reviewing
TSC PROJECT#	SUSTAINABILITY	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Hydration Stations	Continuous	On-going	Prevented 79,639 Plastic Bottles from going to landfills
N/A	CO2 Avoidance	Continuous	On-going	Prevented 3,982 lbs. of CO2 emissions into atmosphere

WAKULLA ENVIRONMENTAL INSTITUTE – WEI - SITE 6 CAMPUS

TSC PROJECT#	TASK / PROJECT NAME	%COMPLETE	DUE DATE	NOTES / STATUS
PJ-0557	Pole Barn FFE	100%	June 2026	Complete
TBD	AG Pole Barn – Enclose	5%	TBD	Researching
TBD	New WEI Building#3	5%	TBD	Awaiting EDA notification
TBD	WEI Building#2 Repairs	5%	August 2026	A/E Required
TBD	Irrigation Well	5%	TBD	Costing underway
TSC PROJECT#	SUSTAINABILITY	%COMPLETE	DUE DATE	NOTES / STATUS
N/A	Hydration Stations	Continuous	On-going	Prevented 10,475 Plastic Bottles from going to landfills
N/A	CO2 Avoidance	Continuous	On-going	Prevented 524 lbs. of CO2 emissions into atmosphere

August 17, 2026

MEMORANDUM

TO: Jim Murdaugh, Ph.D.
President

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

SUBJECT: College Application Fee

Item Description

This agenda item requests approval to implement an application fee. For all individuals applying to attend Tallahassee State College, an application fee of \$30 is requested.

Overview and Background

Florida Statute 1009.23(12)(a) authorizes Florida College System (FCS) institutions to establish specific user fees, which include application fees. Currently, individuals completing an application to attend TSC do not pay an application fee. A poll of the FCS institutions found that there are 23 of the 28 institutions within the Florida College System that assess an application fee. Fees range from \$25 to \$300 with variation by school and program.

Implementation of an application fee has many benefits for the College. A modest application fee would serve to defray part of the administrative cost of reviewing applications.

Another beneficial element of an application fee will be its benefit in assisting the College in deterring fraudulent applications. As with all higher education institutions, the College is experiencing a surge of fraudulent applications primarily designed to steal financial aid. These fraudulent applications, particularly come from automated submissions and AI generated applications and require resources to identify such applications, purge false data and to protect student and employee data from unlawful activity.

Dual enrollment applicants will be exempt from the application fee. Students with demonstrated financial need would be exempt.

Funding/ Financial Implications

This fee would potentially generate \$500,000 in revenue for College operations.

Recommended Action

Board approval of the Application Fee of \$30

August 17, 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: User Fees for Student Transcripts

Item Description

This agenda item requests approval to increase the user fees for an official student transcript. For students or former students requesting a copy of their transcripts, the College is requesting a \$10 fee be applied to the current fee of \$6.33 currently charged and retained by the third-party provider.

There is no charge for an unofficial transcript.

Overview and Background

Florida Statute 1009.23(12)(a) authorizes Florida College System (FCS) institutions to establish specific user fees, which include user fees for issuing official transcripts. Currently, individuals requesting a copy of their transcript pay a fee to a third-party provider, but the College does not collect an administrative fee for transcript requests. A poll of the FCS institutions presented there are 20 institutions within the Florida College System that assess a fee for transcripts. Fees range from \$5 to \$20 with variation by school.

A modest transcript fee would serve to defray part of the administrative cost of archiving and retaining records in addition to preparing transcripts upon request.

These fees would only be assessed upon request by a student or former student for an official transcript.

Funding/ Financial Implications

This fee would potentially generate \$150,000 in revenue for College operations.

Recommended Action

Approve a Transcript Fee of \$10 per official transcript request.

August 17, 2026

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Steve Nettles, Ph.D.
Vice President for Institutional Effectiveness

SUBJECT: The District Board of Trustees 2026 Board Self-Evaluation

Item Description

The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), as the accrediting agency for Tallahassee State College, requires Boards to define and regularly evaluate their responsibilities and expectations. In accordance with SACSCOC requirements, the members of the District Board of Trustees have completed the 2026 Board Self-Evaluation Survey.

Overview and Background

The attached summary of the results of the 2026 Board Self-Evaluation reflects input from members of the District Board of Trustees. The summary is presented for Board consideration and discussion, with goals of:

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

Funding/ Financial Implications

There are no funding/financial implications.

Past Actions by the Board

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

Recommended Action

Recommended that the District Board of Trustees of Tallahassee State College acknowledge and accept the results of the 2026 Board Self-Evaluation as presented.

2026 Board Self-Evaluation
The District Board of Trustees of Tallahassee State College

5 = Excellent 4 = Above Average 3 = Average 2 = Below Average 1 = Unsatisfactory		DBOT AVERAGE RATING
		(TOTAL DBOT POINTS)
The Board ensures the College provides accurate and timely information in order to perform Board responsibilities and make decisions.		4.80
		(24)
The Board ensures that the College allocates institutional financial resources for programs and services in a legal and competitive manner.		5.00
		(25)
The Board supports TSC's programs and activities by attending College events.		5.00
		(25)
The Board focuses on policy issues, not on administrative matters.		4.60
		(23)
The Board ensures the financial resources of the College are being used to provide sound educational programs by reviewing monthly fund analysis reports and approving the annual operating budget.		4.80
		(24)
The Board is regularly informed of changes in state policies and statutes, and recommended responses and actions of the state college system.		4.80
		(24)
The Board regularly reviews TSC's mission and strategic plan.		4.80
		(24)
The Board has a comprehensive understanding of the needs of the College's service district.		4.60
		(23)
The Board informs the President of community contacts, involvement and issues.		4.40
		(22)

The Board is knowledgeable about TSC's educational programs and services.	4.80
	(24)
The Board stays current on social, economic, and educational trends that affect the College.	4.60
	(23)
The Board helps inform the community of the College's needs.	4.40
	(22)

Table 1. In terms of both structure and focus, what are the strengths of the Board?

One of the Board's greatest strengths is that it provides strategic oversight while allowing the President and college administration to manage the day-to-day operations. That balance promotes accountability without micromanagement. I also appreciate the diverse professional backgrounds represented on the Board. Members bring experience from business, education, healthcare, law, and community leadership, which leads to well-rounded discussions and thoughtful decision-making.

TSC's District Board of Trustees are all decorated local leaders that truly care about the success of the college and students.

The board is a professionally managed, policy focused board that has great integrity.

We respect one another as Board members and support the Administration, Faculty and Staff for the betterment of the students at TSC

The board is fully aligned with the strategic plan and monitors its engagement and implementation. Also, it has effective communication and participation

Table 2. In what areas is the Board most in need of assistance, support, or training to better perform its responsibilities?

I think the Board should continue strengthening its understanding of Florida's evolving workforce needs, the responsible use of artificial intelligence, cybersecurity, and accountability measures. Continued trustee education in those areas, combined with regular governance training, helps ensure the Board remains focused on fiscal stewardship, student outcomes, and the preparation of graduates for the needs of Florida's economy.

Prioritizing meeting agenda structure so that meetings flow in a productive manner.

I believe more communication regarding the college issues that may rise to board level issues, public issues or local business priorities would be helpful.

The Board of Trustees perform its responsibilities well at TSC

The board is fully engaged and is an effective Body. I do not see any in need of assistance or additional training.

Overall Board Rating

- Total points across all 12 questions = **287**
- Maximum possible points = **300** (12 questions × 5 respondents × 5 points)
- Overall average = **287 ÷ 60 = 4.78** out of 5.00

2026 – 2027 Schedule of Business Meetings and Workshops

August 17, 2026	2:30 Business Meeting and Workshop	Herb F. Morgan Room Administration Building
September 21, 2026,	2:30 Business Meeting and Workshop	Wakulla Environmental Institute
October 19, 2026,	2:30 Business Meeting and Workshop	Herb F. Morgan Room, Administration Building
November 16, 2026	2:30 Business Meeting and Workshop	Florida Public Safety Institute
December – No Meeting	Campus closed December 16 to January 1. Reopens January 4, 2027.	
*January 19, 2027	2:30 Business Meeting and Workshop	Center for Innovation
February 15, 2027	2:30 Business Meeting and Workshop	Herb F. Morgan Room, Administration Building
**March 22, 2027	2:30 Business Meeting and Workshop	Center for Innovation
April 19, 2027	2:30 Business Meeting and Workshop	Center for Innovation
May 17, 2027	2:30 Business Meeting and Workshop	Ghazvini Center for Healthcare Education
June 21, 2027	2:30 Business Meeting and Workshop	Herb F. Morgan Room, Administration Building
July – No Meeting		

*Moved to Tuesday, January 19, 2027, due to Martin Luther King Jr.'s birthday; the campus is closed.

**Spring Break: March 15-19, 2027. The campus is closed.

Florida Public Safety Institute, 75 College Drive, Havana, FL. 32333

Ghazvini Center for Healthcare Education, 1528 Surgeons Drive, Tallahassee, FL. 32308

Center for Innovation, 350 South Duval, Tallahassee, FL. 32301

Wakulla Environmental Institute, 170 Preservation Way, Crawfordville, FL. 32327

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

Chair and Chair Elect Nominations:

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

A Board member makes the nominations.

After all nominations are made the Chair responds:

I will entertain a motion that _____ and

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

Motion by Board member

Second

Vote

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