


February 1, 2022

MEMORANDUM

TO: Florida State College at Jacksonville
District Board of Trustees

FROM: John Avendano, Ph.D. 
College President

RE: February 2022 Board Agenda

Enclosed please find materials in support of the February 8, 2022, Board meeting.

All meetings of the Board will be held at the College's Advanced Technology Center, 401 West State Street, Jacksonville, FL 32202.

The Board Workshop on the topic listed below will convene from noon – 1 p.m. in Room T-140. The Board regular meeting will begin at 1 p.m., Rooms T-140 & 141.

- FSCJ Program Overview: Engineering & Industry

Should you have any questions, or if you are unable to attend one or both of the meetings, please let me know.

**Florida State College at Jacksonville
District Board of Trustees
Regular Meeting
A G E N D A
February 8, 2022 – 1 p.m.
Advanced Technology Center, Rooms T-140 & 141**

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

COMMENTS BY THE PUBLIC

The District Board of Trustees welcomes comments before the Board relating to matters under the Board's consideration during today's meeting. Please note that consideration of the Action Items will also constitute a public hearing under the Administrative Procedures Act. Any comments regarding Board Rules under consideration today, should also be made at this time. Those who wish to address the Board are required to complete a Public Comment Request form* prior to the meeting. Requestors will be called upon by the Board Chair. Comments are limited to three minutes per person, and the Board is not required to respond.

MINUTES OF THE NOVEMBER 9, 2021, DISTRICT BOARD OF TRUSTEES FINANCE & AUDIT COMMITTEE QUARTERLY MEETING (p. 414-416)

MINUTES OF THE NOVEMBER 9, 2021, DISTRICT BOARD OF TRUSTEES WORKSHOP (p. 417-420)

MINUTES OF THE NOVEMBER 9, 2021, DISTRICT BOARD OF TRUSTEES REGULAR MEETING (p. 421-436)

REPORT OF THE COLLEGE PRESIDENT

STRATEGIC PROGRAMMATIC DISCUSSION

CONSENT AGENDA

Trustees may remove any item from the Consent Agenda for individual consideration under Action Items.

1. Administration: Board Rules – Non-Substantive Changes and Review (p. 437-440)
2. Purchasing: Property Insurance (p. 441)
3. Purchasing: Roof Repair & Replacement Delivery Order Contracting Services (p. 442)

ACTION ITEMS

1. Approval of Consent Agenda (p. 443)
2. Administrative Procedure Act – Board Rules, Section 9 – Instruction (p. 444-445)
3. Administrative Procedure Act – Board Rules, Section 10 – Educational Support Services (p. 446-449)
4. Administrative Procedure Act – Board Rules, Section 11 – Student Support Services (p. 450-453)
5. Administrative Procedure Act – Board Rules, Section 12 – Staff and Program Development (p. 454-455)
6. Purchasing: Collegewide 5-Year Master Plan (p. 456)
7. Finance: Fees and Charges (p. 457-458)
8. Academic Affairs: Academic Calendar, 2022-2023 (p. 459-460)
9. Academic Affairs: Activation of Financial Technology (FinTech) Advanced Technical Certificate (p. 461)
10. Academic Affairs: Inactivation of Associate in Science in Ophthalmic Technician Degree Program (p. 462)

Subject: Regular Meeting
February 8, 2022, Board Agenda
(Continued)

INFORMATION ITEMS

Trustees may request discussion of the Information Items.

- A. Human Resources: Personnel Actions (p. 463-465)
- B. Purchasing: Purchase Orders Over \$195,000 (p. 466-467)
- C. Finance: Investment Reports for Quarter Ended September 30, 2021 (p. 468-508)
- D. Facilities: Change Orders – Dental Clinic Renovation (p. 509-510)
- E. Facilities: Change Orders – Domestic Water Re-Pipe (p. 511-512)
- F. Facilities: Change Orders – Fire Academy Live Fire Training Building (p. 513-514)

REPORT OF THE BOARD CHAIR

REPORTS OF TRUSTEES

REPORT OF THE FINANCE & AUDIT COMMITTEE CHAIR

REPORT OF THE BOARD LIAISON, FSCJ FOUNDATION BOARD OF DIRECTORS

REPORT OF THE ADMINISTRATIVE AND PROFESSIONAL COLLABORATIVE
(Written report provided by Dr. Mark Boese)

REPORT OF THE CAREER EMPLOYEES COUNCIL (Written report provided by
Mr. Matt Wetzel)

REPORT OF THE FACULTY SENATE (Written report provided by Dr. John Woodward)

REPORT OF THE STUDENT GOVERNMENT ASSOCIATION (Report provided by
Ms. Breana White)

NEXT MEETING

The next regular meeting of the Board is scheduled for Tuesday, April 12, 2022, at the College's Administrative Offices, Board Room 405, 1 p.m.

ADJOURNMENT

Florida State College at Jacksonville
District Board of Trustees
Finance & Audit Committee
Minutes of November 9, 2021, Quarterly Meeting
Betty P. Cook Nassau Center, Room T-117, 10:45 a.m.

PRESENT:

D. Hunt Hawkins, Committee Chair
 Roderick D. Odom
 O. Wayne Young
 John Avendano
 Wanda Ford
 Stephen Stanford
 Cleve Warren

ABSENT:

None

CALL TO ORDER:

College President John Avendano, Ph.D. and Committee Chair Hunt Hawkins called the Finance and Audit Committee meeting to order at 10:49 a.m. and welcomed those in attendance.

INFORMATION /
DISCUSSION:A. Enrollment Projections and 2022-23 Budget Outlook

Vice President of Student Services Dr. Linda Herlocker provided an overview of the College's enrollment strategies over the next five years. The College had its first summer open house earlier this year. Many events are planned through the fiscal year to recruit more students through community partnerships, Enrollment Assistance Days, and Financial Aid workshops. A Reenrollment Campaign and Enrollment Pipeline have rolled out. Students are able to apply earlier in the year with the ability to be awarded for financial aid quicker. Student Services has reconnected and strengthened military partnerships, and partnerships with local public and private high schools. The purchase of CRM Element 451 has aided in tracking students who applied, or requested information from the College, and will be used to communicate with potential students quickly. Changes within the next year are mandatory student orientations, assigned advisors, customized schedule creations, one button registration (or option to reject portions of that schedule), and case management.

B. Discussion of Interim Financial Statement

Interim Vice President of Finance and Administration Dr. Wanda Ford discussed the need to increase revenue and/or decrease expenditures. Approximately 80% of the operating expenses are salary expenses. Strategies intended to address the

projected revenue shortfall are to continue the hiring freeze, identify cost saving with drop participants that will be retiring, implement fundraising measures through the Foundation to aid in capital projects, and restructure of the College to become leaner and more efficient. Interim Associate Vice President of Administration Steve Stanford stated by mid-February, the College should have a better grasp of where enrollment stands for spring registration and better calculate the FY 2022 – 23 budget. HEERF Funds are being used to cover all tuition and fee revenue loss through FY 2022 – 23. AVP Stanford reviewed the interim financial statement for the quarter ending September 30, 2021. President Avendano stated when individuals retire, if those positions are filled, consideration could be given towards the minimum pay level. There are currently 67 unfilled position. Budgets are based on filled positions (100%). There have been some savings as a result of unfilled positions.

C. Discussion of Fund Balance

Financial transactions of the last two months have been within expectations. Enrollment remains down around 9%. The value of our assets have depreciated faster than we are able to add capital expenses. Revenue is down \$5 million from a year ago based on student fees. HEERF Funds allow for revenue backstop via the ability to recover indirect costs. HEERF Funds were approved for an extension into 2023. There was a 2% increase in budgeted expenses due to increase costs in health insurance. Fund balance remains as projected around 11%. Fund balance requires a spending plan above 7%. The additional 4% is set aside to cover hurricane insurance. Each claim has a minimum \$10 million per incident deductible. Additional Indirect Cost transfers will result in a new spending plan towards capital projects.

D. Invitation to Submit Suggestions for Future Topics

Trustee Hawkins requested a deep dive into Capital needs infrastructure. President Avendano noted that much of the information will be covered at the DBOT Deep Dive Workshop/Planning Meeting in January 2022.

COMMENTS BY THE PUBLIC:

There were no comments made by the public.

NEXT MEETING:

The next meeting of the Finance & Audit Committee is scheduled for Tuesday, February 8, 2022 at FSCJ's Administrative Offices, Room 104A at 10:45 a.m.

ADJOURNMENT:

There being no further business, Committee Chair Hawkins declared the meeting adjourned at 11:45 a.m.

APPROVAL OF
MINUTES:

Committee Chair, Finance and Audit Committee

Interim Vice President of Finance and Administration

Submitted by: Shannon Oliver, Project Coordinator

**Florida State College at Jacksonville
District Board of Trustees
Minutes of the November 9, 2021, Board Workshop
Joint Meeting with Nassau County School District
Superintendent of Schools and Members of the School Board
Betty P. Cook Nassau Center, Room T-126, Noon**

PRESENT:

Michael M. Bell, Chair
O. Wayne Young, Vice Chair, Duval County
Jennifer D. Brown
Shantel N. Davis
D. Hunt Hawkins
Thomas R. McGehee, Jr.
Roderick D. Odom
Andrew B. Shaw

ABSENT:

Laura M. DiBella, Vice Chair, Nassau County

CALL TO ORDER:

Chair Michael Bell called the meeting to order at 12:03 p.m. and welcomed those in attendance, including Nassau County School District Superintendent of Schools Dr. Kathy Burns and members of the School Board.

WELCOME/
INTRODUCTIONS:

President Avendano welcomed all those in attendance. He extended his appreciation to the Nassau County School District Superintendent of Schools Dr. Kathy Burns and School Board members for allowing the two Boards to come together in conversation today. He asked attendees to take a moment to introduce themselves, and they did so accordingly.

INFORMATION/
DISCUSSION:

A. FSCJ & NCSD
Collaborative:

President Avendano and Superintendent Burns provided Trustees and School Board members with an overview of the FSCJ and Nassau County School District (NCSD) Collaborative. The overview included information pertaining to the following:

- Nassau County Population
- Nassau County Workforce Data
- Nassau County Workforce Needs Requiring Postsecondary Education
- Nassau County Dual Enrollment Student Headcount
- Nassau County High School Graduates Attending FSCJ Fall Semester after Graduation
- Nassau County School District Awards and Achievements

There was discussion by attendees regarding the primary industries and largest employers within the area, noting the Nassau County School District as the largest employer and the manufacturer sector as having a large industry presence. Additional conversation continued with data points and information on jobs requiring a postsecondary education, job openings, growth and development within Nassau County, Nassau dual enrollment focus, Paras to Pros program, engagement of Student Services, visits by FSCJ President Avendano to local area high school principals, awareness of Nassau Center program offerings and accomplishments of the Nassau County School District. NCSD is currently ranked third in the state with a 91.6% graduation rate for 2020-21 and has been an A-rated school district for 14 years.

Superintendent Burns shared information with attendees from a recent Nassau County School Board meeting, relating to the Vision 2032 Plan – a vision for Nassau County’s future infrastructure and growth management. The Plan approved developments for over 2,000 family units over the next 10 years, which equals a population growth of up to 130,000. Currently, Nassau’s population stands at 91,000. She noted that the county will need new schools due to the proposed student population as well as dual enrollment numbers will increase. The FSCJ Nassau Center will be in the middle of all the development and growth.

B. FSCJ Program Reviews:

President Avendano noted the next topic, FSCJ Program Reviews, will highlight two College programs – Truck Driving and Cybersecurity.

The first program to be reviewed is the Commercial Vehicle Driving Program (CVD) – Truck Driving. President Avendano shared that the College has had the expansion of the CVD program on the docket for some time, noting the supply chain, transportation and logistics faces some of the biggest challenges in the country. Therefore, the College submitted to the state a Job Growth Grant with hopes to establish a stand-up Truck Driving program at the Nassau Center. FSCJ has had a CVD training program at the Cecil Center since 2007. However, having a CVD at the Nassau Center will assist with the rapidly growing demand for drivers in Nassau County and surrounding areas.

Instructional Program Manager for Commercial Vehicle Driving Program Mr. Joe Lackey provided the Board with an overview of the program. The overview included information pertaining to the following:

District Board of Trustees

Minutes of the November 9, 2021, Board Workshop

Joint Mtg w/Nassau County School District Superintendent of Schools and Members of the School Board

Page 3

- The Need for CVD
- The CVD Career
- FSCJ CVD Program
- FSCJ CVD Partnerships
- FSCJ Vision for Expanding the CVD Program

There was discussion by attendees regarding the placement of FSCJ's CVD program training/driving pad, CVD career clusters, salary range, age demographics, potential employers, program entry requirements, capital investment and student enrollment numbers per year.

President Avendano thanked IPM Lackey for his in-depth overview of the CVD program. He then noted the second program to be reviewed is that of the College's Cybersecurity program.

Instructional Program Manager for Computer Technology Program Mr. Ernie Friend provided the Board with an overview of the program. The overview included information pertaining to the following:

- Current Status of Cybersecurity Careers
- FSCJ Cyber Programs
- Cyber Outreach
- Cyber Initiatives

There was discussion by attendees regarding vendor certifications, technical certificates, cyber security pathway, student prerequisites, supply and demand for cyber security jobs, government and industry partnerships, internships and student interest.

Provost/Vice President of Academic Affairs Dr. John Wall shared with attendees that Ernie Friend would be leaving the College, however, he wanted to recognize him today for his many contributions to the College, noting he leaves a great legacy here at FSCJ.

President Avendano thanked everyone for their involvement in today's joint meeting and for the continued partnership in support of education in Nassau County. He noted that FSCJ has tremendous opportunities to provide programs and services to Nassau County for their growth and development.

District Board of Trustees

Minutes of the November 9, 2021, Board Workshop

Joint Mtg w/Nassau County School District Superintendent of Schools and Members of the School Board

Page 4

COMMENTS BY THE
PUBLIC:

There were no comments made by the public.

ADJOURNMENT:

There being no further business, Chair Bell declared the public meeting adjourned at 1:01 p.m.

APPROVAL OF MINUTES:

Chair, District Board of Trustees

Executive Secretary, District Board of Trustees

Submitted by: Kimberli Sodek, Secretary to the Board

**Florida State College at Jacksonville
District Board of Trustees
Minutes of the November 9, 2021, Regular Meeting
Betty P. Cook Nassau Center, Room T-126, 1 p.m.**

PRESENT:

Michael M. Bell, Chair
O. Wayne Young, Vice Chair, Duval County
Jennifer D. Brown
Shantel N. Davis
D. Hunt Hawkins
Thomas R. McGehee, Jr.
Roderick D. Odom
Andrew B. Shaw

ABSENT:

Laura M. DiBella, Vice Chair, Nassau County

CALL TO ORDER:

Chair Michael Bell called the meeting to order at 1:13 p.m. and welcomed those in attendance.

PLEDGE:

Chair Bell led the Pledge of Allegiance.

COMMENTS BY THE PUBLIC:

Chair Bell opened the public comments segment of the meeting wherein members of the public were invited to make comments on matters before the Board's consideration.

Chair Bell advised the Board that no member of the public had requested to speak. He asked if there were any comments by the Trustees, and there were none.

MINUTES:

(Ref. Board Agenda for November 9, 2021; Pages 202200291 – 320)

Chair Bell asked the Board if there were any comments or recommended revisions to the Florida State College at Jacksonville (FSCJ) District Board of Trustees (DBOT) minutes – as a slate – of the September 14, 2021, Finance & Audit Committee Quarterly Meeting, on agenda pages 291 – 293; September 14, 2021, Board Workshop, on agenda pages 294 – 296; September 14, 2021, Regular Meeting, on agenda pages 297 – 314; October 12, 2021, Finance & Audit Committee Orientation & Refresher Meeting, on agenda pages 315 – 316; and October 12, 2021, Deep Dive Workshop, on agenda pages 317 – 320, and there were none.

MOTION: (Brown – McGehee) The motion was made to approve the FSCJ DBOT minutes – as a slate – from the September 14, 2021, Finance & Audit Committee Quarterly Meeting; September 14, 2021, Board Workshop; September 14, 2021, Regular Meeting; October 12, 2021, Finance & Audit Committee Orientation & Refresher Meeting; and October 12, 2021, Deep Dive Workshop, as recommended.

Motion carried unanimously.

REPORT OF THE COLLEGE
PRESIDENT:

School Board: College President John Avendano, Ph.D. expressed his gratitude to those who came out to the Nassau Center for the annual meeting, noting the joint workshop provided an opportunity of sharing with the Nassau County School Board the planned growth and programs for the area.

Aspen Prize: President Avendano shared with the Board that last week, the College was pleased to learn that FSCJ had once again been named as one of the 150 institutions eligible to compete for the \$1 million Aspen Prize for Community College Excellence. The Aspen Institute established the nation's signature recognition of high achievement and performance among America's community colleges.

In being selected to compete, FSCJ is highlighted as a stand out institution among more than 1,000 community colleges nationwide for high and improving levels of student success, and equitable outcomes for Black and Hispanic students and those from lower-income backgrounds.

President Avendano noted it was truly an honor just to be invited to compete. The recognition exemplifies the commitment and dedication that FSCJ faculty, staff and administrators have toward the students and their success both inside and outside the classroom.

The College will now begin the process of submitting data and narratives for the intensive review process, culminating with the announcement of the winner in spring 2023.

ELT On-Campus Presence: President Avendano noted that almost immediately after his arrival at FSCJ, it became clear to him that faculty and staff were missing the individual identities of their respective campuses and centers.

Although FSCJ is one college, each campus and center represent different neighborhoods and communities with their own unique personalities, values and needs.

In early October, FSCJ took the first step to bring more leadership presence to each campus/center. Members of the Executive Leadership Team (ELT) have been onsite two days per week at assigned locations.

More than just a remote office, ELT members have been charged to walk around and get to know the community at each location, along with the unique culture each campus and center presents.

As a next step, the College is working to create a permanent leadership presence at each location beginning early in 2022.

FSCJ is in the final steps of developing a job description and will conduct internal searches to find individuals who can serve these onsite roles that will be in addition to their current job responsibilities.

The selected individuals will not only serve as a leadership presence, but will also act as a liaison between their locations and the leadership team.

President's Forum:

President Avendano invited members of the Board to join him tomorrow at the President's Forum event begin held at Epping Forest Yacht Club at 11:30 a.m.

In recognition of Veterans Day, the College is pleased to welcome special guest speaker, Admiral James Stavridis, who is a retired four-star U.S. naval officer. He will speak on, "The Secret to Being an Effective Leader."

Foundation Giving Initiatives:

President Avendano shared with the Board that Giving Tuesday 2021 will be recognized on November 30. This year the College will focus on securing donations of food, personal supplies and financial support for our H.O.P.E. Food Pantry.

Coming up in February of 2022, FSCJ will launch an Employee Giving Challenge called, "I'm In." All faculty and staff will be encouraged to support our students' most critical needs in any way they can. A special emphasis will be given to the College's first-generation students. Also, in celebration of the College's 55th anniversary, FSCJ will begin our "55 for 55" Celebration in April 2022.

More details on each of these initiatives will be shared soon.

Q&A w/Dr. A Highlights:

President Avendano stated that over the past couple of weeks, he had the opportunity to meet with faculty and staff at each campus and center during Q&A with Dr. A events, noting he always enjoys the opportunity to hear the common themes that are expressed, as well as the situations and concerns that are unique to individual locations.

President Avendano shared that FSCJ's faculty and staff are the eyes and ears of the institution, so it's important that they feel empowered to share their experiences and perceptions freely and openly. Some common themes are campus/center identities, student recruitment and retention efforts, and compensation and benefits. Specific questions have also been raised regarding space utilization, processes, community representation and engagement.

The last of these events will be held next week at our Deerwood Center, Monday, November 15, 2021.

Holiday Gathering:

President Avendano shared that he and his wife were looking forward to the Holiday Gathering on November 16 at Epping Forest, noting Trustees should have received an email with the electronic invite and all of the event details. The Board will be joined by the FSCJ Foundation Board of Directors and members of the FSCJ leadership team. He hoped all the Trustees could attend the celebration to kick off the holiday season.

President Avendano asked if there were any questions or comments by the Board relating to his President's Report up to this point, and there were none.

Data Dashboard:

President Avendano shared with the Board information relating to the November 2021 Data Dashboard.

- Enrollment Dashboard I: The first dashboard is the Fall Term College Credit Enrollment report as of early November 2021, which shows a negative variance of 8.3% credit hours for fall 2021 over fall 2020. That enrollment number is down 30,573 credit hours when compared to the same day in the fall 2019 enrollment cycle.
- Enrollment Dashboard II: The second dashboard is the Spring Term College Credit Enrollment report as of October 20, 2021. It shows a positive variance of 76.3% credit hours for spring 2022 over spring 2021. It is important to note that Spring Term enrollment opened one week earlier than it did last year.
- Spotlight Dashboard I: The third dashboard is a spotlight on the College's Service Area High School Market Share. It illustrates graduation rates for Duval County Public Schools (DCPS), Nassau County School District (NCSD), the state,

and nation. It also shows the percentage of DCPS and NCSD graduates enrolling at FSCJ the Fall Term immediately after high school graduation and national 2-year college fall enrollment rates.

- Spotlight Dashboard II: The fourth dashboard is a spotlight on the College's Information Technology Security Associate in Science (A.S.) Degree, which is designed to address the growing talent gap in the field.
- Spotlight Dashboard III: The fifth dashboard is a spotlight on the College's Commercial Vehicle Driving Career Certificate (C.C.), which supports the growing demand for skilled employees who can address the national supply chain issues we have all seen firsthand.
- Finance Dashboard: The sixth dashboard illustrates the actual revenues and expenditures compared to budget for the period ending September 30, 2021 and September 30, 2020.
- Grants Dashboard: The final dashboard is a snapshot of the grants that have been awarded to the College during the first part of FSCJ's 2021-22 fiscal year, which total \$4,966,030.

STRATEGIC
PROGRAMMATIC
DISCUSSION:

President Avendano asked if there were any questions or comments by the Board related to the Data Dashboards and/or any other College Strategic matter at this time, and there were none.

CONSENT AGENDA:
(Ref. Board Agenda for
November 9, 2021; Items 1
through 8, Pages 202200321
– 334)

Chair Bell noted the Trustees had fully reviewed the Consent Agenda items prior to today's meeting and had the opportunity to discuss any questions and/or concerns with the College President. As a result, questions and concerns regarding agenda items were addressed and resolved in advance of the Board meeting. He then asked if there were any items the Trustees wished to remove from the Consent Agenda for individual consideration/discussion under Action Items, and there were none.

ACTION ITEMS:
(Ref. Board Agenda for
November 9, 2021; Items 1
through 10, Pages 202200335
– 354)

MOTION: (McGehee – Hawkins) The motion was made to approve the Consent Agenda, as recommended.

Chair Bell asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

President Avendano presented the administration's recommendation on Action Item 2, Annual Salary Index, on agenda pages 336 – 337.

MOTION: (Hawkins – Davis) The motion was made to approve the Annual Salary Index, as recommended.

Chair Bell asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

President Avendano presented the administration's recommendation on Action Item 3, Strategic Plan 2021 – 2024 (Visionary Impact Plan 2.0) and College Mission, Vision, and Values, on agenda page 338.

MOTION: (McGehee – Hawkins) The motion was made to approve the Strategic Plan 2021 – 2024 (Visionary Impact Plan 2.0) and College Mission, Vision, and Values, as recommended.

Chair Bell asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

President Avendano shared his appreciation for Associate Vice President of Strategic Priorities Dr. Deborah Fontaine for her leadership and work as well as the numerous faculty and staff members who were actively involved with the VIP 2.0 Plan and diligently moving the Plan forward.

President Avendano presented the administration's recommendation on Action Item 4, Human Resources: Faculty Sabbaticals, on agenda page 339.

MOTION: (McGehee – Young) The motion was made to approve the Faculty Sabbaticals, as recommended.

Chair Bell asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

President Avendano presented the administration's recommendation on Action Item 5, Human Resources: Lump Sum Payment, on agenda page 340.

MOTION: (Hawkins – Brown) The motion was made to approve the Lump Sum Payment, as recommended.

Chair Bell asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

President Avendano presented the administration's recommendation on Action Item 6, Finance: Fees and Charges, on agenda page 341.

MOTION: (Young – Odom) The motion was made to approve the Fees and Charges, as recommended.

Chair Bell asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

President Avendano presented the administration's recommendation on Action Item 7, Finance: FSCJ ACCESS Program, on agenda pages 342 – 350.

Prior to acting on the item, President Avendano asked Provost/Vice President of Academic Affairs Dr. John Wall to share with Trustees information relating to the FSCJ ACCESS Program and what it means to FSCJ students.

Vice President Wall provided the Board with an overview of the FSCJ ACCESS Program, noting students enrolled in courses under this program will have access to the required resource material on the first day of class and will benefit significantly by reduced textbook costs. Students are guaranteed the lowest costs because the College is able to secure a below competitive market rate for the material by purchasing in bulk. Additionally, the Follet Bookstore provides course materials at lower costs due to volume and contractual arrangements with publishers when an inclusive access program is employed.

The FSCJ ACCESS Program is spearheaded by Associate Vice President of Academic Operations Dr. Richard Turner. FSCJ ACCESS Program Facts: 1) FSCJ's third pilot program, 2) 144 different courses included, 3) Over 80 faculty members now involved, 4) \$250,000 in student savings by virtue at this level, 5) First implemented pilot program savings were \$11,000, and 6) An opt-out process is available for students who do not wish to participate in the program.

MOTION: (McGehee – Hawkins) The motion was made to approve the FSCJ ACCESS Program, as recommended. Chair Bell asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

President Avendano presented the administration's recommendation on Action Item 8, Academic Affairs: Inactivation of Radiation Therapy Specialist Technical Certificate Program, on agenda page 351.

MOTION: (Young – Brown) The motion was made to approve the Inactivation of Radiation Therapy Specialist Technical Certificate Program, as recommended.

Chair Bell asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

President Avendano presented the administration's recommendation on Action Item 9, Academic Affairs: Activation of Radiation Therapy Specialist Advanced Technical Certificate Program, on agenda page 352.

Prior to acting on the item, President Avendano asked Provost/Vice President of Academic Affairs Dr. John Wall to briefly explain the inactivation/activation of the Radiation Therapy Specialist programs presented before the Board today.

Vice President Wall provided the Board with a brief background of the two programs, noting today's agenda items were in response to the requirements set forth by the Florida Department of Education curriculum frameworks. Students are required to hold an Associate in Science degree in Radiography or Nuclear Medicine as part of the program admission criteria. The new Radiation Therapy Specialist Advanced Technical Certificate will comply with the requirements.

MOTION: (McGehee – Brown) The motion was made to approve the Activation of Radiation Therapy Specialist Advanced Technical Certificate Program, as recommended.

Chair Bell asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

President Avendano presented the administration's recommendation on Action Item 10, Academic Affairs: Activation of Financial Technology (FinTech) Advanced Technical Certificate Program, on agenda pages 353 – 354.

MOTION: (Young – Hawkins) The motion was made to approve the Activation of Financial Technology (FinTech) Advanced Technical Certificate Program, as recommended.

Chair Bell asked if there were any questions or comments by the Board, and there were none.

Motion carried unanimously.

INFORMATION ITEMS:
(Ref. Board Agenda for
November 9, 2021; Items
A – D, Pages 202200355
– 411)

Chair Bell asked the Board if there were any questions or comments related to Information Items A – D, on agenda pages 355 – 411, and there were none.

REPORT OF THE BOARD
CHAIR:

Chair Bell reported he is now in his second term as a member of the FSCJ District Board of Trustees. Therefore, he has had the opportunity to see the institution change over the years and how it continues to change, noting his excitement about the future of FSCJ. He commented on the intentional strategic activity, mentioning the VIP 2.0 Plan, Master Facilities Plan, technology and process improvements of Student Services, and the addition/review of programs. All of the various activity positions the College for the future. He thanked President Avendano and the entire team for their extraordinary efforts, which makes the difference.

REPORT OF TRUSTEES:

There were no reports provided by Trustees.

REPORT OF THE BOARD
FINANCE & AUDIT
COMMITTEE CHAIR:

FSCJ Finance & Audit Committee Chair Hunt Hawkins provided the Board with a summary of the November 2021 quarterly meeting, which included information regarding the Enrollment Projections and 2022-23 Budget Outlook, to include

information on College's enrollment strategies over the next five years and the time period of the expiration of the HEERF funds; discussion of Interim Financial Statement for quarter ending September 20, 2021, sharing the strategies intended to address the projected revenue shortfalls; discussion of Fund Balance, to include information on the College's financial transactions over the last two months; and the invitation to submit suggestions for future meeting topics, with one suggestion being that of a deep dive into Capital needs infrastructure. President Avendano noted that the topic would be covered at the January 2022 DBOT Deep Dive Workshop/Planning Meeting.

The next meeting of the Finance & Audit Committee is scheduled for Tuesday, February 8, 2022, at FSCJ's Administrative Offices, Room 104A. The Committee will meet at 10:45 a.m.

REPORT OF THE
 ADMINISTRATIVE AND
 PROFESSIONAL
 COLLABORATIVE (APC):

Administrative and Professional Collaborative Chair Dr. Mark Boese provided the Board with a written report relating to current APC initiatives and activities. (Appendix A)

REPORT OF THE CAREER
 EMPLOYEES COUNCIL
 (CEC):

Career Employees Council Chair Matt Wetzel addressed the Board and presented an overview of the written report relating to current CEC initiatives and activities. Additionally, he shared information about the upcoming CEC Annual Poinsettia Sale, which ends on Tuesday, December 7, 2 p.m. (Appendix B)

Trustee Young inquired about the Annual Poinsettia Sale and requested an informational link be sent to Board Liaison Kimberli Sodek so that she may share with the Trustees.

REPORT OF THE FACULTY
 SENATE (Senate):

Faculty Senate President Dr. John Woodward provided the Board with a written report relating to current Senate initiatives and activities. (Appendix C)

REPORT OF THE STUDENT
 GOVERNMENT
 ASSOCIATION (SGA):

Collegewide Student Government Association President Breana White provided the Board with a written report relating to current SGA initiatives and activities. (Appendix D)

NEXT MEETING:

Chair Bell announced the Board will meet on Friday, January 28, 2022 for a Deep Dive Workshop/Planning Meeting, beginning at 9 a.m.

The next regular meeting of the Board is scheduled for Tuesday, February 8, 2022, at the College's Administrative Offices, Board Room 405, 1 p.m.

ADJOURNMENT:

There being no further business, Chair Bell declared the meeting adjourned at 1:48 p.m.

APPROVAL OF MINUTES:

Chair, District Board of Trustees

Executive Secretary, District Board of Trustees

Submitted by: Kimberli Sodek, Secretary to the Board



Date: November 3, 2021

To: Florida State College at Jacksonville District Board of Trustees

From: Marc Boese, Chair of the Administrative and Professional Collaborative, 2021-2022

Re: November 2021 Administrative and Professional Collaborative Report

Chair Bell and Trustees:

The Administrative and Professional Collaborative (APC) is proud to share a few highlights from our recent events, building engagement between our members across the College. In the last report, I shared that we would be looking for ways to include more Collegewide involvement, increased participation and visibility of the APC, employee advocacy, increasing student resources, and more engagement and networking opportunities.

On October 14, over 50 Administrative and Professional (A&P) employees joined our Brown Bag Lunch with Director of Resource Development Jennifer Peterson. During this professional development event, Jennifer joined us to share an overview of the various grants we have throughout the College and any prospective grants in the application phase. We followed up the Brown Bag Lunch with an A&P Fall Social on the evening of October 28. In addition to these two events, we have planned our second annual Speed Networking event to kick off in January 2022. This program is APC's way of maintaining connections when our members are spread out across the College. It will be an opportunity to meet with colleagues outside of work to build relationships and professional connections.

Another initiative of the APC is to promote and get involved in volunteer opportunities. This term, we have been focused on raising awareness and participation in Jacksonville Afghan Refugee Assistance. We are assisting the local community by collecting goods for Afghan refugees new to the first coast area. We are also supporting Rethreaded by promoting the shopping and purchase of Rethreaded goods. The mission of Rethreaded is to employ, train, and reignite hope for 500 local survivors of human trafficking by the year 2031 so that every survivor should have the chance to rebuild their lives. Every Rethreaded item is made on-site and available for immediate purchase, either online or in-person.

Finally, the APC was proud to host Dr. Avendano and CHRO Mark Lacey in our monthly meeting to discuss an upcoming proposal for telework policy procedures and changes. During the 2020-2021 academic year, the APC gathered data from A&P employees representing their thoughts on telework. The results of the data were shared with Dr. Avendano and FSCJ leadership.

I look forward to continuing to report out on all the great work being done by our APC members as we continue to engage and support our A&Ps, faculty, staff, students, and community.

Respectfully,

Marc Boese, Ph.D.

Executive Director of Organizational Development

Administrative and Professional Collaborative Chair, 2021-2022



Date: November 3, 2021

To: Florida State College at Jacksonville District Board of Trustees

From: Matt Wetzel, Career Employees' Council Chair

Re: November 2021 Career Employees' Council Report

Chair Bell and Trustees:

On October 21, the Council held a planning workshop and meeting. During this workshop, the members reviewed and updated our Mission and Vision statements. Prior to our workshop, the Council did not have any Core Values designated in the Council By-Laws, so the attendees collectively discussed and identified six (6) Core Values. In upcoming meetings, we will work on reviewing and revising our current By-Laws.

Here are the revised Mission and Vision statements as well as the added Core Values.

Mission:

We represent and support our diverse FSCJ family, while promoting the growth of Career Employees, by fostering a culture of institutional effectiveness in developing minds and future leaders.

Vision:

Creating innovative professional growth opportunities for our Career Employees.

Core Values:

1. Professional Development
2. Advocacy
3. Inclusivity
4. Dedicated Leadership
5. Community Focused
6. Cooperative Collaboration

President Avendano and CHRO Mark Lacey attended the planning workshop/meeting to discuss the updated Telework Policy. We had time to review and discuss the new Telework Policy. Lastly, we will be conducting our annual Poinsettia sale this year with one delivery being in the middle of December. We will be sending out information shortly. This fundraiser supports the Book Scholarship program for our Career Employees.

On behalf of the career employees, we express our appreciation to the District Board of Trustees for your time, effort and support that you bring to the College community, staff and our students.

Respectfully,

Matt Wetzel

Matt Wetzel
Career Employees' Council Chair 2021-22
Florida State College at Jacksonville
904-381-3707 / matt.wetzel@fscj.edu



Date: November 3, 2021

To: Florida State College at Jacksonville District Board of Trustees.

From: John A. Woodward, PhD

Re: November 2021 Faculty Senate Report

Chair Bell and Fellow Trustees:

Senate will meet the week of November 1 to discuss pressing issues concerning the faculty and our connection to students. We have seen the disturbing trends in our CCSSE data and are looking to analyze the problem and explore possible solutions. We are still negotiating various concerns about our online offerings and the pressures from the state to promote certain online courses, as well as concerns about online proctoring of exams.

Our concerns about online proctoring are varied but can be organized thus: privacy; access to and usage of technology for our student demographic; false positives. The concern about cameras invading the private space of students is related to a national discourse about this new modality and practice. For most of our students, they seem comfortable exchanging that momentary breach of privacy for the convenience of being able to take the course online. However, we are concerned about unintentionally forcing students into these situations without communicating the requirement clearly enough and with enough lead-in time to allow for the student to opt out of the course requirement or drop the course. At the same time, we are pressed to promote proctoring to retain academic honesty and prevent dishonest behavior as best we can. This is a balancing act we must begin to address more directly rather than on a case-by-case basis. Moreover, we might be putting our students in a position to fail not through their lack of intellectual acuity or rigor, but through their access or lack of access to high quality technology. We know the distribution of adequate technology is not equitable and in a push to foreground equity at the College, this seems to be a clear cause for concern. At a minimum, we need to make it clearer to students that any hybrid or online course requires a certain level of technology and of knowledge of technology. And, at the same time, we must be careful of potentially blurring the distinction between the online and the face-to-face (or courses that have no hybrid component) modalities in order to preserve the face-to-face environment as a technology free or technology light environment. Finally, our concern about false positives is more about training faculty who use proctoring services to make sure that any behavior that is flagged by the AI as being suspicious is directly observed by the faculty member – perhaps even to the extent of individual departments developing a rubric for analyzing suspicious activity in a proctored environment.

There is also a persistent concern from faculty regarding our online offerings and the design of online courses. We are working out some of these concerns but there is still much work to do in order to ensure that our online offerings are as rigorous as our face-to-face offerings; that they offer a high-quality academic experience to students equivalent or surpassing what they might have at a university; and that those students who select those courses are in a position to be successful. Our data shows that students are less apt to succeed in our online courses, and that this is particularly acute for our African American students. We simply must do better. Our faculty have long been working to address these inequities but there are systemic issues such as preparation for online education, access to reliable technology, and other non-academic

November 2021 Faculty Senate Report

November 3, 2021

Page 2

problems that persist and that severely impact our students. That said, there are also pedagogical strategies which may help bridge some of the gaps – strategies such as setting aside specific times during the week to have ‘student hours’ in our LMS where students can connect with faculty and discuss material verbally rather than through messages and email. These pedagogical strategies will not in and of themselves fix all of the problems we still have with online offerings and student success, and it is surely the case that faculty in disciplines need to come together, review our online offerings, and improve where appropriate with an eye towards equity.

Part of this problem with online success may lie in something our CCSSE data is showing us: we need to build closer ties to our students on campus and in academic extra-curricular activities. There are fewer opportunities per semester – even in those years preceding the pandemic – for our students to engage with faculty and their fellow students in an academic environment outside of the classroom. The evidence from the CCSSE suggests that this impacts our relationship with our students. If our students are having more transactional relationships with the College than transformational and holistic learning experiences, then they will be less apt to give to the College Foundation so we can fund other students – they will be less connected to the College and its community. There are reasons why this has happened – a general denigration of the value of higher education in political discourse; a greater emphasis on transactional financial relationships with students; an emphasis on filling classes (so-called “efficiency” or capacity utilization) over offering high quality, community-oriented academic experiences; these are each a part of the problem but perhaps not nearly as large an issue as the general move to online education. We are in a position now to work on improving these data points and crafting the vision for education at FSCJ for the next decade. That may mean working on developing an online community of students if more and more of our students choose to take exclusively online courses. Senate will convene a committee to investigate how faculty might approach this problem in late November or December. I look forward to that discussion recognizing that this is going to a long and difficult one.

That concludes my report.

Respectfully,



John Arrington Woodward, PhD
Professor of Humanities and Film Studies
Faculty Senate President
C2326B, DWC
Florida State College at Jacksonville
john.a.woodward@fscj.edu
904-997-2703



Date: November 3, 2021

To: Florida State College at Jacksonville District Board of Trustees

From: Florida State College at Jacksonville Student Government Association Executive Board

Re: November 2021 Student Government Association Report

Chair Bell and Trustees:

The Student Government Association (SGA) is the student body voice at Florida State College at Jacksonville (FSCJ). Please see the following updates and accomplishments since our last report.

Since the last report, the SGA has accomplished the following:

- On September 16, the SGA hosted Constitution Day Trivia at each campus with multiple rounds of Kahoot! trivia and prizes for the students that participated.
- During September and October, the FSCJ HOPE Food Pantry hosted Drive-Thru Marketplace events at the North Campus and the Cecil Center.
- In September, October, and November, students will be able to virtually attend live presentations as part of the 2021 Fall Term Leadership Speaker Series.
- Student clubs and organizations such as the Black Student Union, BlueWave Allies, Cardio Vascular Tech Student Association, Center for Cultures Languages and Societies, danceWORKS, eSports Club, The Experience Literary Magazine, International Student Club, STARS Computing Corps, and Student Nursing Association are all meeting and providing students opportunities to engage with peers.
- During the months of September and October, the History and Heritage Committee provided programming related to Hispanic Heritage Month and LGBTQ+ Week.
- On Saturday, October 9, student leaders hosted the 55th Annual FSCJ Talent & Variety Show at the South Campus Wilson Center. Approximately eighty audience members attended the event to watch twelve students compete and help the judges determine the winner of the event.
- The SGA and Student Conduct collaborated for tabling related to National Collegiate Alcohol Awareness Week during the week of October 18 to provide information and activities to help students understand how alcohol affects them and as well as strategies students can utilize for effective bystander intervention to help others under the influence of alcohol.
- On Friday, October 22, twelve students completed the FSCJ Leadership Certificate program and attended the Leadership Program Symposium.
- On October 29, FSCJ Collegewide SGA President Breana White participated in the 2nd Annual Virtual Presidential Town Hall *College and COVID-19: Teaching and Learning in the New Normal*. Breana served as a student panelist along with SGA presidents from the five colleges and universities in northeast Florida.
- On November 2-3, the SGA Campus Presidents traveled to the Tallahassee Community College for the Florida College System Student Government Association November Legislative Conference. The students attended professional development workshops and traveled to the Capitol Building to meet with legislators regarding bills that affect FSCJ students. FCSSGA State President and FSCJ student Robin Price lead the conference and also met with legislators to advocate for the students of the Florida College System.

On behalf of the student body, we extend our deepest gratitude to the District Board of Trustees and FSCJ President Dr. John Avendano for continuing to provide the SGA the opportunity to share updates and accomplishments of our students. Thank you for your time and all that you do for the students of FSCJ.

Sincerely,

Breana White

FSCJ Collegewide Student Government Association President

**Florida State College at Jacksonville
District Board of Trustees**

AGENDA ITEM NO. CA – 1.

Subject:	Administration: Board Rules – Non-Substantive Changes and Review
Meeting Date:	February 8, 2022

RECOMMENDATION: It is recommended that the District Board of Trustees approve the non-substantive revisions to the Rules of the Board of Trustees as attached and listed below.

6Hx7-9.11 – Institutional Animal Care and Use Committee


6Hx7-10.4 – Student Employment Programs

6Hx7-10.17 – Compliance with Federal Definition of Credit Hours and Clock Hours

BACKGROUND: Florida Statute 120.74 states that each agency shall review and revise its rules as often as necessary to ensure that its rules are correct and comply with statutory requirements. Additionally, each agency shall perform a formal review of its rules every two years. The College administration is committed to reviewing and updating the Rules of the Board of Trustees to properly reflect the organizational structure as well as to reflect applicable Florida Statutes and State Board of Education rules. As part of this review, non-substantive changes are being brought to the Board's attention as consent items. Non-substantive changes primarily pertain to technical revisions such as changes to position titles, words, definitions, grammar corrections, obsolete language and changes to supporting state or federal statutes and/or rules.

RATIONALE: The changes required to Florida State College at Jacksonville Rules of the Board of Trustees referenced above are ministerial in nature and non-substantive, and are supported by current College procedures.

FISCAL NOTES: There is no economic impact as a result of this action.


	RULES OF THE BOARD OF TRUSTEES		
	NUMBER	TITLE	PAGE
	6Hx7-9.11	Institutional Animal Care and Use Committee	9-15

- (1) The following policies are those of Florida State College at Jacksonville (College) regarding the development and implementation of an Institutional Animal Care and Use Committee (“IACUC”) to oversee laboratory work in which live animals are involved.
- A. The College will ensure compliance with applicable federal and state laws, including, but not limited to the Animal Welfare Act (“AWA”) (7 USC 2131 *et seq.*) and Health Research Extension Act (Public Law 99-158), as implemented through the Public Health Service (“PHS”) Policy on Humane Care and Use of Laboratory Animals, should it apply, regarding the standard of care and treatment of animals in the College’s possession.
- B. The College President shall establish, or cause to be established, an Institutional Animal Care and Use Committee (“IACUC”), in compliance with AWA, to oversee each applicable research or educational experience, which involves relevant animals.
- C. The College President will develop, or cause to be developed, desktop procedures to govern the IACUC and generally describe their purpose, composition and responsibilities.

(General Authority: Animal Welfare Act (“AWA”) (7 USC §2131 *et seq.*) and Health Research Extension Act of 1985 (Public Law 99-158), F.S. 1001.64, 1001.65)

(Adopted Date: 08/07/2012)


(Reviewed 2/11/14, 02/08/22)

	RULES OF THE BOARD OF TRUSTEES	
	NUMBER	TITLE
	6Hx7-10.4	Student Employment Programs
		PAGE
		10-4

- (1) The College President is authorized to operate student employment programs for the purpose of providing financial assistance to students who work for the [Florida State College at Jacksonville \(College\)](#) or external organizations. Employment programs include, but are not limited to:
 - A. Federal Work-Study Program for financial aid eligible students to work at the College.
 - B. Student Assistant Program for students with required skills for designated College positions.
- (2) Student employment programs shall be administered in accordance with federal, state and college guidelines.
- (3) Employment and payroll records for students employed under the provisions of this rule shall be maintained in accordance with required procedures.
 - A. Payroll deductions shall be permitted to allow the student to repay amounts due the College based upon a written authorization by the student.
- (4) Students employed under the provisions of this rule shall be subject to the requirements of satisfactory academic progress as apply to other student aid recipients.

(General Authority: F.S. 1001.64, [1001.65](#), 1009.77, ~~SBE Rule 6A-14.0261~~, Federal Work Study Program)

(Adopted 04/14/77, Revised 06/23/80, 05/26/82, 10/21/86, 5/27/93, 08/12/14, 02/10/15, [Reviewed 02/08/22](#) Formerly 2.28)

	RULES OF THE BOARD OF TRUSTEES	
	NUMBER	TITLE
	PAGE	
	6Hx7-10.17	Compliance with Federal Definition of Credit Hours and Clock Hours
		10-19

- (1) Florida State College at Jacksonville follows state laws and federal guidelines in defining both credit and clock hours. The College determines and monitors credit and clock hours regardless of format, session length, or instructional delivery method (such as online, hybrid, technology-enhanced and traditional face-to-face).

(General Authority: F.S. 1001.64, 1001.65, 1005.02, 1012.82, SBE Rule ~~6A-14.0261~~, 6E-1.003)

(Adopted: 06/05/12, Revised 08/12/14)

(Reviewed: 02/11/14, 02/08/22)

**Florida State College at Jacksonville
District Board of Trustees**

AGENDA ITEM NO. CA – 2.

Subject:	Purchasing: Property Insurance
Meeting Date:	February 8, 2022

RECOMMENDATION: It is recommended that the District Board of Trustees authorize College administration to negotiate and enter into a satisfactory contract with Arthur J. Gallagher Risk Management Services, Inc., in an amount of \$644,542 for the period of April 1, 2022 through April 1, 2023 for property insurance.

BACKGROUND: The College issued an RFP for Property and Casualty Insurance Broker Services on May 3, 2018. The committee, after evaluation of all proposals, recommended the contract be awarded to Arthur J. Gallagher Risk Management Services, Inc., with an initial term of three years with an option to renew for two years. As a result of multiple years of unprecedented catastrophic claims from hurricanes, wild fires, tornadoes, floods, etc., the market rate for property insurance has skyrocketed. The cost of coverage has increased from \$549,752, a 17.24% from last year. The administration believes the requested coverages are essential, and recommend Board approval to finalize coverage

RATIONALE: This purchase renewal conforms to State Board of Education Rule 6A-14.0734 and insures the College against catastrophic property losses.

FISCAL NOTES: The renewal one-year term purchase will be \$644,542 in total, which is comprehended in the College's operating or capital budgets.

**Florida State College at Jacksonville
District Board of Trustees**

AGENDA ITEM NO. CA – 3.

Subject:	Purchasing: Roof Repair & Replacement Delivery Order Contracting Services
Meeting Date:	February 8, 2022

RECOMMENDATION: It is recommended that the District Board of Trustees authorize College administration to negotiate and enter into satisfactory indefinite quantity contract(s) for Roof Repair & Replacement Delivery Order Contracting Services for the following companies:

- BBG Contracting Services, Inc.
- Register Roofing and Sheet Metal Co., Inc.

These companies were the top-ranked proposers for the initial term of February 9, 2022 to January 31, 2023. Each resultant contract will have an amount not-to-exceed of \$500,000 per project, as well as an amount not-to-exceed of \$2,000,000 per termed period. Renewal of contract(s) for up to five additional one-year terms is subject to continued need, satisfactory performance, mutually agreed to rates, same terms and conditions, and District Board of Trustees approval of extension.

BACKGROUND: The current Collegewide roof repair and replacement delivery order contracting services contracts expired on January 31, 2022. It is recommended multiple roofing contracts be awarded to provide each campus the ability to concurrently assign work to different roofing contractors during peak periods or emergency situations due to the length of time each project may take to complete.

College administration issued a request for proposal (RFP) soliciting proposals from licensed qualified roofing contractors to provide defined services. The RFP solicited competitive fixed co-efficient unit price rates for the life of the contract with project pricing based on the national R.S. Means Facilities Construction Cost Data and the scope allows for utilization during disaster situations.

Forty-Seven Florida licensed roofing contracting firms were solicited in addition to being publicly advertised in the Florida Times Union and posted on the Florida Vendor Bid System and the eBidding GetAll System. Two firms submitted proposals. A College evaluation committee completed a detailed evaluation of the two responsive qualification proposals.

RATIONALE: Pursuant to State Board Rule 6A-14.0734 indefinite quantity contracts minimize purchase costs through collective volume buying. The recommendation of award of contract(s) to the top-ranked proposers will cost-effectively provide the College with timely access to qualified, experienced licensed contractor(s).

FISCAL NOTES: The total amount is comprehended in the College's operating budget.

**Florida State College at Jacksonville
District Board of Trustees**

AGENDA ITEM NO. A – 1.

A. RECOMMENDATION: It is recommended that the District Board of Trustees approve the Consent Agenda as presented,

with the exception of:

Item ____, Title _____, page(s) _____

Item ____, Title _____, page(s) _____

Item ____, Title _____, page(s) _____

Item ____, Title _____, page(s) _____

Item ____, Title _____, page(s) _____

Item ____, Title _____, page(s) _____

Item ____, Title _____, page(s) _____

Item ____, Title _____, page(s) _____

Item ____, Title _____, page(s) _____

Item ____, Title _____, page(s) _____

Item ____, Title _____, page(s) _____

Item ____, Title _____, page(s) _____

Item ____, Title _____, page(s) _____

which have been removed from the Consent Agenda for individual consideration.

**Florida State College at Jacksonville
District Board of Trustees**

AGENDA ITEM NO. A – 2.

Subject:	Administrative Procedure Act – Board Rules, Section 9 – Instruction
Meeting Date:	February 8, 2022

RECOMMENDATION: It is recommended that the District Board of Trustees approve the attached revisions to the following Board Rule under Section 9 – Instruction, effective with this action.


6Hx7-9.7 – Avocation and Recreation Courses

BACKGROUND: The College periodically reviews Board Rules and administrative procedures for currency, accuracy, and to ensure compliance with state and federal law, as applicable. New Board Rules or an administrative procedures (APM) are reviewed through the shared governance process after Cabinet has reviewed and approved unless the proposed changes are non-substantive.

- Edits to Board Rule 6Hx7-9.7 – Recommends modifications to the Rule to reflect appropriate clarifications and updates to College practices.

RATIONALE: Approval of this item aligns the College with the Southern Association of Colleges and Schools, Commission on Colleges (SACSCOC) Standard 10.6 and current College business practices.

FISCAL NOTES: There is no economic impact as a result of this item.

	RULES OF THE BOARD OF TRUSTEES		
	NUMBER	TITLE	PAGE
	6Hx7-9.7	Avocation and Recreation Courses	9-9

- (1) ~~The College~~ Florida State College at Jacksonville (College) may offer Avocational and Recreational course offerings pursuant to State Board of Education Rules.
- A. Fees and charges for Avocational and Recreational courses shall be approved through the Avocational and Recreational course approval process and shall cover ~~125% of the estimated direct instructional costs associated with the offering~~ at a minimum, the total estimated cost of providing the course, inclusive of direct instruction cost materials and indirect costs.
- (2) The revenues and expenditures generated pursuant to this rule will be clearly identifiable in the official records of the College.
- (3) The College President shall develop, or cause to be developed, forms and procedures for the implementation of this rule and said forms and procedures shall include, but not be limited to, the registration of students, the selection of instructional personnel, and the reimbursement of instructional personnel.

(General Authority: F.S. 1001.64, 1001.65, SBE Rule ~~6A-14.0261~~, 6A-14.054

(Adopted 10/4/76, Revised 06/23/80, 05/27/93, 10/14/14, 02/08/22 Formerly 6.9)

**Florida State College at Jacksonville
District Board of Trustees**

AGENDA ITEM NO. A – 3.

Subject:	Administrative Procedure Act – Board Rules, Section 10 – Educational Support Services
Meeting Date:	February 8, 2022

RECOMMENDATION: It is recommended that the District Board of Trustees approve the attached revisions to the following Board Rules under Section 10 – Educational Support Services, effective with this action.

6Hx7-10.6 – Student Standards of Academic Progress

6Hx7-10.10 – Requirements for Graduation and Issuance of Degrees, Diplomas and Certificates


6Hx7-10.11 – Graduation

BACKGROUND: The College periodically reviews Board Rules and administrative procedures for currency, accuracy, and to ensure compliance with state and federal law, as applicable. Proposed revisions to a Board Rule or an administrative procedure (APM) are reviewed through the shared governance process after Cabinet has reviewed and approved unless the proposed changes are non-substantive.

- Edits to Board Rule 6Hx7-10.6 – Recommends modifications to the Rule to reflect appropriate clarifications and updates to College practices.
- Edits to Board Rule 6Hx7-10.10 – Recommends modifications to the Rule to reflect appropriate clarifications and updates to College practices.
- Edits to Board Rule 6Hx7-10.11 – Recommends modifications to the Rule to reflect appropriate updates to College practices.

RATIONALE: Approval of this item brings the Rules up to date with Florida Statutes and State Board of Education Rules as depicted within and current College business practices.


FISCAL NOTES: There is no economic impact as a result of this item.

	RULES OF THE BOARD OF TRUSTEES		
	NUMBER	TITLE	PAGE
	6Hx7-10.6	Student Standards of Academic Progress	10-6

- (1) The College President shall develop, or cause to be developed, academic standards of progress for students.
 - A. Standards of Academic Progress for students shall be maintained ~~in the Administrative Procedures Manual~~ in the Financial Aid offices Policies and Procedures Manual and copies of the standards will be provided to students in the College's web catalog.
- (2) Standards of Academic Progress for student financial aid recipients will be developed in accordance with federal and Sstate guidelines for use in determining eligibility for participation.
 - A. Standards of Academic Progress, required of students receiving financial aid, shall be maintained in the Financial Aid Policies and Procedures Manual. This information will be made available to all students on the College's financial aid website and in the College's web catalog.
 - B. Students who become ineligible for financial assistance, subsequent to completion of the registration process, shall be required to pay current term tuition to maintain enrollment.
- (3) Enrollment shall be cancelled for all classes for which payment or confirmation of other financial assistance covering tuition and fee obligations has not been received, by the drop deadline.
 - A. The deadline for payment of fees shall be provided to students via the College's ~~Connection's~~ website.
 - B. The student enrollment and financial record for such cancelled classes or classes dropped for nonpayment shall be expunged.
- (4) Students have the right to appeal administrative actions which terminate enrollment in classes.

(General Authority: F.S. ~~1001.44~~ 1001.64, 1001.65 Formerly 240.319)


(Adopted 12/02/76, Revised 04/14/77, 01/17/79, 06/23/80, 06/30/82, 06/29/83, 10/21/86, 01/06/87, 3/21/90, 06/07/05, 06/10/14, 02/08/22 Formerly 6.11)

	RULES OF THE BOARD OF TRUSTEES	
	NUMBER	TITLE
	PAGE	
	6Hx7-10.10	Requirements for Graduation and Issuance of Degrees, Diplomas and Certificates
		10-12

- (1) Pursuant to Florida Statutes and State Board of Education Rules, the College President shall develop requirements for the issuance of degrees, certificates and diplomas.
- A. The requirements shall apply to the Bachelor of Science, and Bachelor of Applied Science degrees; Associate in Arts and Associate in Science degrees; Associate in Applied Science degrees; Technical certificates, ~~Postsecondary Adult Vocational (PSAV)~~ Career certificates; Adult High School diplomas, and other such awards and certificates deemed appropriate by the College for recognition or verification, accomplishment of attendance and/or participation.
- B. Requirements shall permit course substitutions, which follow guidelines developed in accordance with this rule.
- C. Requirements shall include demonstrated academic progress and proficiency.
- D. Requirements shall include satisfaction of all student financial obligations to the College.
- E. Requirements shall include the application for and payment of fees associated with the various types of awards.
- (2) Requirements developed in accordance with this Rule shall become effective with the approval of the District Board of Trustees (DBOT) and shall remain in effect until modified by DBOT Board action.
- (3) Requirements approved by the DBOT Board shall be maintained in the College's official curricular files and shall be reflected in the College Catalog and appropriate course/program brochures.

(General Authority: FS 1001.02, 1001.64, 1004.65, 1004.68, 1011.82, SBE Rule ~~6A-14.0261~~, 6A-14.030).

(Adopted 12/19/79, Revised 06/23/80, 02/16/83, 01/16/85, 6/23/87, 5/27/93, 5/1/12, 03/11/14, 02/08/22 Formerly 6.14)

	RULES OF THE BOARD OF TRUSTEES		
	NUMBER	TITLE	PAGE
	6Hx7-10.11	Graduation <u>Commencement</u>	10-13

- (1) The College President shall develop, or cause to be developed, procedures for the conduct of an annual ~~graduation~~ commencement ceremony or ceremonies for those students who have completed the requirements for the issuance of degrees, diplomas and certificates.

(General Authority: F.S. 1001.60, 1001.64, 1004.65, ~~SBE Rule 6A-14.0261~~)

(Adopted 06/23/80, Revised 09/09/14, 02/08/22)

**Florida State College at Jacksonville
District Board of Trustees**

AGENDA ITEM NO. A – 4.

Subject:	Administrative Procedure Act – Board Rules, Section 11 – Student Support Services
Meeting Date:	February 8, 2022

RECOMMENDATION: It is recommended that the District Board of Trustees approve the attached revisions to the following Board Rule under Section 11 – Student Support Services, effective with this action.


6Hx7-11.5 – Hazing Prohibited

BACKGROUND: The College periodically reviews Board Rules and administrative procedures for currency, accuracy, and to ensure compliance with state and federal law, as applicable. Proposed revisions to a Board Rule or an administrative procedure (APM) are reviewed through the shared governance process after Cabinet has reviewed and approved unless the proposed changes are non-substantive.


- Edits to Board Rule 6Hx7-11.5 – Recommends modifications to the Rule to reflect appropriate clarifications and updates to College practices.

RATIONALE: Approval of this item brings the Rule up to date with Florida Statutes and State Board of Education Rules as depicted within and current College business practices.


FISCAL NOTES: There is no economic impact as a result of this item.

	RULES OF THE BOARD OF TRUSTEES	
	NUMBER	TITLE
	6Hx7-11.5	Hazing Prohibited

- (1) The College prohibits any action or situation that recklessly or intentionally endangers the mental or physical health or safety of a student. Students and organizations are prohibited from engaging in any form of hazing either on or off campus. The College does not condone any act or acts that constitute hazing. Hazing is defined and penalties are set forth in Section 1006.63, Florida Statutes.
- (2) Hazing is defined as any action or situation which recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any club or organization operating under the sanction of the College, hereinafter referred to as a "College organization." Such term shall include, but not be limited to: ~~pressuring or coercing the student into violating state or federal law any brutality of a physical nature, such as whipping, beating, branding, forced calisthenics, exposure to the elements, forced consumption of any food, liquor, drug, or other substance, or any other forced physical activity which could adversely affect the physical health or safety of the individual and shall include any activity which would subject the individual to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual~~
- A. Pressuring or coercing the student into violating state or federal law.
 - B. Any brutality of a physical nature, such as whipping, beating, branding, forced calisthenics, exposure to the elements, forced consumption of any food, liquor, drug, or other substance, or any other forced physical activity which could adversely affect the physical health or safety of the individual.
 - C. Any activity which would subject the individual to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual.
 - D. For purposes of this Rule, any activity as described above upon which the initiation or admission into or affiliation with a College organization is directly or indirectly conditioned shall be presumed to be a "forced" activity, the willingness of an individual to participate in such activity notwithstanding.
 - E. This Rule does not include customary athletic events or other similar contests, competitions, or any activity or conduct that furthers a legal and legitimate objective.
- (3) A person commits hazing when he or she intentionally or recklessly commits, solicits a person to commit, or is actively involved in the planning of any act of hazing as defined above upon another person who is a member of, former member of, or an applicant to any type of student organization and where such hazing creates a substantial risk of physical injury or death to such other person; or the hazing results in a permanent injury, serious bodily injury, or death of such person.

	RULES OF THE BOARD OF TRUSTEES		
	NUMBER	TITLE	PAGE
	6Hx7-11.5	Hazing Prohibited	11-8.1

- (4) The following are not defenses to an act of Hazing:
- A. ~~the~~ **The** consent of the victim had been obtained.
 - B. ~~the~~ **The** conduct or activity that resulted in the death or injury of a person was not part of an official organizational event or was not otherwise sanctioned or approved by the organization.
 - C. ~~the~~ **The** conduct or activity that resulted in death or injury of the person was not done as a condition of membership to an organization.
- (5) Any student that commits any act of hazing, ~~either~~ **whether** intentionally or recklessly, will be subject to the sanctions set forth in the Rules of the Board of Trustees, Rule 6Hx7-11.1.
- A. The penalties imposed by the College based on the student's violation of the Rule may include:
 1. ~~the~~ **The** imposition of fines;
 2. ~~the~~ **The** withholding of diplomas or transcripts pending compliance with the Rule or the payment of a fine; and
 3. ~~the~~ **The** imposition of probation, suspension or expulsion from the College.
 - B. The penalties imposed to an organization that authorizes hazing in violation of the Rule may include ~~recession~~ **revocation** of authorization for the ~~College~~ organization to operate on College property or otherwise operate under the sanction of the College.
 - C. All penalties imposed pursuant to the Rule shall be in addition to any penalty imposed for violating any criminal laws of this state or for any violation of any other Rule of the College for which the violator may be subject.
- (6) This Rule shall apply to acts conducted on or off campus whenever the act or acts are determined to constitute hazing by recognized student organizations.
- (7) The College shall provide an electronic copy of this anti-hazing Rule and penalties adopted to each student enrolled at the College and require that the Rule and penalties be in the bylaws of each organization operating under the sanction of the College as set forth in section 1006.63 (10), Florida Statutes.
- (8) A person may not be sanctioned under this section if he or she establishes all of the following:
- A. That he or she was present at an event where, as a result of hazing, a person appeared to be in need of immediate medical assistance.

	RULES OF THE BOARD OF TRUSTEES	
	NUMBER	TITLE
	6Hx7-11.5	Hazing Prohibited
		PAGE
		11-8.2

- B. That he or she was the first person to call 911 or campus security to report the need for immediate medical assistance.
- C. That he or she provided his or her own name, the address where immediate medical assistance was needed, and a description of the medical issue to the 911 operator or campus security at the time of the call.
- D. That he or she remained at the scene with the person in need of immediate medical assistance until such medical assistance, law enforcement, or campus security arrived and that he or she cooperated with such personnel on the scene.
- E. That - before medical assistance, law enforcement, or campus security arrived on the scene of a hazing event - the person rendered aid to the hazing victim. For purposes of this subsection, "aid" includes, but is not limited to, rendering cardiopulmonary resuscitation to the victim, clearing an airway for the victim to breathe, using a defibrillator to assist the victim, or rendering any other assistance to the victim which the person intended in good faith to stabilize or improve the victim's condition while waiting for medical assistance, law enforcement, or campus security to arrive.

(General Authority: F.S. 1001.64, 1001.65, 1006.63, ~~SBE 6A-14.0261~~)

(Adopted 04/08/14)

(Revised 02/08/22)

**Florida State College at Jacksonville
District Board of Trustees**

AGENDA ITEM NO. A – 5.

Subject:	Administrative Procedure Act – Board Rules, Section 12 – Staff and Program Development
Meeting Date:	February 8, 2022

RECOMMENDATION: It is recommended that the District Board of Trustees approve the attached revisions to the following Board Rule under Section 12 – Staff and Program Development, effective with this action.


6Hx7-12.1 – Professional Development

BACKGROUND: The College periodically reviews Board Rules and administrative procedures for currency, accuracy, and to ensure compliance with state and federal law, as applicable. New Board Rules or an administrative procedures (APM) are reviewed through the shared governance process after Cabinet has reviewed and approved unless the proposed changes are non-substantive.

- Edits to Board Rule 6Hx7-12.1 – Recommends modifications to the Rule to reflect appropriate updates to College practices.

RATIONALE: Approval of this item aligns the College with the Southern Association of Colleges and Schools, Commission on Colleges (SACSCOC) Standard 10.6 and current College business practices.

FISCAL NOTES: There is no economic impact as a result of this item.

	RULES OF THE BOARD OF TRUSTEES	
	NUMBER	TITLE
	6Hx7-12.1	Professional Development
		PAGE
		12-1

- (1) Florida State College at Jacksonville (FSCJ) shall strive to provide a variety of cost-effective professional development opportunities to all members of the College community that reflects the College's commitment to:
- A. Professional development that reflects the institution's mission and goals;
 - B. Provide for new and improved programs and courses, educational materials, and educational and student processes that enhance the curricula;
 - C. Provide career and professional development opportunities such as programs, workshops, exchanges, internships and coursework that result in improved job skills and competencies.
- (2) ~~Florida State College at Jacksonville~~ FSCJ, in compliance with State Board of Education Rules, shall identify and expend funds within its operating budget to support a plan for professional development.
- ~~A. Florida State College at Jacksonville, in compliance with the State Board of Education Rules, shall allocate funds from resources available for current operations during the fiscal year an amount equal to not less than 2 percent of the previous year's allocation from the state community college program fund for the purpose of funding staff and program development activities.~~

(General Authority: F.S. 1001.64, 1001.65, 1012.98, SBE Rule ~~6A-14.0261~~, 6A-14.029)

(Adopted 07/13/78, Revised 06/20/79, 06/23/80, 02/20/85, 12/03/96, 04/01/97, 09/02/03, 10/14/14, 02/08/22 Formerly 5.54)

**Florida State College at Jacksonville
District Board of Trustees**

AGENDA ITEM NO. A – 6.

Subject:	Purchasing: Collegewide 5-Year Master Plan
Meeting Date:	February 8, 2022

RECOMMENDATION: It is recommended that the District Board of Trustees authorize College administration to negotiate and enter into a contract agreement for the Collegewide 5-Year Master Plan project in the amount not to exceed \$400,000 with the top-ranked firm, Prosser Inc. Prosser Inc. will be providing the College with services related to the evaluation of College facilities for short-term, mid-term and long term space planning and facility improvements for exterior and interior environments.

It is further recommended that College administration be authorized to formally terminate negotiations with the top-ranked proposer if a satisfactory contract cannot be negotiated and to begin negotiations with the next highest-ranking proposer until a satisfactory contract can be negotiated and entered into.

BACKGROUND: The current Collegewide Master Plan was generated by Florida Architects, Inc. and approved by the District Board of Trustees on September 13, 2016. Per State Statute 1013.3, Part III, the College's 2023 Five-Year Educational Plant Survey will include the new generated Board approved Campus Master Plan.

In accordance with the Consultants' Competitive Negotiation Act (CCNA) Florida Statutes, Section 287.055 College administration issued a request for qualifications (RFQ) soliciting proposals from licensed qualified architects to provide the defined services.

Fifty-one licensed architectural firms were solicited. Additionally, the College publicly advertised in the Florida Times Union, posted on the Florida Vendor Bid System and the College's online eBidding GetAll System. Three firms submitted qualification proposals and were considered responsive. The College's selection committee evaluated, interviewed and determined the highest-ranked architectural firm.

RATIONALE: The Collegewide 5-Year Master Plan Project Update outlines the College's general maintenance and repairs, renovation, remodeling, space utilization and new construction projects as needed to support the College's academic program needs along with strategic recommended upgrades to building and site conditions.

FISCAL NOTES: The projected annual cost is comprehended in both the College's operating budget and construction/renovation budgets.

**Florida State College at Jacksonville
District Board of Trustees**

AGENDA ITEM NO. A – 7.

Subject:	Finance: Fees and Charges
Meeting Date:	February 8, 2022

RECOMMENDATION: It is recommended that the District Board of Trustees approve the fee change for the following courses to be effective as follow, pursuant to Board Rule 6Hx7-4.19.

BACKGROUND: Florida Statutes 1009.22(9) Workforce education postsecondary student fees and 1009.23(12) Florida College System institution student fees allow the assessment of user fees. State Board Rule 6A-14.054(6), Student Fees, provides that each board of trustees may establish user fees in addition to tuition fees for services that incur unusual costs (specialized software and equipment, equipment and software maintenance, tests, kits, materials, insurance and others). These fees shall not exceed the cost of the goods or services provided and shall only be charged to students or agencies receiving those goods or services.

Summer Term 2022

Course Number	Course	Current Fee	Recommended Fee
RTE 1804L	Radiographic Clinic I	\$74.00	\$36.00
RTE 1814L	Radiographic Clinic II	\$74.00	\$36.00
RTE 1824L	Radiographic Clinic III	\$74.00	\$36.00
RTE 1834L	Radiographic Clinic IV	\$74.00	\$36.00
RTE 1844L	Radiographic Clinic V	\$74.00	\$36.00

Students enrolled in the radiography program are required to do clinical rotations at local healthcare facilities. The occupation of radiologic technologist provides x-ray services for the patient, which requires students enrolled in the program to wear a dosimeter to monitor exposure to radiation. The special fees for the courses listed above have been re-evaluated. After a review of the expenses, it is requested that the current fees above be decreased based on the most recent costs submitted by the department for dosimeters.

Summer Term 2022

Course Number	Course	Current Fee	Recommended Fee
PHT 1200C	Basic Patient Care	\$33.00	\$62.00

Students enrolled in the physical therapist assist program use a variety of consumable items during the lab sessions for this course. The special fee for the course listed above has been re-evaluated. After the review of the consumables by the program, it is requested that the current fee above be increased based on the most recent costs submitted by the department for materials.

Fall Term 2022

Course Number	Course	Current Fee	Recommended Fee
ARR 0005C	Intro CR/Refinishing	\$0.00	\$50.00

I-CAR is the industry standard providing additional professional development for the student Automotive Collision Technology Technician certification. The online platform for certification only accepts student payments by P-card or purchase order from the College. It is recommended that the fee above be added to the course so students can have access to the I-CAR curriculum package.

Spring Term 2022

Course Number	Course	Current Fee	Recommended Fee
AER 0014	Automobile Service Assister	\$35.00	\$0.00
AER 0110	Engineer Repair Technician	\$35.00	\$0.00
AER 0172	Automotive Heating & Air Conditioning	\$35.00	\$0.00
AER 0257	Automotive Transmission and Axle Tech	\$35.00	\$0.00
AER 0274	Manual Drivetrain	\$35.00	\$0.00
AER 0360	Automotive Electronic/Electrical	\$35.00	\$0.00
AER 0418	Automotive Brakes Technician	\$35.00	\$0.00
AER 0453	Automotive Suspension & Steering	\$35.00	\$0.00
AER 0897	Automotive Engine Performance	\$35.00	\$0.00
EMS 0200L	Fund for Paramedics Skills Lab	\$64.00	\$0.00
EMS 0201	Paramedic Clinical EXP. 1	\$80.00	\$0.00
EMS 0202L	Trauma/Med/Pediatric Skills Lab	\$59.00	\$0.00
EMS 0204L	Spec./Needs/Oper. for Para SL	\$24.00	\$0.00

It is recommended that the fees above be removed as the courses are no longer offered.

RATIONALE: The District Board of Trustees is authorized under Florida Statute 1009.22 and 1009.23 to establish fees to recover costs of services provided.

FISCAL NOTES: This will have no net fiscal impact on the College.

**Florida State College at Jacksonville
District Board of Trustees**

AGENDA ITEM NO. A – 8.

Subject:	Academic Affairs: Academic Calendar, 2022–2023
Meeting Date:	February 8, 2022

RECOMMENDATION: It is recommended that the District Board of Trustees approve the Academic Calendar for 2022–2023 as attached.

BACKGROUND: Each year the District Board of Trustees must approve the Academic Calendar for transmittal to the State Department of Education, Division of Florida Colleges. The 2022–2023 Academic Calendar coincides with Duval County Public School District spring break.

The Calendar represents the best possible arrangement of term lengths, starting dates and ending dates to accommodate enrollment, efficient operations, and program length requirements.

RATIONALE: The Academic Calendar is established within the rules for credit and non-credit courses in State Board of Education Rule 6A-10.019.

FISCAL NOTES: There is no fiscal impact associated with this action.

Florida State College at Jacksonville
2022–2023 ACADEMIC CALENDAR

FALL (15 Weeks)

2022

August 25	(Th)	College Convocation
August 29	(M)	Classes begin
September 5	(M)	Labor Day Holiday (College Closed)
November 11	(F)	Veteran's Day Holiday (College Closed)
November 23	(W)	College designated holiday (College Closed)
November 24-27	(Th-Su)	Thanksgiving Holiday and Break (College Closed)
December 12-13	(M-Tu)	Finals for A15 classes
December 23-31	(F-Sa)	Winter Break (College Closed)

SPRING (15 Weeks)

2023

January 1-2	(Su-M)	New Year's Day Holiday (Observed) (College Closed)
January 3	(Tu)	College reopens
January 9	(M)	Classes begin
January 16	(M)	Martin Luther King, Jr. Holiday (College Closed)
February 20	(M)	Presidents' Day Holiday (College Closed)
March 13-19	(M-Su)	Spring Break (College Closed)
May 1-2	(M-Tu)	Finals for A15 classes
May 11	(Th)	Commencement

SUMMER (15 Weeks)

2023

May 8	(M)	Classes begin
May 29	(M)	Memorial Day Holiday (College Closed)
June 8	(Th)	Adult High School Graduation
July 4	(Tu)	Independence Day Holiday (College Closed)
August 21-22	(M-T)	Finals for A15 classes

**Florida State College at Jacksonville
District Board of Trustees**

AGENDA ITEM NO. A – 9.

Subject:	Academic Affairs: Activation of Financial Technology (FinTech) Advanced Technical Certificate
Date:	February 8, 2022

RECOMMENDATION: It is recommended that the District Board of Trustees approve a new Financial Technology (FinTech) Technician (31 credit hours) Technical Certificate program embedded within the Associate in Science in Data Science program, effective Fall Term 2022.

BACKGROUND: The Financial Technology (FinTech) Technician (31 credit hours) Technical Certificate program has been recommended for activation by the College’s Curriculum Committee and approved by the Provost/Vice President of Academic Affairs. The activated program will have new student enrollments beginning with the Fall Term 2022.

The new Financial Technology (FinTech) Technician (31 credit hours) Technical Certificate program has been developed in response to the Northeast Florida FinTech Initiative grant requirements. The program offers a sequence of courses that provide coherent and rigorous content along with challenging academic standards and relevant technical knowledge and skills needed to prepare students for further education within the Information Technology or Finance career clusters. The curriculum provides technical skill proficiency and includes competency-based applied learning that contributes to students’ academic knowledge, higher-order reasoning abilities, problem-solving skills, work attitudes, general employability skills, technical skills and occupation-specific skills. Program graduates acquire high-demand skills that they can use to pursue professional certification, including CompTIA Security+, CompTIA Network+ and/or CompTIA Linux+, Microsoft Office Specialist – Excel, PCAP (Python Certified Associate Programmer) and/or SAS Base Programmer.

Embedding certificates have proven to be an effective retention and progression methodology. Implementation of a Technical Certificate also provides transferability of credits and makes the program more accessible. The faculty and staff view this Technical Certificate as a further method of educating students to prepare them for distinctive success with their academic, career and personal goals.

RATIONALE: The College currently offers the corresponding Associate in Science in Data Science program, which is included as part of the FLDOE Information Technology career cluster. It is anticipated that the implementation of this Technical Certificate program will provide graduates with occupation-specific skills in order to contribute to their ongoing academic knowledge, higher-order reasoning, problem-solving abilities and general employability skills.

FISCAL NOTES: The financial impact of this program is comprehended in the College’s budget.

**Florida State College at Jacksonville
District Board of Trustees**

AGENDA ITEM NO. A - 10.

Subject:	Academic Affairs: Inactivation of Associate in Science in Ophthalmic Technician Degree Program
Meeting Date:	February 8, 2022

RECOMMENDATION: It is recommended that the District Board of Trustees approve the inactivation of the Associate in Science in Ophthalmic Technician (72 credit hours) degree program, effective at the end of Summer Term 2022.

BACKGROUND: The Associate in Science in Ophthalmic Technician (72 credit hours) degree program has been recommended for inactivation by the College's Curriculum Committee and approved by the Provost/Vice President of Academic Affairs. The inactivated program will have no new student enrollments beginning with the Fall Term 2022 per SACSCOC guidelines.

The program was originally created for students who were interested in careers as Allied Ophthalmic Professionals (AOPs) who perform ophthalmic skills under the direction or supervision of a physician licensed to practice medicine and surgery and qualified in medical and surgical ophthalmology.

Following a comprehensive program review, it was determined that there has been a total of fifty-six (56) student enrollments within the past four academic years [2018-19 (16), 2019-20 (21), 2020-21 (14) and 2021-22 (5)]. Therefore, based on the continued decline in enrollment, it was determined to be in the best interest of the students and the College to inactivate the Associate in Science in Ophthalmic Technician (72 credit hours) degree program. Currently, there is one full-time faculty member assigned to the program, and the program is eligible for financial aid.

RATIONALE: There are five (5) students currently enrolled in the program being inactivated; however, both current and past term students have been notified by letter and email correspondence of the program inactivation. As part of the College's curricular inventory, all courses within the existing program will be offered through a teach-out period of Summer Term 2023. Students who are unable to complete their coursework by this time will be provided with the opportunity to enroll in one of the College's other program options. No other programs will be adversely affected. The full-time faculty member has been notified of the program inactivation in accordance with College policy and current Collective Bargaining Agreement (CBA) rules.

FISCAL NOTES: No fiscal impact is anticipated.

**Florida State College at Jacksonville
District Board of Trustees**

INFORMATION ITEM I – A.

Subject:	Human Resources: Personnel Actions
Meeting Date:	February 8, 2022

INFORMATION: The Personnel Actions since the previous Board Meeting are presented to the District Board of Trustees for information.

BACKGROUND: This listing provides the District Board of Trustees a timely notification of all recently hired personnel.

FISCAL NOTES: The costs of all personnel actions are covered by the College's annual salary budget or from grant or auxiliary funding.

**Faculty, Administrative, Professional and Career Appointments Since Previous Board Meeting
as of February 8, 2022**

Faculty Full-Time Appointments

Cantalupo	Sandra
-----------	--------

A&P Full-Time Appointments

Barreto	Rachelle
Carpenter	Michael
Colee	Jacob
French	Reeder
Holt	Michele
Lazic	Samantha
Levius	Jan
Lewis	Thomas
Meigs	Janet
Owens	Madison
Reams-Johnson	Ansa
Stanford	Stephen
Thomas	Lindsey
Vanzwoll	Lisa
Williams	Meredith

Career Full-Time Appointments

Ackerman	Thomas
Bacon	Malik
Barlaan	Marites
Baumann	Jacquelyn
Brown	Jamica
Burkitt	Samantha
Calarese	Magali
Coffey	Christopher
Colee	Matthew
Collins	Trend
Contos	Carol
Danos	Celeste
Dawson	Devon
Devaughn	Tanica
Edwards	Aldrena
Farson	Tracy
Gartrell	Shameka
Gonzalez	Edna
Graham	Leonard
Guest	Chiffon
Hall	Carrington
Hall	Ernestine
Harris	Marsheree
Haskill	Charli
Hester	Jasmine
Hoxha	Algerta
Johnson	Jacqueline
Johnson	Lasabra
Kerns	Shaince
Lucey	Bonnie
Mack	Danyell
Malone	Maureen
Martin	Ruthann
Martin	Tricia
McCray	Kierra
McInall	Janet
Mclain	Shirley
Mette	Shannon
Nesbitt	Joshua
Netters	Elizabeth

Job Title

Professor of Practical Nursing

Job Title

E-Learning Junior Instructional Designer
 Director, Fire Academy of the South
 Certification-Assessment Center Manager
 Interim Director of Law Enforcement Training
 Associate Dean of Nursing
 Facilities Planning and Resource Manager
 Associate Director of Academic Advising Services
 Engineer III - Multimedia
 Interim Labor Relations Officer
 Associate Director of Admissions
 Director of E-Administration and Support Services
 Associate Vice President for Administrative Services
 Controller
 Interim Associate Director of Center for International Education
 Nursing Laboratory Coordinator

Job Title

Student Success Advisor II
 Student Records Specialist
 Plant Service Worker
 Case Manager/Career Specialist
 Student Success Advisor I
 Administrative Assistant I
 Student Recruiter
 Armed Security Officer
 Academic and Career Advisor
 Student Services Lead Specialist
 Vision Rehabilitation Training Specialist III
 Microcomputer Specialist
 Academic and Career Advisor
 Vocational Evaluator II
 Academic and Career Advisor
 Case Manager/Career Specialist
 Administrative Specialist - Student Success
 Case Manager/Career Specialist
 Security Officer I
 Student Success Advisor II
 Veteran Affairs Enroll Services Processor
 Veteran Affairs Enroll Services Processor
 Security Officer II
 Duplicating and Mailroom Coordinator
 Administrative Assistant I
 Student Success Advisor II
 Case Manager/Career Specialist
 Interim Instructional Program Coordinator
 Human Resources Coordinator
 Campus Dual Enrollment Coordinator
 Project Coordinator
 Interim Academic Department Coordinator
 Academic and Career Advisor
 Simulation Lab Coordinator
 Project Coordinator
 Academic and Career Advisor
 Senior Security Officer
 Case Manager/Career Specialist
 Senior Support Specialist
 Student Success Advisor I

**Faculty, Administrative, Professional and Career Appointments Since Previous Board Meeting
as of February 8, 2022**

Career Full-Time Appointments (cont.)

Ortiz	Shantelle	Academic and Career Advisor
Parisi	Patricia	Administrative Assistant II
Patterson	Juliette	Administrative Assistant II
Phillips	Tara	Student Records Coordinator
Reed	Megan	Administrative Assistant I
Reid	Michael	Enrollment Coach
Reyes	Martin	Case Manager/Career Specialist
Smith	Missoura	Library Assistant II
Smith	Valerie	Academic and Career Advisor
Soto	Erika	Administrative Assistant I
Stepp	Desiree	Interim Retention Specialist
Striggles	Jaqwaris	Integrated Systems Specialist
Watson	Richard	Tradesworker II
Whitworth-Gaines	Noah	Library Assistant I
Williams	Jerome	Security Officer II
Wilson-McCall	Brian	Case Manager/Career Specialist
Woodward	Monica	Accountant IV
Wynn	Rosa	Project Coordinator
Yaun	Scott	Senior Specialist

Job Title**Career Part-Time Appointments**

Brower	Eden	Library Assistant I
Carver	Kevin	Program Facilitator I
Culver	Lance	Laboratory Manager
Easton Leonard	Naujia	Enrollment Coach
Frank	Ashleigh	Library Assistant I
Fuoco	Madison	Senior Support Specialist
Gordon	Courtney	Enrollment Coach
Kaufman	Marie	Academic Tutor
Keels	Tiara	Enrollment Coach
Khalifa	Nagat	Program Facilitator II
King	Trenee	Clerical Specialist
MacDonald	Cynthia	Patron Services Agent
Miranda	Annia	Student Success Advisor II
Mollohan	Kaitlyn	Patron Services Agent
Peralta	Conrad	Test Proctor
Ransom	Marty	Test Examiner
Rodriguez	Carlos	Patron Services Agent
Secor	Kylani Mae	Enrollment Coach
Wilson	Evan	Academic Tutor
Yastrebova	Olena	Library Assistant I

Job Title

**Florida State College at Jacksonville
District Board of Trustees**

INFORMATION ITEM I – B.

Subject:	Purchasing: Purchase Orders Over \$195,000
Meeting Date:	February 8, 2022

INFORMATION: The following information is provided to the District Board of Trustees pursuant to Board Rule 6Hx7-5.1 for purchases greater than \$195,000.

Contract/ PO No.	Total	Supplier	Description	Authority
PO00012719	\$575,345	Oracle America, Inc.	Oracle PeopleSoft Technical Support Services	Purchase Authority: SBE 6A-14.0734 & Board Rule 6Hx7-5.1; Strategic Technology Plan; FSCJ Contract 2014-01.
PO00012768	\$218,500	Virage Simulation, Inc.	Commercial Vehicle Simulator	Purchase Authority: SBE 6A-14.0734 (2)(a) & Board Rule 6Hx7-5.1.
PO00012820	\$199,825	Ten 8 Fire Equipment	Crestline Ambulance	Purchase Authority: SBE 6A-14.0734 & Board Rule 6Hx7-5.1; Cooperative Agreement; Florida Sheriffs Association Contract (FSA)20-VEF14.01.
PO00012823	\$306,750	SHI International Corp.	Microsoft Licensing Solutions	Purchasing Authority: SBE 6A-14.0734 & Board Rule 6Hx7-5.1 & FL SC #432-300-00-15-01.
PO00012824	\$557,457	Presidio Corporation	Webex Cisco Classroom Equipment	Purchase Authority: SBE 6A-14.0734 & Board Rule 6Hx7-5.1; Cooperative Agreement, State of Florida; NASPO, Cisco Systems, Inc. FL #43220000-NASPO-19-ACS.
PO00012841	\$214,371	Emtec, Inc.	Webex Classroom Equipment	Purchase Authority: SBE 6A-14.0734 & Board Rule 6Hx7-5.1; Cooperative Agreement, St. Johns County School Board 2019-03.
PO00012895	\$590,381	Presidio Corporation	Network Equipment Refresh	Purchase Authority: SBE 6A-14.0734 & Board Rule 6Hx7-5.1; Cooperative Agreement, State of Florida; NASPO, Cisco Systems, Inc. FL #43220000-NASPO-19-ACS.

BACKGROUND: Board Rule 6Hx7-5.1 requires submittal of an Information Item listing purchase orders greater than \$195,000 that were purchased in accordance with State Board of Education (SBE) and College Board Rules.

Subject: Purchasing: Purchase Orders Over \$195,000
(Continued)

RATIONALE: This listing provides the District Board of Trustees an opportunity to review all College purchases \$195,000 or greater. These purchases were made within State of Florida purchasing guidelines, State Contracts, and the College procurement procedures.

FISCAL NOTES: These purchase orders utilized College restricted and unrestricted budgeted funds in the amount not to exceed \$2,662,629.

**Florida State College at Jacksonville
District Board of Trustees**

INFORMATION ITEM I – C.

Subject:	Finance: Investment Reports for Quarter Ended September 30, 2021
Meeting Date:	February 8, 2022

INFORMATION: The Investment Reports for the Surplus Fund Account (Operating Fund) and the Quasi Endowment Fund for the quarter ending September 30, 2021 are presented to the District Board of Trustees (DBOT) for information.

BACKGROUND: The investment objective of the Operating Fund is to maximize income while minimizing market rate risk, and to insure the availability of short-term liquidity to meet the cash flow needs of the College. Consistent with the DBOT approved Investment Policy Statement, the Operating Fund Portfolio is of high credit quality and invested in U.S. Treasury, Federal Agency/GSE, Federal Agency/CMO, Corporate Note, Asset-backed, Mortgage-backed, Municipal and Supranational Securities. The Operating Fund Portfolio's quarterly total return performance of 0.08% outperformed the benchmark performance of 0.07% by 0.01%. Over the past year, the Portfolio earned 0.38%, compared to 0.17% for the benchmark.

The College utilizes the investment management services of PFM Asset Management LLC (PFM) for intermediate term fixed income investments. As of September 30, 2021, the College had surplus funds of approximately \$35.9 million under management with PFM.

Quasi Endowment Funds are derived largely from auxiliary activities. These funds are also managed by PFM and invested in a diverse portfolio of domestic and international equities, fixed income securities and cash equivalents. The account balance as of September 30, 2021 was \$7.3 million. The Quasi Endowment Fund Portfolio (the "Portfolio") returned -0.33% (net of mutual fund fees) in the 3rd Quarter of 2021, outperforming its policy benchmark return of -0.79% by 0.46%. Over the past year, the portfolio had a return of 24.12%, outperforming its 21.09% benchmark return. Since the inception date of July 1, 2016, the Portfolio returned 12.63% annually compared to its 11.74% benchmark. In dollar terms, the Portfolio lost \$23,900 in return on investment over the quarter and gained \$1,411,008 over the past 12-months.

The Investment Performance Review for the quarter ending September 30, 2021 will be available at the District Board of Trustees meeting as information. The report is also reviewed at regular meetings of the District Board of Trustees Finance and Audit Committee.

RATIONALE: The sound investment of surplus funds and endowment funds can produce additional income to support the operations of the College and student financial aid programs while meeting the requirements of safety and liquidity.

FISCAL NOTES: As of September 30, 2021, the College had investment balances totaling \$43.2 million, which compares to \$41.6 million as of September 30, 2020.



FSCJ

Florida State College
at Jacksonville

Investment Performance Review
SURPLUS FUNDS
For the Quarter Ended September 30, 2021

Client Management Team

Steven Alexander, CTP, CGFO, CPPT, Managing Director
Robert Cheddar, CFA, Chief Credit Officer, Managing Director
Richard Pengelly, CFA, CTP, Director
Scott Sweeten, BCM, CFS, Client Relationship Manager
Sean Gannon, CTP, Senior Managing Consultant

PFM Asset Management LLC

213 Market Street
Harrisburg, PA 17101
717-232-2723

3501 Quadrangle Boulevard
Suite 270
Orlando, FL 32817
407-648-2208

202200469

Current Market Themes



- COVID-19 continues to overshadow the economic and market landscape



- The U.S. economy is characterized by:
 - Continued recovery aided by supportive monetary policy
 - Potentially stagnating labor market growth
 - Heightened inflationary pressures



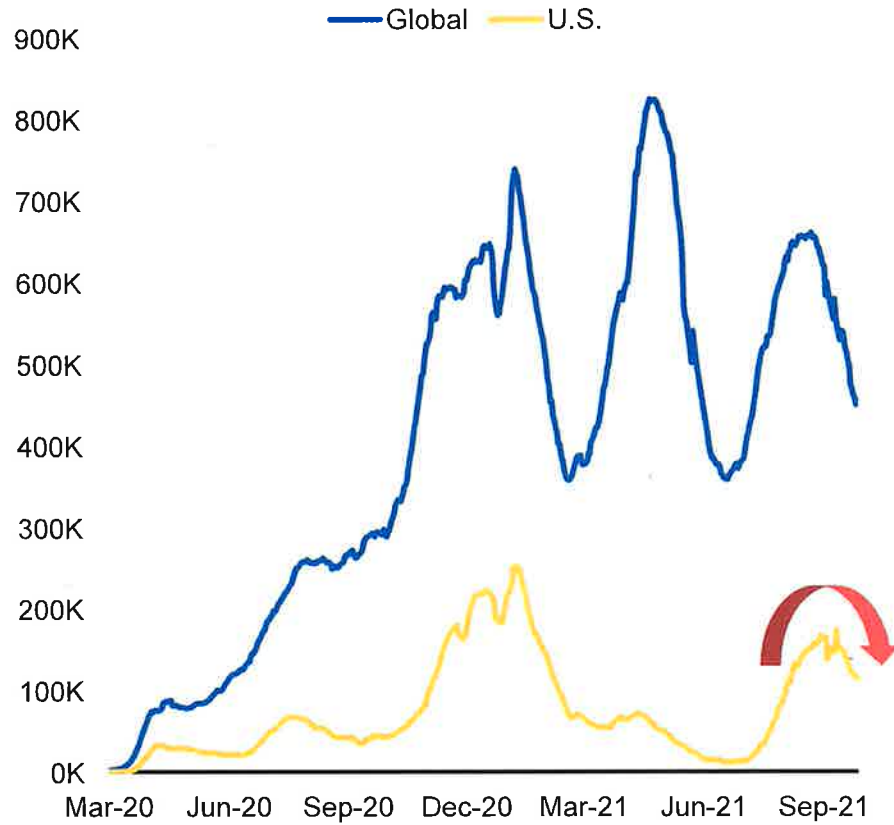
- Federal Reserve is contemplating the end of unprecedented support
 - Near-term tapering of asset purchases
 - Fed Funds Rate hike now seen possible in late 2022
 - Significant turnover of FOMC leadership



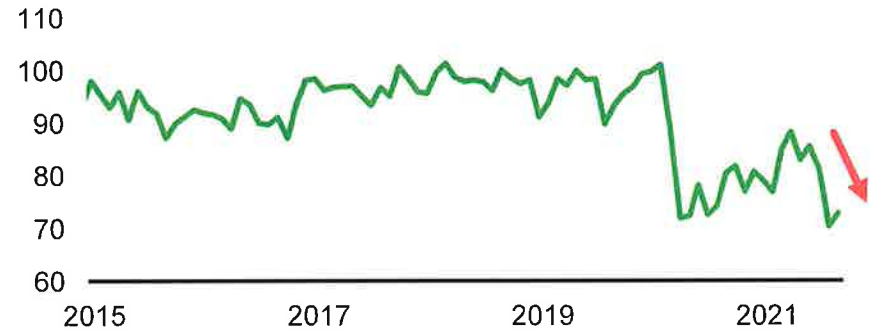
- Fixed income market reacting to changing market dynamics
 - Short-term yields anchored by Fed rate policy
 - Long-term yields rising due to inflationary pressures and tapering

As COVID Goes, So Goes the Economy

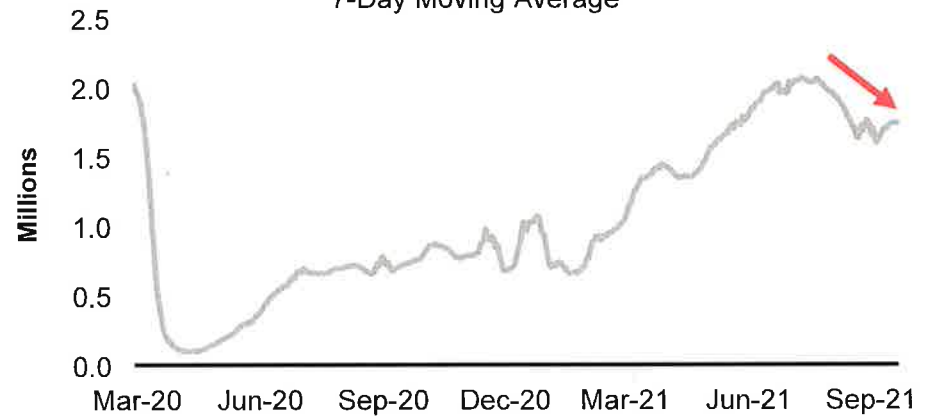
U.S. New Cases Reported Daily
7-Day Moving Average



University of Michigan Consumer Sentiment Index



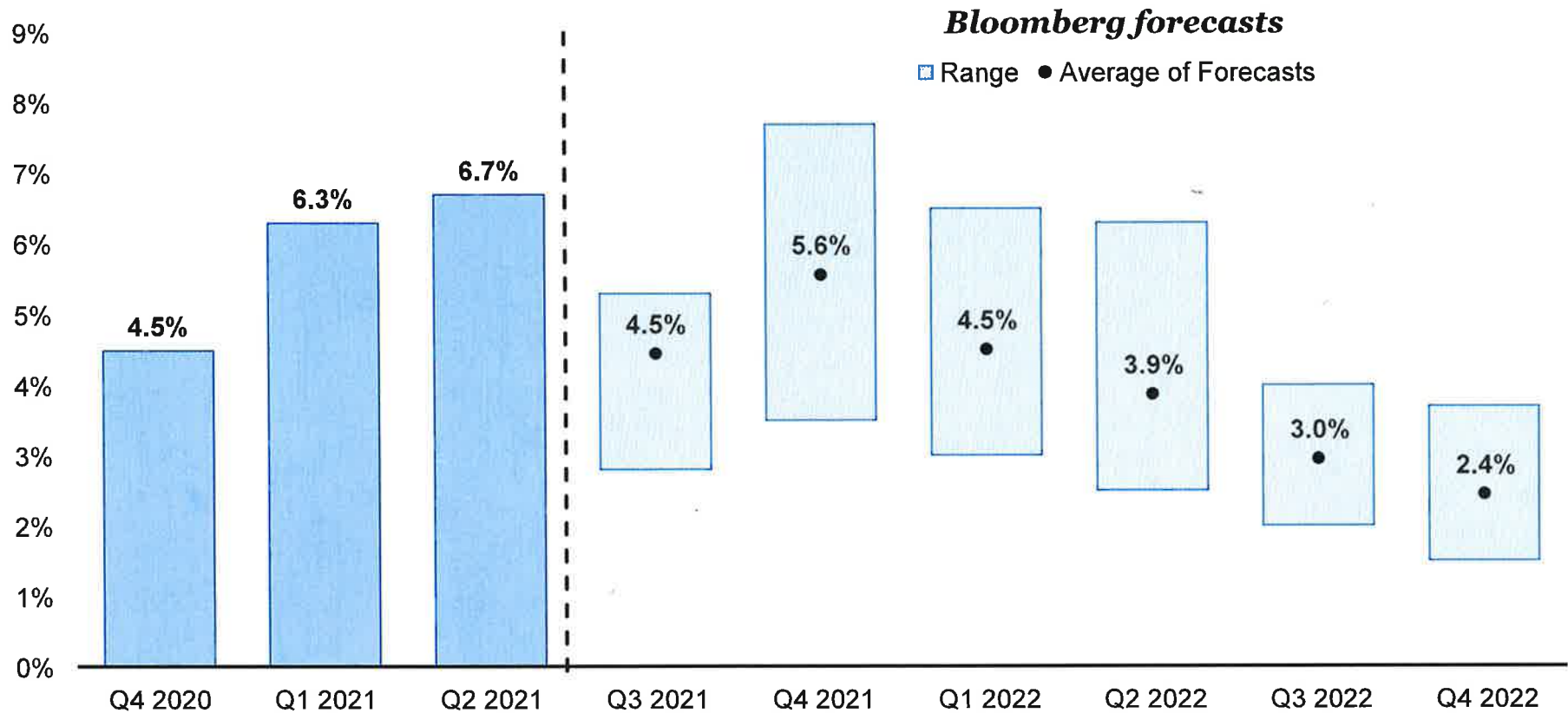
TSA Checkpoint Travel Numbers
7-Day Moving Average



Source: John Hopkins University Coronavirus Resource Center, PFM calculations (left); Bloomberg (top right, bottom right) as of 9/30/2021.

U.S. Economic Growth Expected to Moderate, But Uncertainty is High

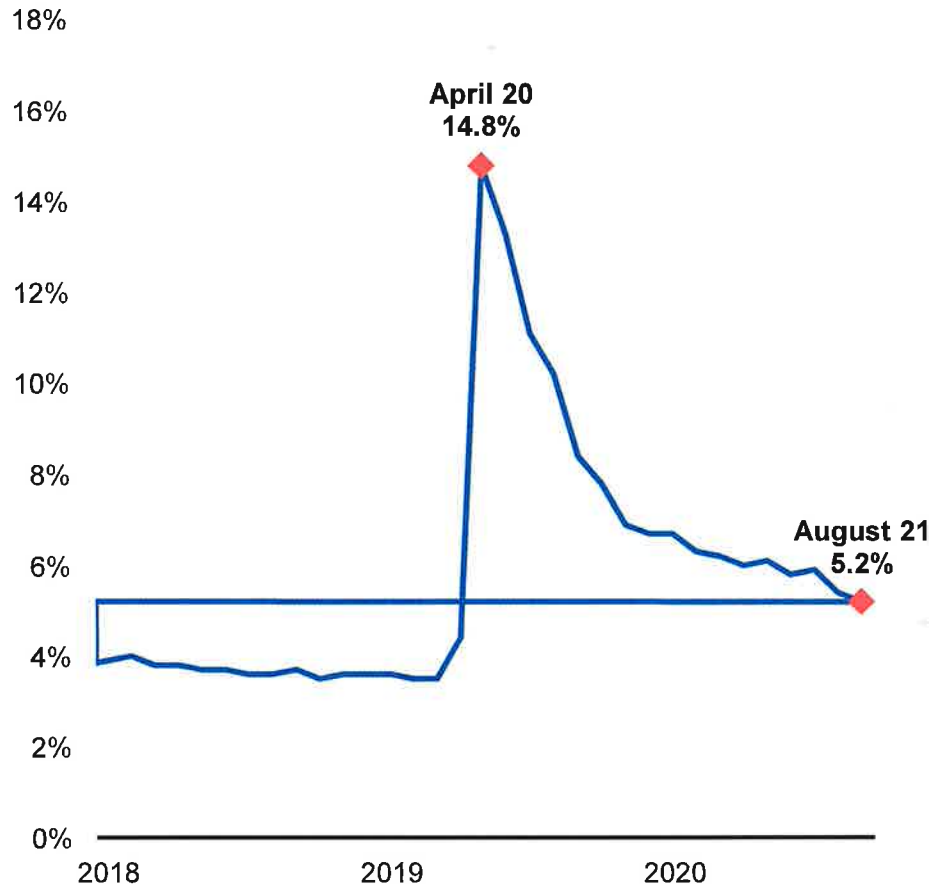
U.S. GDP Forecasts Annualized Rate



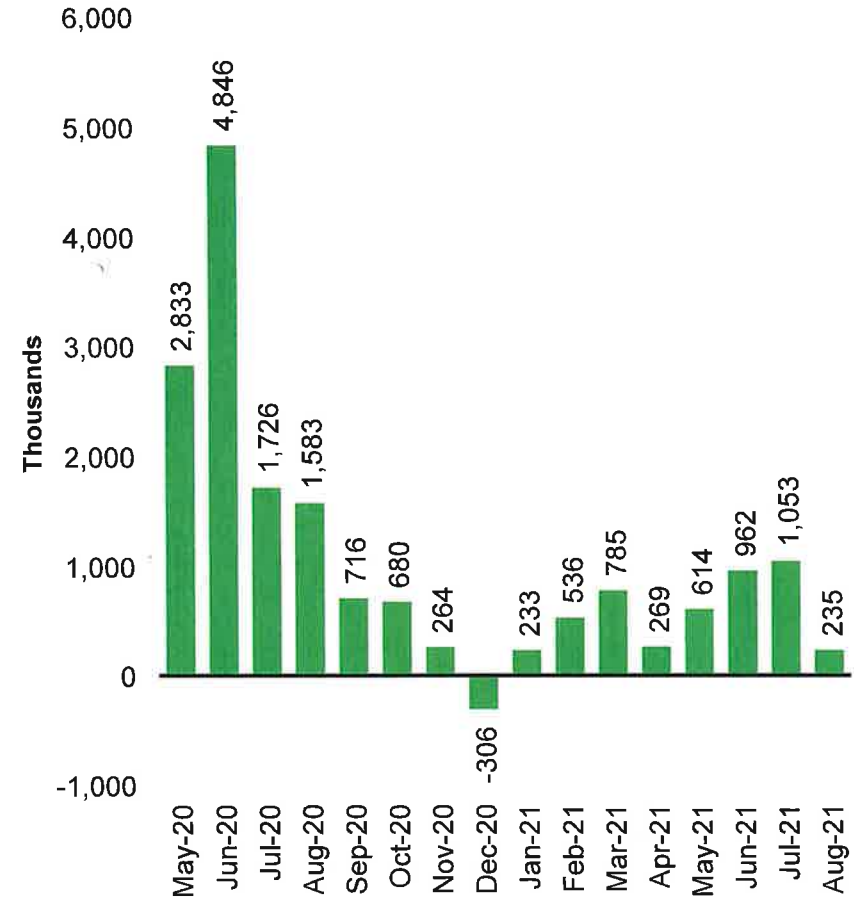
Source: Bloomberg, as of September 2021. Forecasts by Goldman Sachs Group, Deutsche Bank, ING Group, JPMorgan Chase, BMO Capital, Barclays, UBS, Morgan Stanley, and Wells Fargo.

U.S. Hiring Slowed in August as New Covid-19 Cases Impede Job Gains

Unemployment Rate



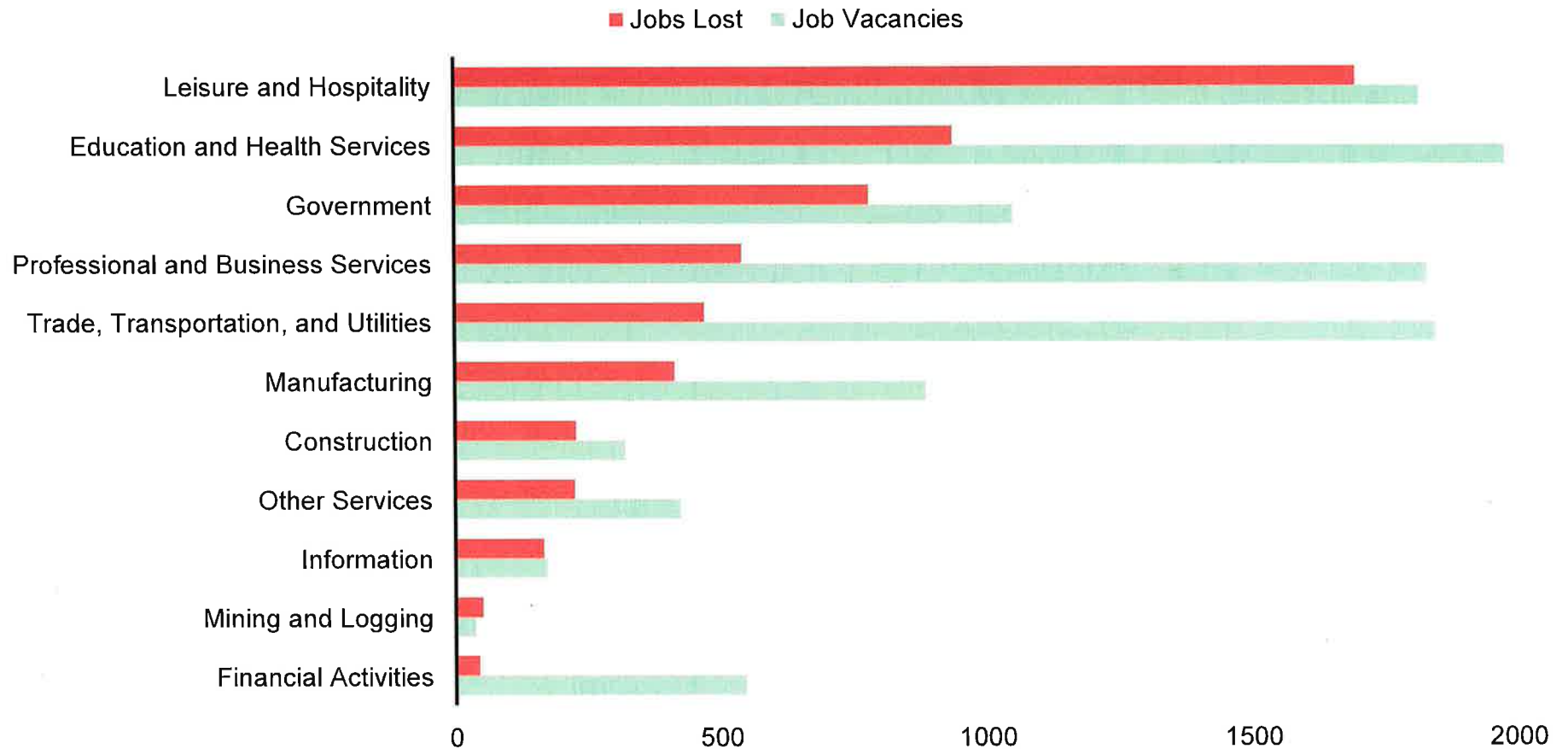
Monthly Change In Nonfarm Payrolls



Source: Bloomberg, as of September 2021. Data is seasonally adjusted.

Labor Shortages Are More Dramatic in Select Industries

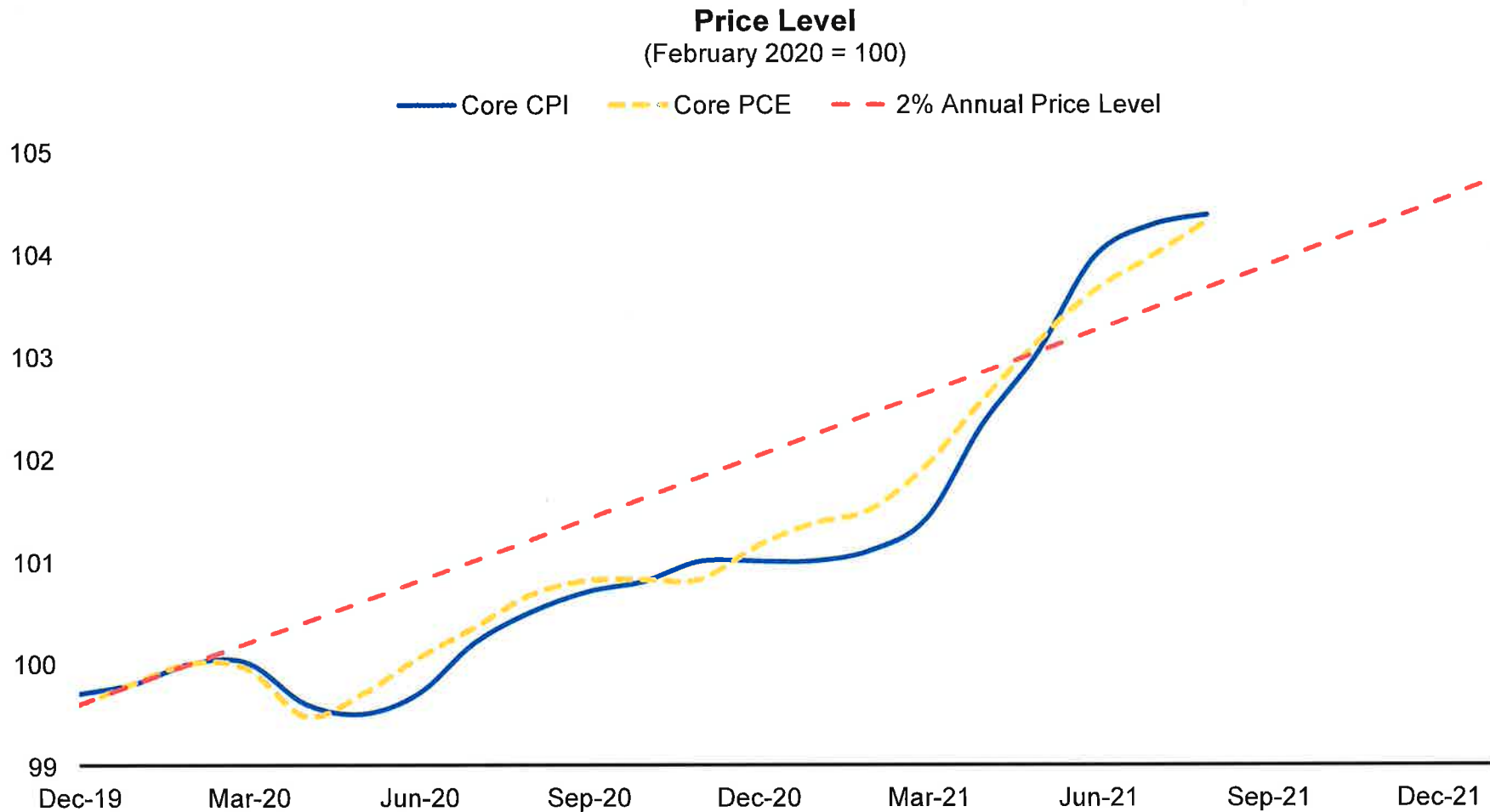
Jobs Lost to the Pandemic vs. Current Job Openings (in '000s)



Source: Bureau of Labor Statistics, PFM calculations; as of 9/30/2021. Jobs Lost represents a change in payroll employment numbers from February 2020 to July 2021.

202200474

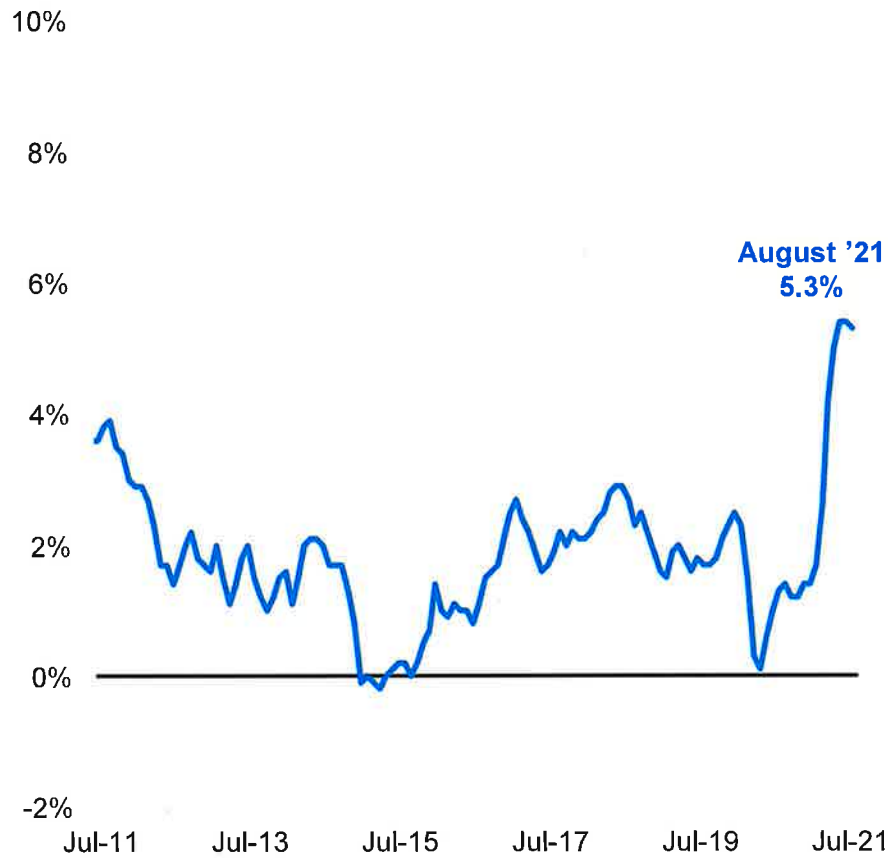
Inflation Indicators Surpass Pre-Covid Trend



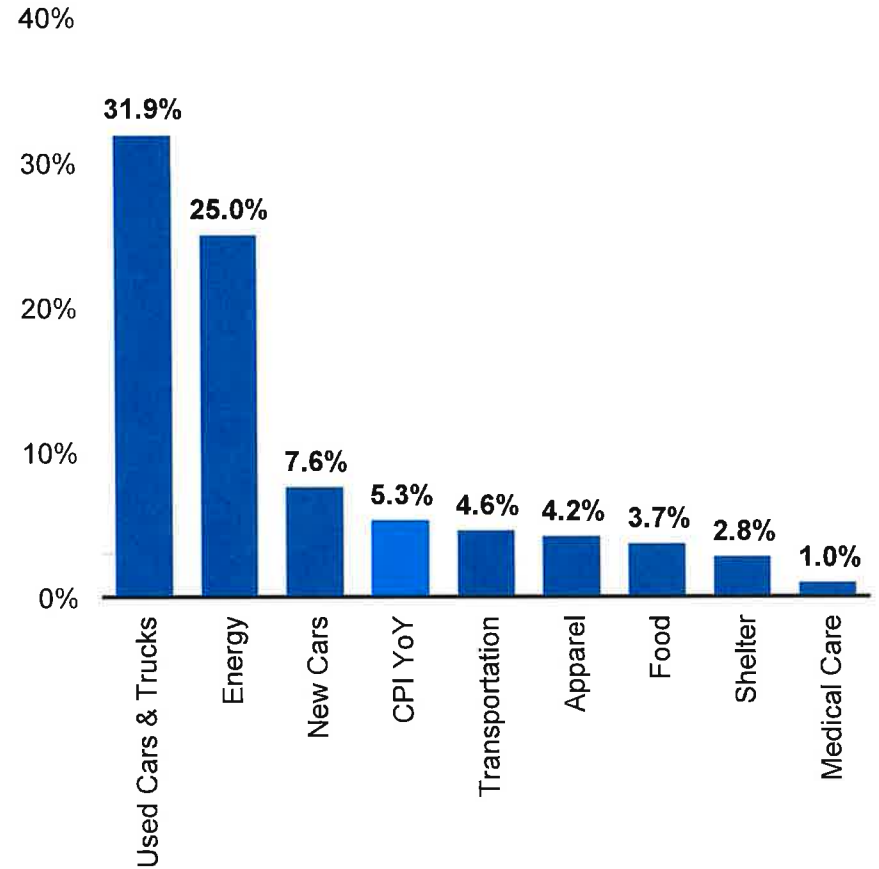
Source: Bloomberg, as of 9/30/2021.

Consumer Prices High; Investors Still Appear To Believe It Is Transitory

Consumer Price Index
% Change YoY



Key Consumer Price Index Components
% Change YoY



Source: Bloomberg, as of September 2021.

FOMC Acknowledges Economic Progress, Queues up Taper

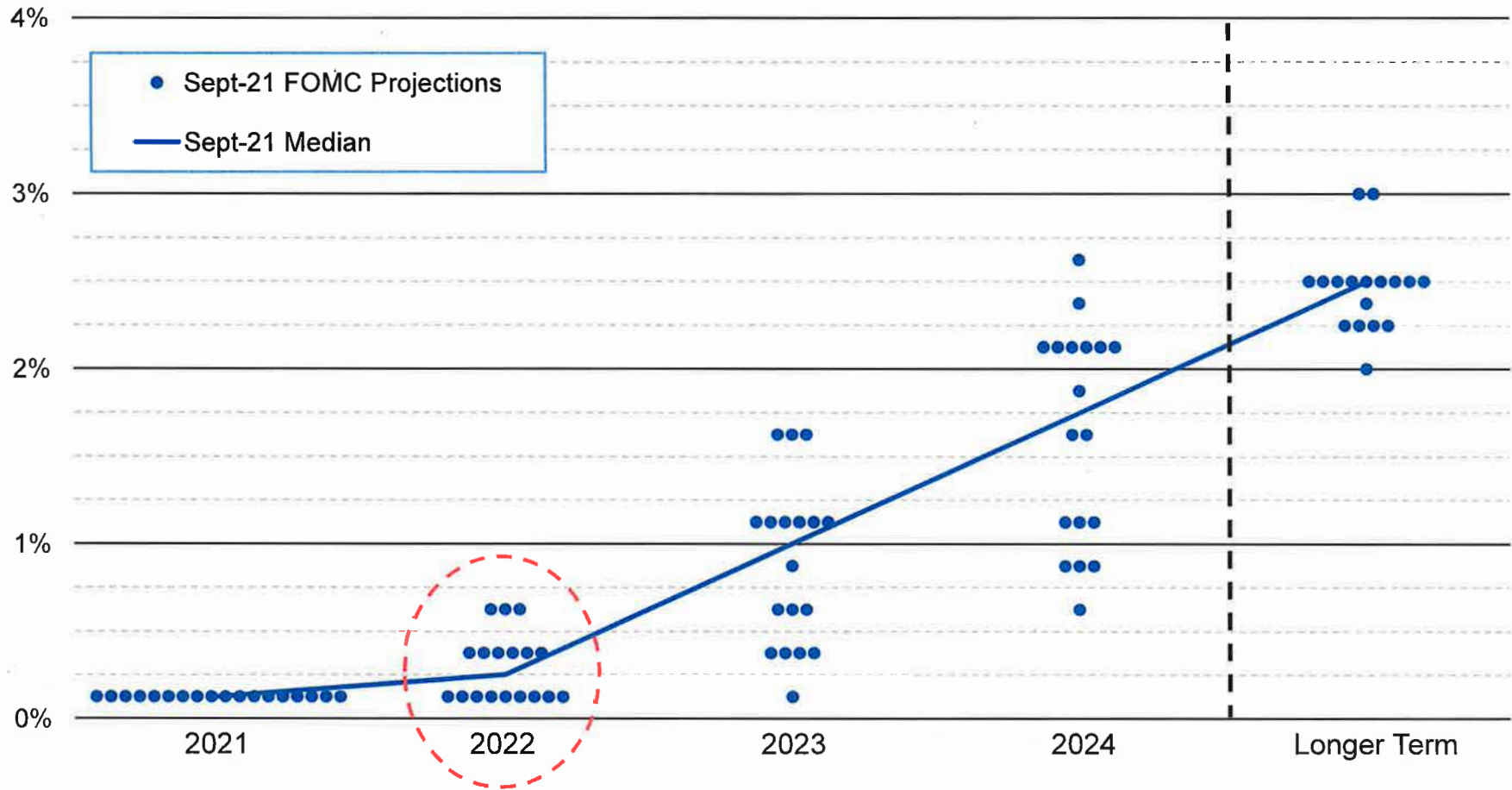


- With progress on vaccinations and strong policy support, **indicators of economic activity and employment have continued to strengthen**. The sectors most adversely affected by the pandemic have improved in recent months, but the rise in COVID-19 cases has slowed their recovery.
 - **Inflation is elevated, largely reflecting transitory factors**. Overall financial conditions remain accommodative, in part reflecting policy measures to support the economy and the flow of credit to U.S. households and businesses.
 - The path of the economy **continues to depend on the course of the virus**.
-
- The Committee **decided to keep the target range for the federal funds rate at 0 to 1/4 percent** and expects it will be appropriate to maintain this target range **until** labor market conditions have reached levels consistent with the Committee's assessments of **maximum employment and inflation has risen to 2 percent and is on track to moderately exceed 2 percent for some time**.
 - Last December, the Committee indicated it would continue to increase its holdings of Treasury ... and of agency mortgage-backed securities...until substantial further progress has been made toward its maximum employment and price stability goals. Since then, the economy has made progress toward these goals. **If progress continues broadly as expected, the Committee judges that a moderation in the pace of asset purchases may soon be warranted**.

Source: Federal Reserve.

Fed's September "Dot Plot" Signals Rate Liftoff in 2022

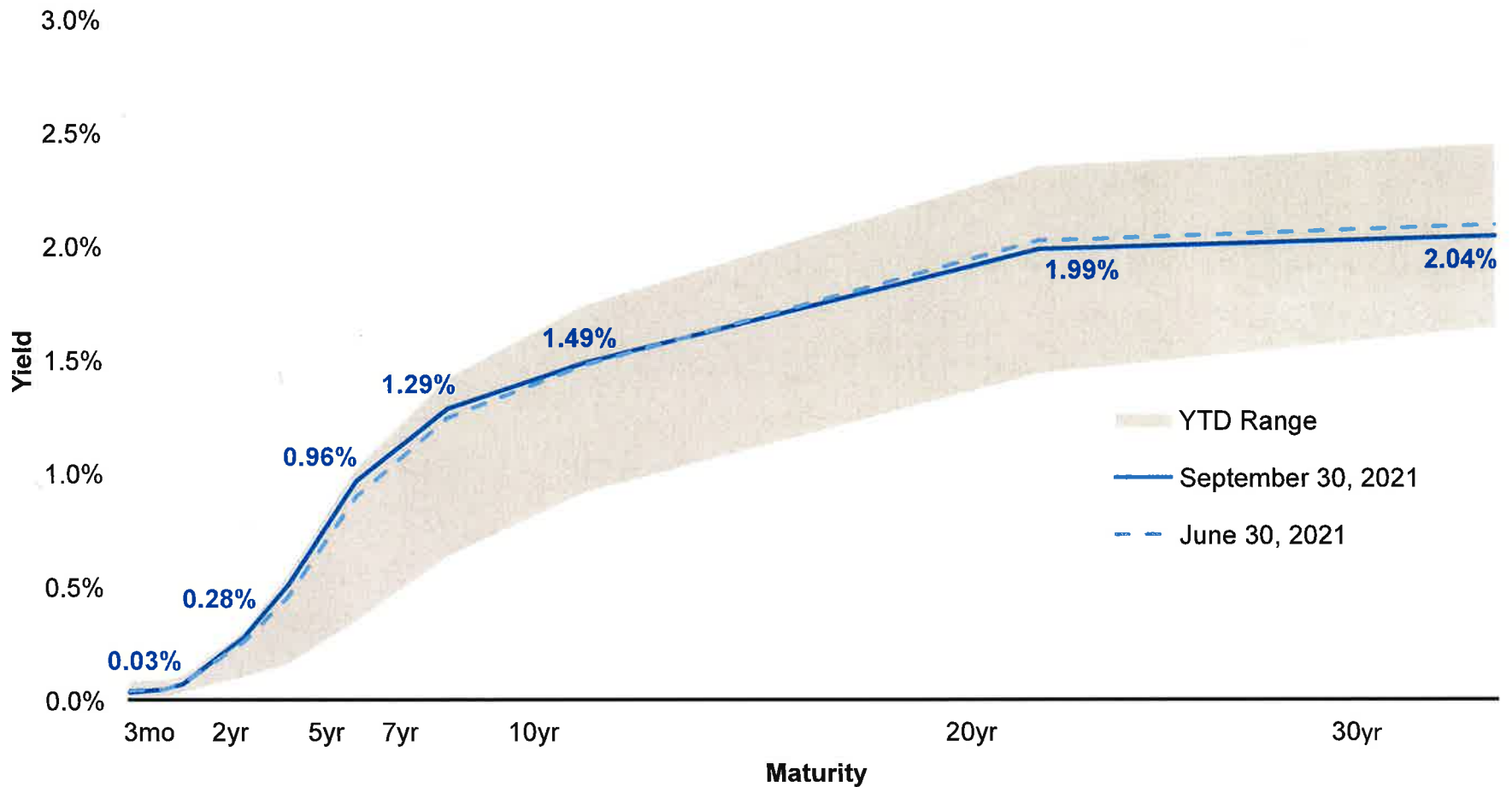
Fed Participants' Assessments of 'Appropriate' Monetary Policy



Source: Federal Reserve and Bloomberg. Individual dots represent each Fed members' judgement of the midpoint of the appropriate target range for the federal funds rate at each year-end.

Despite Volatility, Yields Ended Little Changed in the Third Quarter

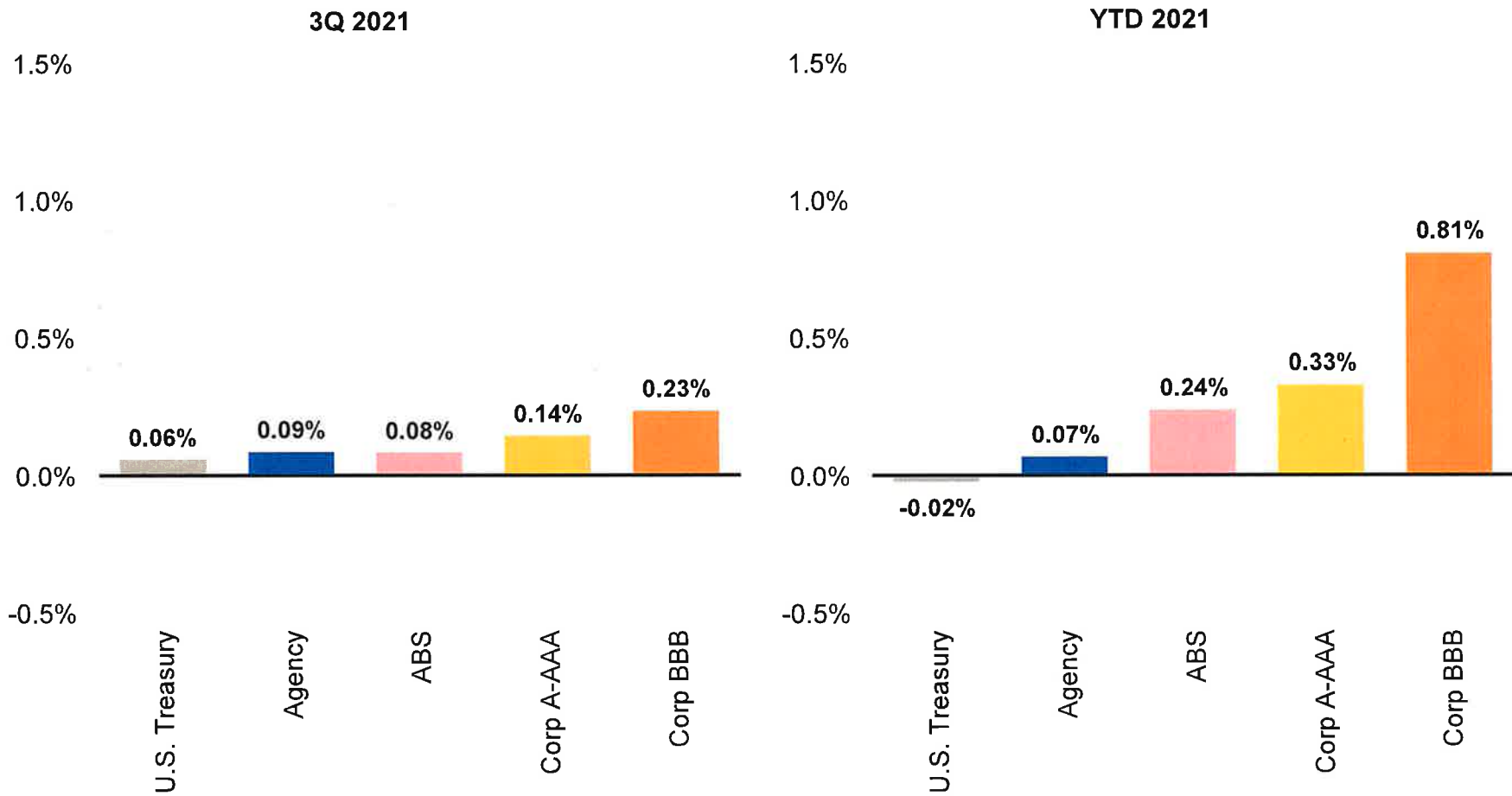
U.S. Treasury Yield Curve



Source: Bloomberg, as of 9/30/2021.













Credit Sectors Continue to Outperform

1-3 Year Indices



Source: ICE BofAML Indices. ABS indices are 0-3 year, based on weighted average life. As of 9/30/2021.

Fixed-Income Sector Outlook – Third Quarter 2021

Sector	Our Investment Preferences
COMMERCIAL PAPER / CD	
TREASURIES	
T-Bill	
T-Note	
FEDERAL AGENCIES	
Bullets	
Callables	
SUPRANATIONALS	
CORPORATES	
Financials	
Industrials	
SECURITIZED	
Asset-Backed	
Agency Mortgage-Backed	
Agency CMBS	
MUNICIPALS	

● Current outlook

○ Outlook one quarter ago

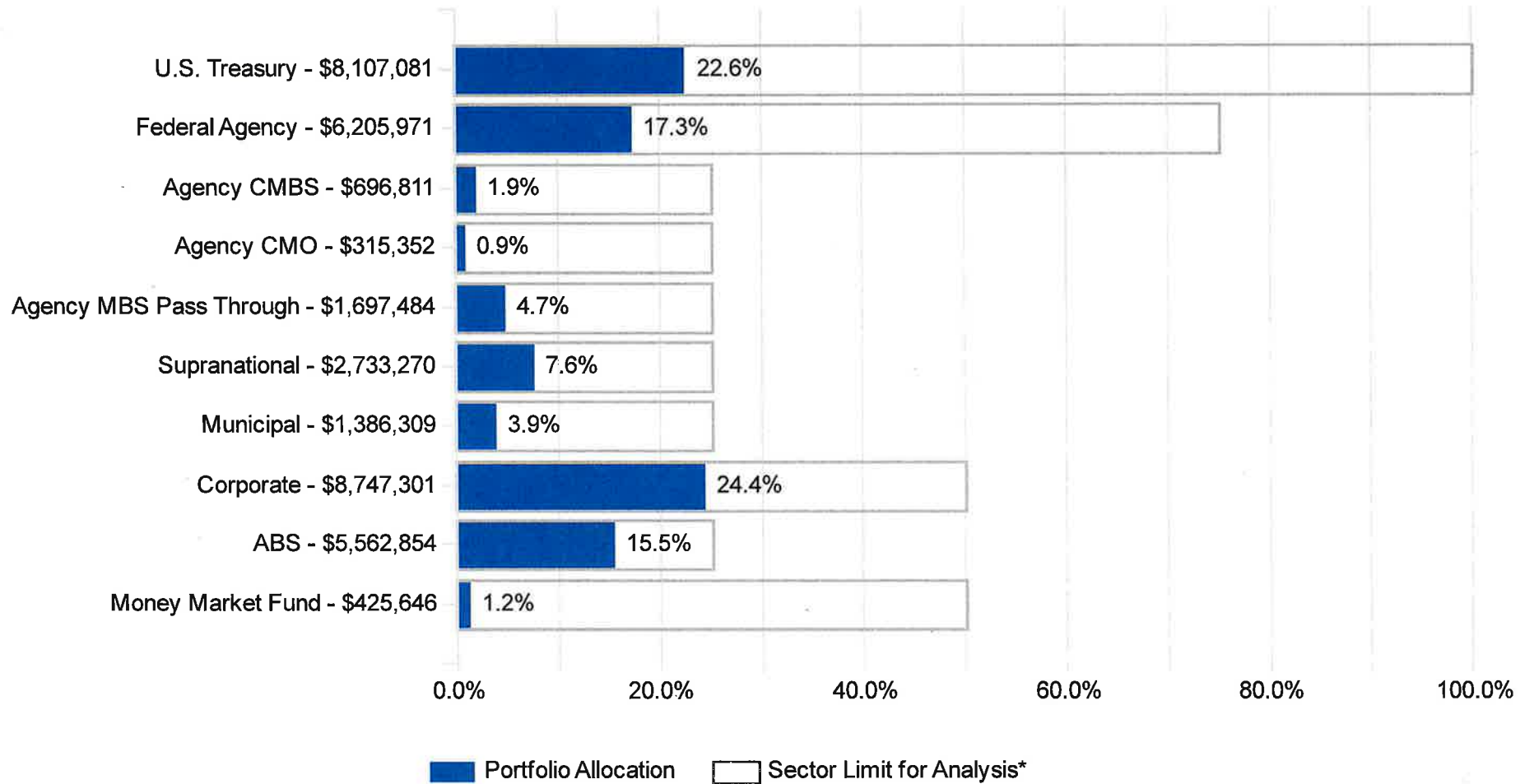


202200481

Fixed-Income Sector Commentary – Third Quarter 2021

- **U.S. Treasury Bills** were under pressure near the end of the quarter from debt ceiling concerns. Short-term yields remain range-bound due to Fed policy, while longer-term yields have climbed due to changing policy and economic expectations, offering extension and roll-down opportunities.
- **Federal Agency/GSE** securities offer essentially zero additional yield benefit against Treasury securities out to seven years. There is little room for further spread narrowing.
- **Supranational** debt issuance increased during the quarter, widening spreads and creating good investment opportunities.
- **Corporate Notes** have benefitted from economic tailwinds, strong profits, improving credit fundamentals, and supportive global monetary policy. Overall, valuations remain rich and spreads have narrowed, approaching June tightness.
- **Asset-Backed Securities** issuance has picked up ahead of forecasts. Collateral performance continues to be strong and yield spreads remain narrow. Shorter tranches offer good relative value.
- **Mortgage-Backed Securities** have experienced some spread widening, especially in lower coupon issues where collateral is most susceptible to rising Treasury yields.
- **Taxable Municipal** yield spreads narrowed as issuance slowed. Short maturities are especially tight. Proposed legislation that would again permit advance refundings could shift issuance to tax-exempts.
- **Commercial Paper and CD** rates have remained range-bound and near historical lows. Value can selectively be found in longer maturities, although rates remain anchored by Fed rate policy which is not expected to change in the near term.

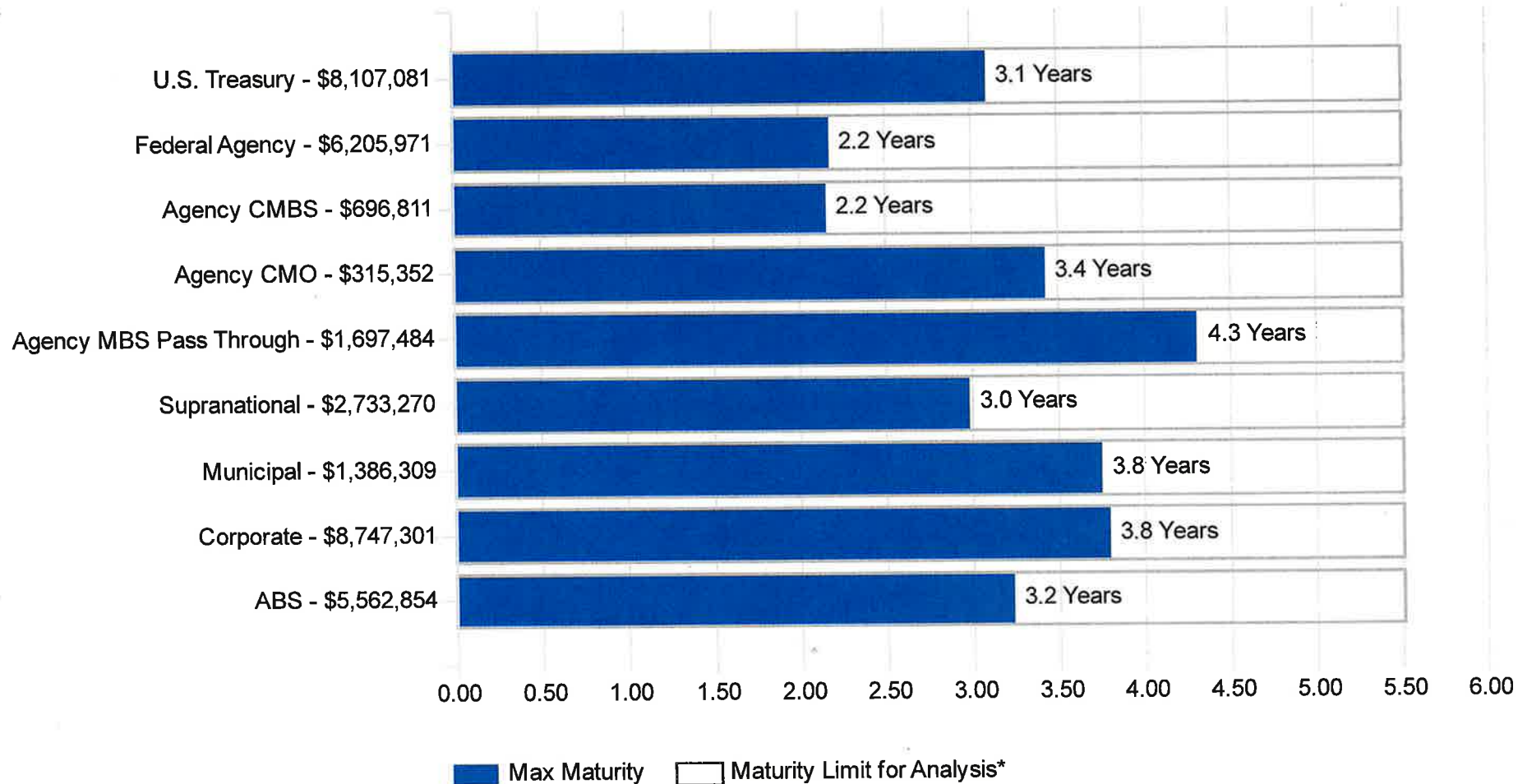
Sector Allocation Analytics



For informational/analytical purposes only and is not provided for compliance assurance.

*Sector Limit for Analysis is as derived from our interpretation of your most recent Investment Policy as provided.

Max Maturity Analytics



For informational/analytical purposes only and is not provided for compliance assurance. Excludes balances invested in overnight funds.

*Maturity Limit for Analysis is derived from our interpretation of your most recent Investment Policy as provided.

Mortgage-backed securities and asset-backed securities, if any, limit is based on weighted average life, if applicable. Callable securities, if any, limit is based on maturity date.

202200484

Issuer Diversification

Security Type / Issuer	Market Value (%)	S&P / Moody's / Fitch
U.S. Treasury	22.9%	
UNITED STATES TREASURY	22.9%	AA / Aaa / AAA
Federal Agency	17.5%	
FANNIE MAE	5.7%	AA / Aaa / AAA
FREDDIE MAC	11.8%	AA / Aaa / AAA
Agency CMBS	2.0%	
FREDDIE MAC	2.0%	AA / Aaa / AAA
Agency CMO	0.9%	
FANNIE MAE	0.3%	AA / Aaa / AAA
FREDDIE MAC	0.6%	AA / Aaa / AAA
Agency MBS Pass Through	4.8%	
FANNIE MAE	2.9%	AA / Aaa / AAA
FREDDIE MAC	1.3%	AA / Aaa / AAA
GOVERNMENT NATIONAL MORTGAGE ASSOCIATION	0.5%	AA / Aaa / AAA
Supranational	7.7%	
AFRICAN DEVELOPMENT BANK	0.7%	AAA / Aaa / AAA
ASIAN DEVELOPMENT BANK	2.9%	AAA / Aaa / AAA
INTER-AMERICAN DEVELOPMENT BANK	2.7%	AAA / Aaa / AAA
INTL BANK OF RECONSTRUCTION AND DEV	1.4%	AAA / Aaa / AAA
Municipal	3.9%	
ARIZONA TRANSPORTATION BOARD	0.4%	AA / Aa / NR
AVONDALE SCHOOL DISTRICT	0.3%	NR / Aa / NR
CITY OF TAMPA	0.1%	AAA / Aaa / AAA
DORMITORY AUTHORITY OF NEW YORK	0.2%	AA / NR / AA
FLORIDA STATE BOARD OF ADMIN FIN CORP	0.2%	AA / Aa / AA
NEW YORK ST URBAN DEVELOPMENT CORP	1.4%	AA / Aa / AA
PRINCE GEORGES COUNTY	0.1%	AAA / Aaa / AAA

Security Type / Issuer	Market Value (%)	S&P / Moody's / Fitch
Municipal	3.9%	
STATE OF CONNECTICUT	0.0%	A / Aa / AA
STATE OF MINNESOTA	0.6%	AAA / Aa / AAA
STATE OF MISSISSIPPI	0.2%	AA / Aa / AA
STATE OF WASHINGTON	0.4%	AA / Aaa / AA
Corporate	24.7%	
ADOBE INC	0.3%	A / A / NR
AMAZON.COM INC	1.1%	AA / A / AA
AMERICAN HONDA FINANCE	0.3%	A / A / NR
APPLE INC	1.2%	AA / Aa / NR
ASTRAZENECA PLC	0.5%	A / A / NR
BANK OF AMERICA CO	0.7%	A / A / AA
BANK OF MONTREAL	0.9%	A / A / AA
BANK OF NOVA SCOTIA	0.7%	A / A / AA
BRISTOL-MYERS SQUIBB CO	0.3%	A / A / NR
CANADIAN IMPERIAL BANK OF COMMERCE	0.7%	BBB / A / AA
CATERPILLAR INC	1.0%	A / A / A
CHARLES SCHWAB	0.3%	A / A / A
CITIGROUP INC	0.5%	BBB / A / A
CREDIT SUISSE GROUP RK	0.7%	A / A / A
DEERE & COMPANY	0.6%	A / A / A
GENERAL DYNAMICS CORP	0.5%	A / A / NR
GLAXOSMITHKLINE PLC TAL	0.1%	A / A / A
GOLDMAN SACHS GROUP INC	0.6%	BBB / A / A
HONEYWELL INTERNATIONAL	0.2%	A / A / A
HSBC HOLDINGS PLC	0.6%	A / A / A
IBM CORP	0.4%	A / A / NR

Ratings shown are calculated by assigning a numeral value to each security rating, then calculating a weighted average rating for each security type / issuer category using all available security ratings, excluding Not-Rated (NR) ratings. For security type / issuer categories where a rating from the applicable NRSRO is not available, a rating of NR is assigned. Excludes balances invested in money market funds.

Issuer Diversification

Security Type / Issuer	Market Value (%)	S&P / Moody's / Fitch
Corporate	24.7%	
JP MORGAN CHASE & CO	1.0%	A / A / AA
MERCK & CO INC	0.2%	A / A / A
MITSUBISHI UFJ FINANCIAL GROUP INC	0.7%	A / A / A
MORGAN STANLEY	0.7%	BBB / A / A
NATIONAL BANK OF CANADA	0.7%	BBB / A / A
NATIONAL RURAL UTILITIES CO FINANCE CORP	0.4%	A / A / A
PACCAR FINANCIAL CORP	0.6%	A / A / NR
PEPSICO INC	0.2%	A / A / NR
RABOBANK NEDERLAND	0.8%	A / Aa / AA
ROYAL BANK OF CANADA	0.9%	A / A / AA
ROYAL DUTCH SHELL PLC	0.7%	A / Aa / AA
SUMITOMO MITSUI FINANCIAL GROUP INC	0.7%	A / A / NR
THE BANK OF NEW YORK MELLON CORPORATION	1.0%	A / A / AA
TORONTO-DOMINION BANK	1.0%	A / A / AA
TOYOTA MOTOR CORP	0.8%	A / A / A
UNITEDHEALTH GROUP INC	0.3%	A / A / A
WELLS FARGO & COMPANY	0.6%	BBB / A / A
WESTPAC BANKING CORP	0.8%	AA / Aa / A
ABS	15.7%	
BANK OF AMERICA CO	0.1%	AAA / NR / AAA
BMW FINANCIAL SERVICES NA LLC	0.2%	AAA / Aaa / NR
BMW VEHICLE OWNER TRUST	0.2%	AAA / NR / AAA
CARMAX AUTO OWNER TRUST	1.9%	AAA / NR / AAA
CNH EQUIPMENT TRUST	0.7%	AAA / Aaa / AAA
DISCOVER FINANCIAL SERVICES	0.5%	NR / Aaa / AAA

Security Type / Issuer	Market Value (%)	S&P / Moody's / Fitch
ABS	15.7%	
FORD CREDIT AUTO LEASE TRUST	0.1%	AAA / NR / AAA
FORD CREDIT AUTO OWNER TRUST	1.0%	AAA / Aaa / NR
GM FINANCIAL CONSUMER AUTOMOBILE TRUST	0.7%	AAA / Aaa / AAA
GM FINANCIAL LEASINGTRUST	0.9%	AAA / Aaa / AAA
HARLEY-DAVIDSON MOTORCYCLE TRUST	0.5%	AAA / Aaa / NR
HONDA AUTO RECEIVABLES	1.7%	AAA / Aaa / AAA
HYUNDAI AUTO RECEIVABLES	0.8%	AAA / NR / AAA
JOHN DEERE OWNER TRUST	0.3%	NR / Aaa / AAA
MERCEDES-BENZ AUTO LEASE TRUST	0.4%	AAA / Aaa / AAA
MERCEDES-BENZ AUTO RECEIVABLES	0.2%	AAA / NR / AAA
NISSAN AUTO LEASE TRUST	0.4%	AAA / Aaa / NR
NISSAN AUTO RECEIVABLES	0.8%	AAA / Aaa / NR
TOYOTA MOTOR CORP	1.5%	AAA / Aaa / NR
VERIZON MASTER TRUST	0.5%	AAA / Aaa / AAA
VERIZON OWNER TRUST	1.3%	AAA / Aaa / AAA
VOLKSWAGEN AUTO LEASE TURST	0.4%	AAA / NR / AAA
WORLD OMNI AUTO REC TRUST	0.8%	AAA / NR / AAA
Total	100.0%	

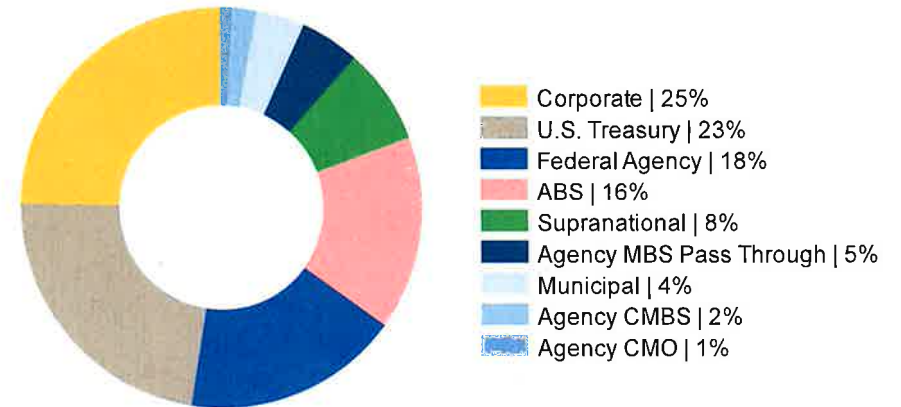
Ratings shown are calculated by assigning a numeral value to each security rating, then calculating a weighted average rating for each security type / issuer category using all available security ratings, excluding Not-Rated (NR) ratings. For security type / issuer categories where a rating from the applicable NRSRO is not available, a rating of NR is assigned. Excludes balances invested in money market funds.

Portfolio Snapshot - FL STATE COLLEGE AT JACKSONVILLE OP FUND¹

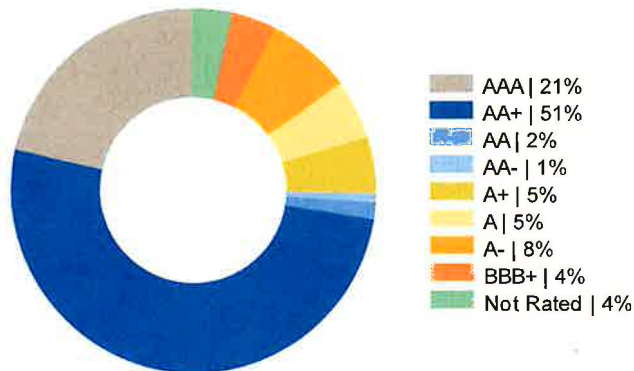
Portfolio Statistics

Total Market Value	\$35,938,541.13
Portfolio Effective Duration	1.85 years
Benchmark Effective Duration	1.82 years
Yield At Cost	0.79%
Yield At Market	0.62%
Portfolio Credit Quality	AA

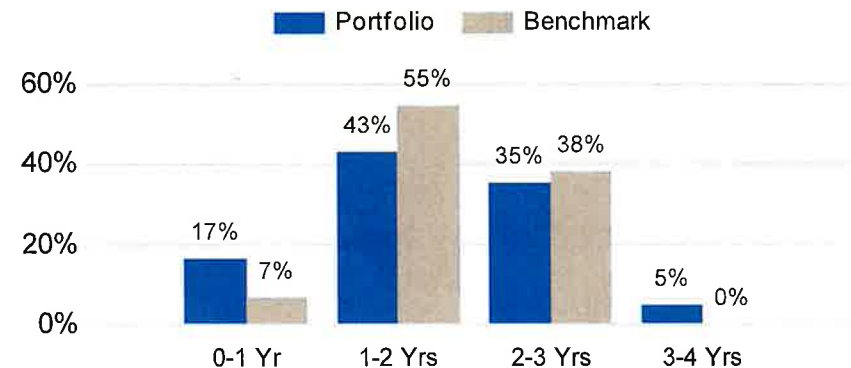
Sector Allocation



Credit Quality - S&P



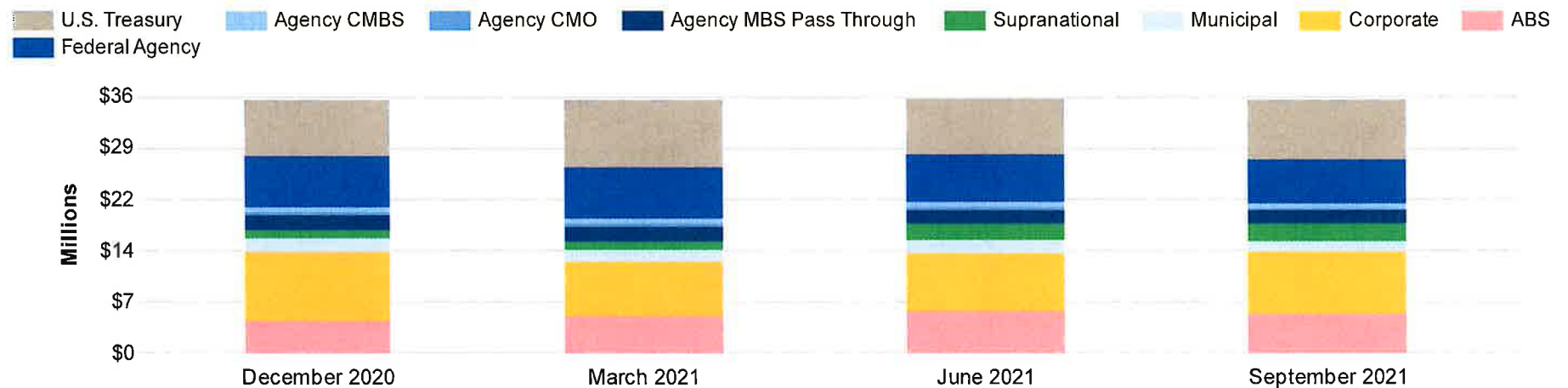
Duration Distribution



1. The portfolio's benchmark is currently the ICE BofAML 1-3 Year U.S. Government/Corp A Rated and Above Index. Prior to 9/30/19 it was the ICE BofAML 1-5 Year Government/Corp A-AAA Index. Source: Bloomberg.
An average of each security's credit rating was assigned a numeric value and adjusted for its relative weighting in the portfolio.

Sector Allocation Review - FL STATE COLLEGE AT JACKSONVILLE OP FUND

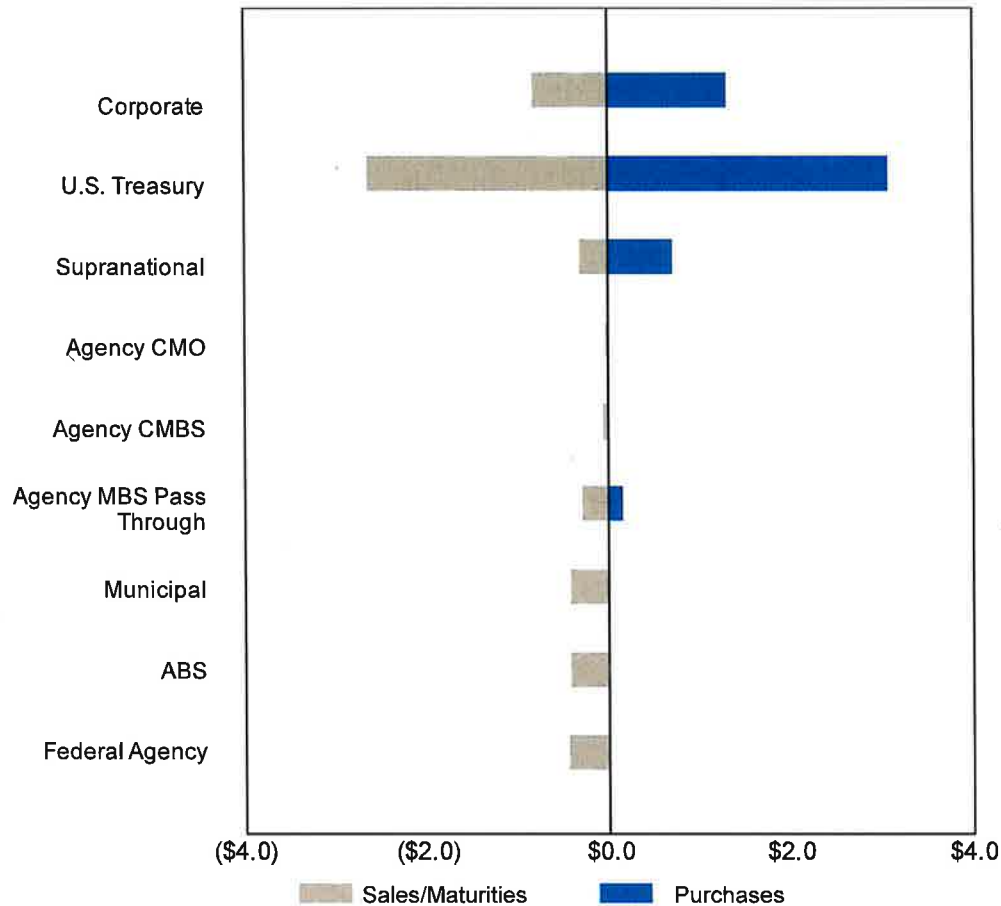
Security Type	Dec-20	% of Total	Mar-21	% of Total	Jun-21	% of Total	Sep-21	% of Total
U.S. Treasury	\$7.7	21.7%	\$9.1	25.5%	\$7.7	21.5%	\$8.1	22.9%
Federal Agency	\$7.2	20.2%	\$7.2	20.3%	\$6.6	18.6%	\$6.2	17.5%
Agency CMBS	\$0.8	2.1%	\$0.9	2.5%	\$0.7	2.1%	\$0.7	2.0%
Agency CMO	\$0.4	1.2%	\$0.4	1.1%	\$0.3	1.0%	\$0.3	0.9%
Agency MBS Pass Through	\$2.2	6.2%	\$2.0	5.7%	\$1.9	5.2%	\$1.7	4.8%
Supranational	\$1.2	3.3%	\$1.2	3.3%	\$2.3	6.6%	\$2.7	7.7%
Municipal	\$1.8	5.0%	\$1.8	5.1%	\$1.8	5.0%	\$1.4	3.9%
Corporate	\$9.6	27.1%	\$7.5	21.3%	\$8.3	23.2%	\$8.7	24.6%
ABS	\$4.7	13.2%	\$5.4	15.2%	\$6.0	16.8%	\$5.6	15.7%
Total	\$35.6	100.0%	\$35.4	100.0%	\$35.7	100.0%	\$35.5	100.0%



Market values, excluding accrued interest. Only includes investments held within the separately managed account(s). Detail may not add to total due to rounding.

Portfolio Activity - FL STATE COLLEGE AT JACKSONVILLE OP FUND

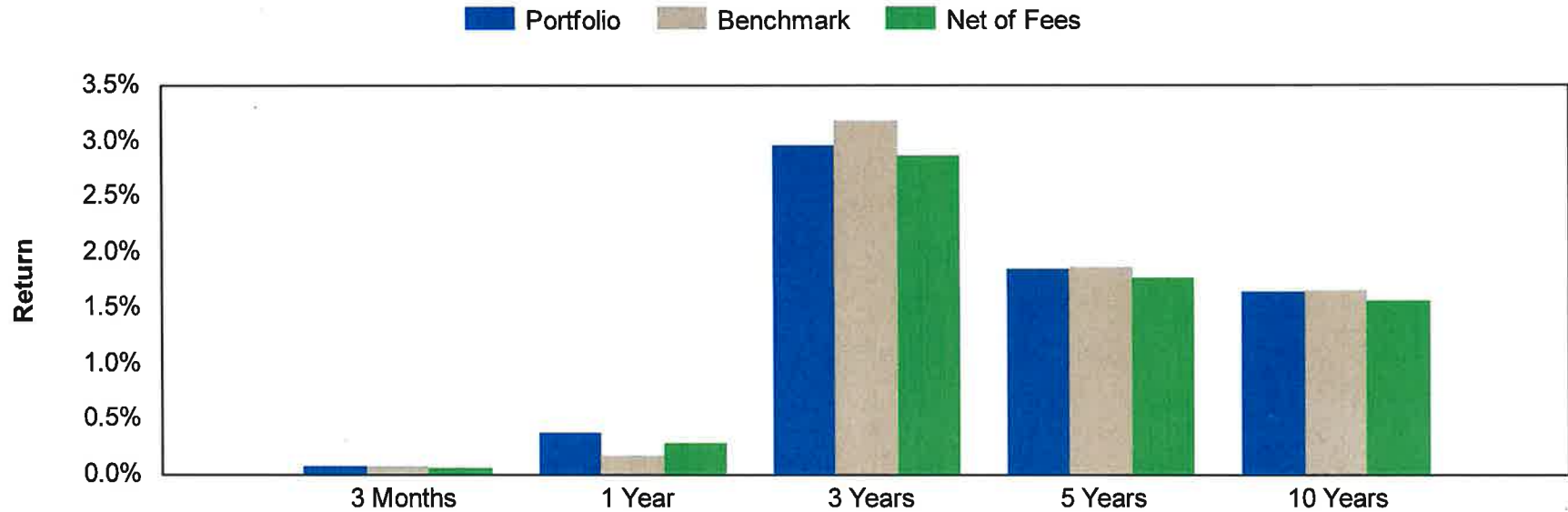
Net Activity by Sector
(\$ millions)



Sector	Net Activity
Corporate	\$481,605
U.S. Treasury	\$431,808
Supranational	\$392,805
Agency CMO	(\$28,443)
Agency CMBS	(\$39,179)
Agency MBS Pass Through	(\$142,695)
Municipal	(\$404,041)
ABS	(\$419,722)
Federal Agency	(\$425,181)

Based on total proceeds (principal and accrued interest) of buys, sells, maturities, and principal paydowns. Detail may not add to total due to rounding.

Portfolio Performance



Market Value Basis Earnings	3 Months	1 Year	3 Years	5 Years	10 Years
Interest Earned ²	\$89,030	\$437,823	\$1,898,193	\$3,635,621	\$8,138,407
Change in Market Value	(\$61,106)	(\$299,898)	\$1,215,915	(\$426,638)	(\$1,124,215)
Total Dollar Return	\$27,924	\$137,925	\$3,114,108	\$3,208,983	\$7,014,192
Total Return³					
Portfolio	0.08%	0.38%	2.96%	1.86%	1.65%
Benchmark ⁴	0.07%	0.17%	3.19%	1.87%	1.67%
Basis Point Fee	0.02%	0.09%	0.09%	0.09%	0.08%
Net of Fee Return	0.05%	0.29%	2.87%	1.78%	1.57%

1. The lesser of 10 years or since inception is shown. Performance inception date is June 30, 2006.
 2. Interest earned calculated as the ending accrued interest less beginning accrued interest, plus net interest activity.
 3. Returns for periods one year or less are presented on a periodic basis. Returns for periods greater than one year are presented on an annualized basis.
 4. The portfolio's benchmark is currently the ICE BofAML 1-3 Year U.S Government/Corp A Rated and Above Index. Prior to 9/30/19 it was the ICE BofAML 1-5 Year Government/Corp A-AAA Index. Source: Bloomberg.

202200490

Important Disclosures

This material is based on information obtained from sources generally believed to be reliable and available to the public; however, PFM Asset Management LLC cannot guarantee the accuracy, completeness, or suitability of information provided by third party sources. This material is for general information purposes only and is not intended to provide specific advice or a specific recommendation. All statements as to what will or may happen under certain circumstances are based on assumptions, some, but not all of which, are noted in the presentation. Assumptions may or may not be proven correct as actual events occur, and results may depend on events outside of your or our control. Changes in assumptions may have a material effect on results. Past performance does not necessarily reflect and is not a guaranty of future results. The information contained in this presentation is not an offer to purchase or sell any securities.

- Market values that include accrued interest are derived from closing bid prices as of the last business day of the month as supplied by Refinitiv or Bloomberg. Where prices are not available from generally recognized sources, the securities are priced using a yield-based matrix system to arrive at an estimated market value.
- In accordance with generally accepted accounting principles, information is presented on a trade date basis; forward settling purchases are included in the monthly balances, and forward settling sales are excluded.
- Performance is presented in accordance with the CFA Institute's Global Investment Performance Standards (GIPS). Unless otherwise noted, performance is shown gross of fees. Quarterly returns are presented on an unannualized basis. Returns for periods greater than one year are presented on an annualized basis. Past performance is not indicative of future returns.
- Bank of America/Merrill Lynch Indices provided by Bloomberg Financial Markets.
- Money market fund/cash balances are included in performance and duration computations.
- Standard & Poor's is the source of the credit ratings. Distribution of credit rating is exclusive of money market fund/LGIP holdings.
- Callable securities in the portfolio are included in the maturity distribution analysis to their stated maturity date, although, they may be called prior to maturity.
- MBS maturities are represented by expected average life.



FSCJ

Florida State College
at Jacksonville

Investment Performance Review
QUASI ENDOWMENT FUND
For the Quarter Ended September 30, 2021

Investment Advisors

Steven Alexander, CTP, CGFO, CPPT, Managing Director
Khalid Yasin, CIMA®, CHP, Director
Scott Sweeten, BCM, CFS, Relationship Manager
Sean Gannon, CTP, Senior Managing Consultant
Melissa Lindman, Senior Associate

PFM Asset Management LLC

1735 Market Street
43rd Floor
Philadelphia, PA 19103
215.567.6100
215.567.4180 fax

3501 Quadrangle Boulevard
Suite 270
Orlando, FL 32817
407.723.5900
407.273.5901 fax

Executive Summary

The Florida State College at Jacksonville Quasi Endowment Fund portfolio (the “Portfolio”) returned -0.33% (net of mutual fund fees) in the 3rd quarter of 2021, outperforming its policy benchmark return of -0.79% by 0.46%. Over the past year, the portfolio had a return of 24.12% outperforming its 21.09% benchmark return. Since the inception date of July 1, 2016, the portfolio returned 12.63% annually compared to its 11.74% benchmark. In dollar terms, the portfolio lost \$23,900 in return on investment over the quarter and gained \$1,411,008 over the past 12-months.

The S&P 500 Index returned 0.6% for the quarter, hampered by a surge in COVID-19 delta variant infections and the Fed's recent talk of tapering. International markets, as measured by the MSCI ACWI ex-U.S. Index, underperformed their domestic equity counterparts, returning -3.0% for the quarter. Challenges posed by delta variant outbreaks and the global energy crisis loom large over international markets. The U.S. bond market, as represented by the Bloomberg Barclays U.S. Aggregate Index, returned 0.1%.

The third quarter of 2021 saw moderating but still above-trend economic growth. The recovery is continuing, but the economy faces familiar headwinds. The delta variant triggered a summer slowdown in spending, but consumers remain in a strong position to help power the economic recovery. Nevertheless, the impact of waning monetary and fiscal stimulus creates a larger degree of uncertainty for the economy. Currently, the portfolio is well-diversified and in line with the Foundation’s long-term goals and objectives.



Executive Summary

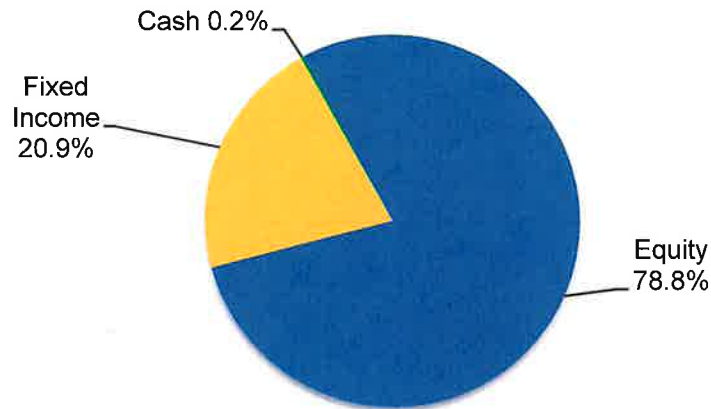
Current Asset Allocation

Asset Class	Market Value	Pct (%)
Cash	\$17,792	0.2%
Equity	5,723,206	78.8%
Fixed Income	1,520,334	20.9%
Total	\$7,261,332	100.0%

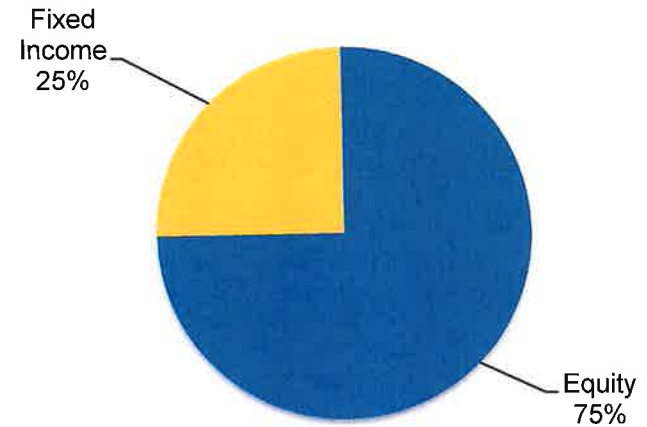
Target Asset Allocation

Asset Class	Market Value	Pct (%)	Range
Cash	\$0	0%	0% - 20%
Equity	5,445,999	75%	70%-80%
Fixed Income	1,815,333	25%	20%-30%
Total	\$7,261,332	100%	

Current Asset Allocation



Target Asset Allocation



QUARTERLY MARKET SUMMARY

Market Index Performance

As of September 30, 2021

	QTD	YTD	1 Year	3 Years	5 Years	7 Years	10 Years
DOMESTIC EQUITY							
S&P 500	0.58%	15.92%	30.00%	15.99%	16.90%	14.01%	16.63%
Russell 3000 Index	-0.10%	14.99%	31.88%	16.00%	16.85%	13.93%	16.60%
Russell 1000 Value Index	-0.78%	16.14%	35.01%	10.07%	10.94%	9.32%	13.51%
Russell 1000 Growth Index	1.16%	14.30%	27.32%	22.00%	22.84%	18.51%	19.68%
Russell Midcap Index	-0.93%	15.17%	38.11%	14.22%	14.39%	12.15%	15.52%
Russell 2500 Index	-2.68%	13.83%	45.03%	12.47%	14.25%	12.19%	15.27%
Russell 2000 Value Index	-2.98%	22.92%	63.92%	8.58%	11.03%	10.19%	13.22%
Russell 2000 Index	-4.36%	12.41%	47.68%	10.54%	13.45%	11.90%	14.63%
Russell 2000 Growth Index	-5.65%	2.82%	33.27%	11.70%	15.34%	13.19%	15.74%
INTERNATIONAL EQUITY							
MSCI EAFE (net)	-0.45%	8.35%	25.73%	7.62%	8.81%	5.80%	8.10%
MSCI AC World Index (Net)	-1.05%	11.12%	27.44%	12.58%	13.20%	9.95%	11.90%
MSCI AC World ex USA (Net)	-2.99%	5.90%	23.92%	8.03%	8.94%	5.68%	7.48%
MSCI AC World ex USA Small Cap (Net)	0.00%	12.23%	33.06%	10.33%	10.28%	8.15%	9.44%
MSCI EM (Net)	-8.09%	-1.25%	18.20%	8.58%	9.23%	5.62%	6.09%
ALTERNATIVES							
FTSE NAREIT Equity REIT Index	0.98%	23.15%	37.39%	10.01%	6.83%	9.04%	11.27%
FTSE EPRA/NAREIT Developed Index	-0.73%	15.26%	30.81%	7.18%	5.51%	6.65%	9.27%
Bloomberg Commodity Index Total Return	6.59%	29.13%	42.29%	6.86%	4.54%	-1.49%	-2.66%
FIXED INCOME							
Blmbg. Barc. U.S. Aggregate	0.05%	-1.56%	-0.90%	5.35%	2.94%	3.26%	3.01%
Blmbg. Barc. U.S. Government/Credit	0.04%	-1.93%	-1.13%	5.94%	3.24%	3.54%	3.24%
Blmbg. Barc. Intermed. U.S. Government/Credit	0.02%	-0.87%	-0.40%	4.63%	2.60%	2.74%	2.52%
Blmbg. Barc. U.S. Treasury: 1-3 Year	0.07%	-0.03%	0.02%	2.68%	1.64%	1.47%	1.17%
Blmbg. Barc. U.S. Corp: High Yield	0.89%	4.53%	11.28%	6.91%	6.52%	5.89%	7.42%
Credit Suisse Leveraged Loan index	1.13%	4.65%	8.46%	4.09%	4.64%	4.25%	5.04%
ICE BofAML Global High Yield Constrained (USD)	-0.35%	2.13%	9.75%	6.43%	6.04%	5.27%	7.12%
Blmbg. Barc. Global Aggregate Ex USD	-1.59%	-5.95%	-1.16%	3.17%	1.10%	1.23%	0.90%
JPM EMBI Global Diversified	-0.70%	-1.36%	4.36%	5.65%	3.89%	4.90%	5.80%
CASH EQUIVALENT							
90 Day U.S. Treasury Bill	0.02%	0.04%	0.07%	1.18%	1.15%	0.85%	0.61%

Source: Investment Metrics. Returns are expressed as percentages. Please refer to the last page of this document for important disclosures relating to this material.

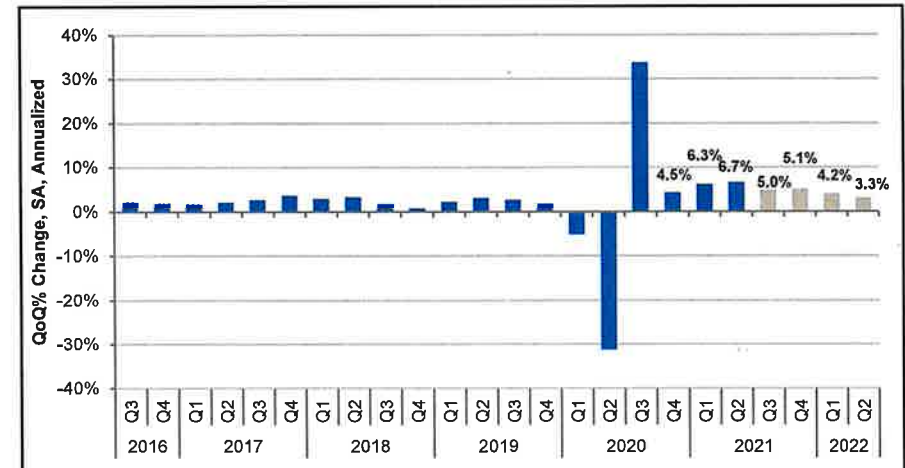


QUARTERLY MARKET SUMMARY

THE ECONOMY

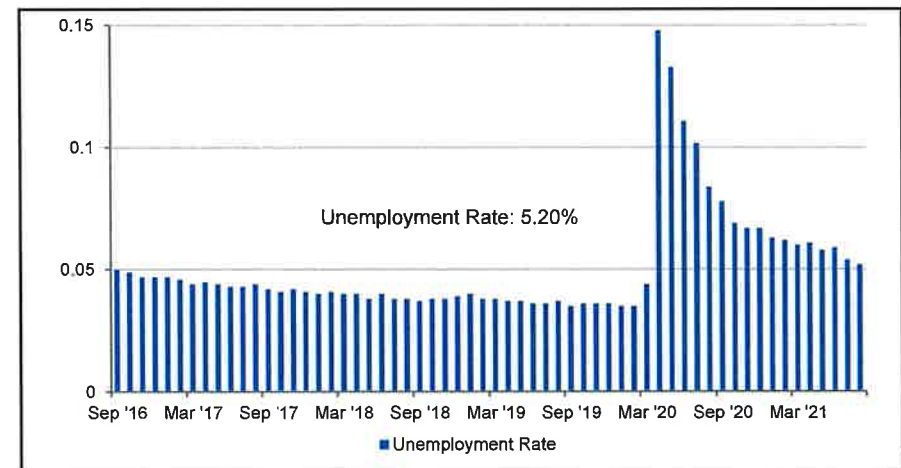
- Over the quarter, a surge of COVID-19 infections driven by the highly contagious delta variant put a strain on economic recovery as well as healthcare systems. The spike in global cases had widespread effects that reached many corners of the economic environment. Consumer sentiment declined all throughout the quarter, dropping to its lowest level since November last year. Whether this drag on recovery will continue is yet to be seen. Signs point to a decline in delta, as new case growth, on a seven-day-average basis, decreased by one-third during September. The positive test rate was down by a similar amount, and hospitalizations have been falling by almost as much. The improvement has been sharp, and it may well continue.
- The labor market showed inconsistent signs of recovery. While wages have increased and the number of job openings climbs higher, labor force participation has remained depressed with many industries unable to find workers. The positivity of the quarter-end decline in initial jobless claims was overshadowed by a jobs growth report that showed employment continuing to slow to its weakest pace this year.
- In the September meeting, the Federal Open Market Committee (FOMC) hinted at the possible tapering of asset purchasing later this year, perhaps as early as November. However, a “substantial further progress” hurdle on jobs and inflation in order to begin tapering was set in December. The updated September projections showed officials are now evenly split on whether or not it will be appropriate to begin raising the Federal Funds at least once in 2022. The Federal Reserve (Fed) has telegraphed it would not raise it before 2024, but policymakers’ timelines have been expedited over rising inflation concerns as August saw inflation at 4.3%. Consumer concerns about inflation have been high as well, with September’s survey of American households showing expectations of inflation rose to 5.3%.
- The U.S. trade deficit widened to a record high in August, jumping 4.2% as American consumers continued to show a strong appetite for imported goods such as pharmaceutical products and toys. However, supply chain disruptions continued to constrain global trade. The trade gap expanded to \$73.3 billion in August from \$70.3 billion in July. The increasing trade deficit will increasingly drag growth, subtracting from gross domestic product (GDP) growth for four straight quarters. The Atlanta Federal Reserve is forecasting a slowing of the GDP growth to a 2.3% annualized rate in the third quarter, a significant decrease from the incredible recent recovery, which resulted in a 6.7% growth rate in the second quarter.

U.S. Real GDP Growth
Seasonally Adjusted (SA)



Source: Bloomberg. Blue bars indicate actual numbers; taupe bars indicate forecasted estimates.

Monthly Unemployment Rate



Source: Bloomberg.

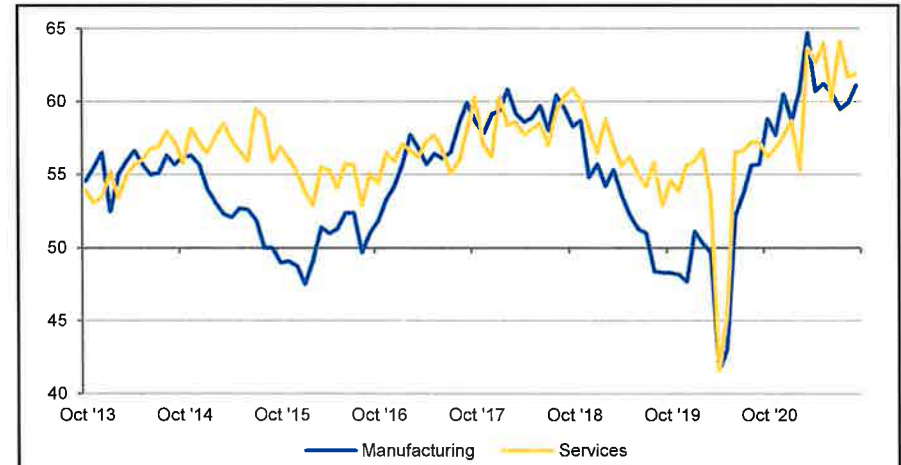


QUARTERLY MARKET SUMMARY

WHAT WE'RE WATCHING

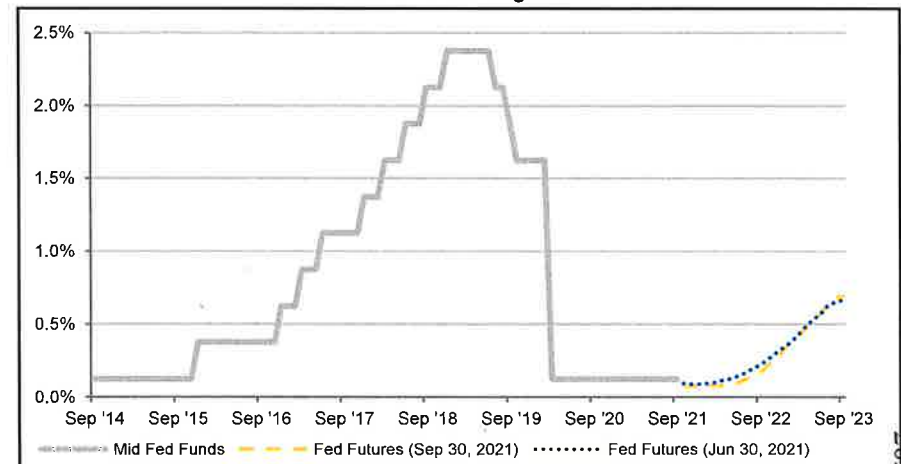
- The supply chain crisis continues, prompting worries about the world economy possibly slumping while prices are still rising quickly. Drewry's shipping index measures the composite cost of shipping containers and is up 291% compared with a year ago, with some of the busiest routes up sixfold. Contributing to the high prices are the long waits as ships and goods pile up at ports, met with a shortage workers and drivers. Even as other parts of the economy continue to recover, bottlenecks are forecast to constrain manufacturing output well into next year, hurting a sector that had powered the global recovery until recently. The IMF has revised their projections for the global economy's growth, stating the current global growth projection is 5.9% in 2021 and 4.9% in 2022, 0.1% lower for 2021 than in the July forecast.
- The global energy crisis is making its mark across all economies. More than half of China's provinces have been rationing electricity, causing China's factory activity to unexpectedly shrink in September as manufacturers are forced to pause production. While China has just loosened its regulation of coal-powered energy producers in a bid to encourage more energy production, the energy shortage may weigh on GDP growth in 2022. In Europe, natural gas prices have rocketed almost 600% this year on worries that current low storage levels will be insufficient for the winter. Meanwhile, an increasing number of gas stations have been running out of fuel in the UK due to its "just-in-time market," leaving the country with little reserves. An agreement with Russia may reduce some of the issues in supply, but it remains to be seen if and how that will play out. Here in the U.S., gas prices have risen by 47% since the start of August and oil prices have hit a seven-year high, a ripple effect of the energy crunch elsewhere in the world.
- The ending of emergency stimulus and raising of rates across the world is creeping closer as central bankers look to the balance of risks. They will have to decide between targeting inflation with tighter monetary policy adding to the pressure on economies or trying to boost demand, possibly igniting prices further. Some countries have taken a more aggressive approach, with Norway, Brazil, Mexico, South Korea and New Zealand already raising interest rates. Others are more concerned about slowing growth. The European Central Bank and the Bank of Japan have communicated a continued plan to keep stimulating their economies, maintaining that the current inflation is transitory. The U.S. stands somewhere in the middle with the plans to taper bond purchases while maintaining rates.

ISM Manufacturing & Services PMI



Source: Bloomberg.

Federal Funds Target Rate



Source: Bloomberg.

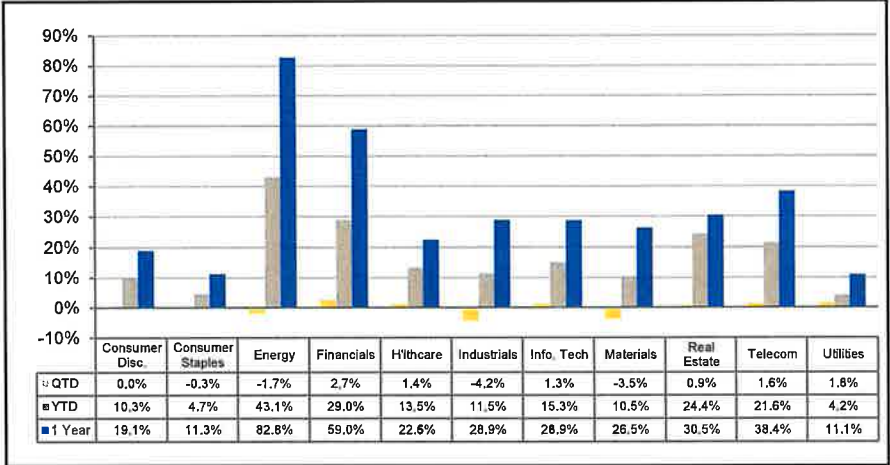


QUARTERLY MARKET SUMMARY

DOMESTIC EQUITY

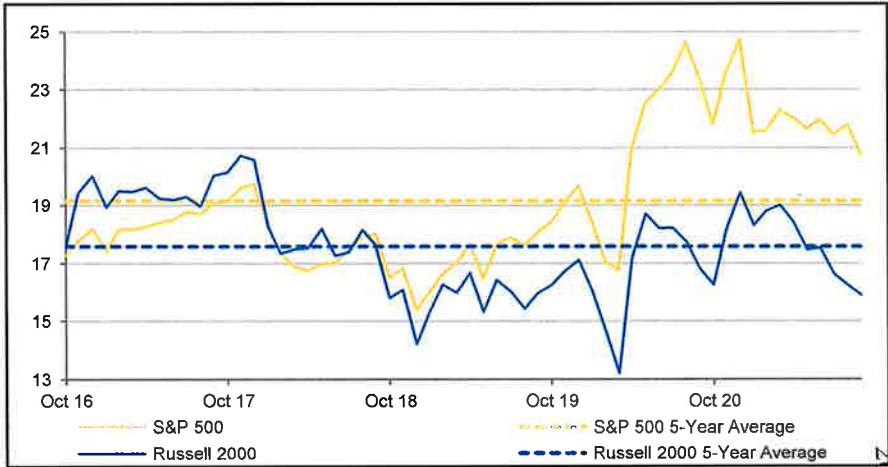
- The S&P 500 Index (S&P) posted a return of 0.58% for the quarter because September posted a negative return of -4.65%, which was a drag on the July and August returns. The Fed's recent meeting suggested tapering asset purchases, rising inflation expectations, debt ceiling discussions and slowing activity indicators. This resulted from the delta variant surge that led to higher volatility during the back half of the quarter.
- Within the S&P, six out of 11 sectors produced positive returns, with Financials (+2.7%), Utilities (+1.8%), and Communication services (+1.6%) leading the way. The Industrials (-4.2%) sector was the worst-performing sector during the quarter.
- Value stocks, as represented by the Russell 1000 Value Index, returned -0.78%, lagging growth stocks, as represented by the Russell 1000 Growth Index, which returned 1.16%.
- Small-caps, as represented by the Russell 2000 Index, returned -4.36% during the quarter, lagging mid- and large-caps. The Russell Midcap and Russell 1000 indices returned -0.93% and 0.21%, respectively.

S&P 500 Index Performance by Sector
Periods Ended September 30, 2021



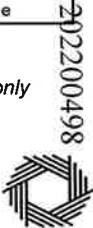
Source: Bloomberg.

P/E Ratios of Major Stock Indices*



Source: Bloomberg.

*P/E ratios are calculated based on one-year forward estimates and adjusted to include only positive earnings results for consistency.



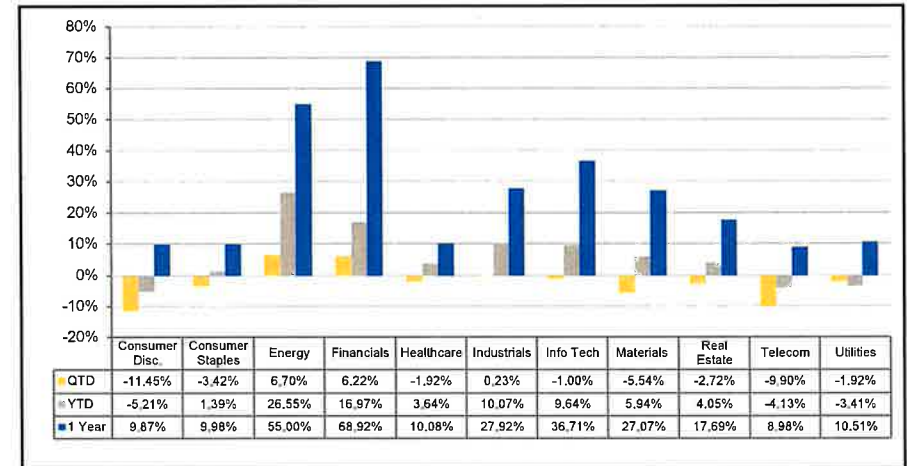
QUARTERLY MARKET SUMMARY

NON-U.S. EQUITY

- Markets outside of the United States, as measured by the MSCI ACWI ex-U.S. Index, underperformed their U.S. counterparts, returning -2.99% for the quarter. Within the index, three of the 11 sectors posted positive returns for the quarter. Energy was the best-performing sector returning 6.7%, while Consumer Discretionary was the worst-performing sector returning -11.5%.
- Emerging markets (EM), as represented by MSCI Emerging Market Index, underperformed Developed ex-U.S. Markets, represented by the MSCI EAFE Index, returning -8.09% versus -0.45% for the quarter. MSCI China was a significant detractor returning -18.17% for the quarter, as the uncertainty surrounding the recent regulatory shifts and the default of Evergrande Property Group created a negative sentiment for Chinese equities.
- Value outperformed growth for the quarter across the International Markets (MSCI AC World ex-USA Value -2.32% versus MSCI AC World ex-USA Growth -2.99%), a reversal from the second quarter of 2021.
- Small-caps outperformed within the international equity markets, returning 0.00% for the quarter, as represented by MSCI ACWI ex-U.S. Small Cap Index.

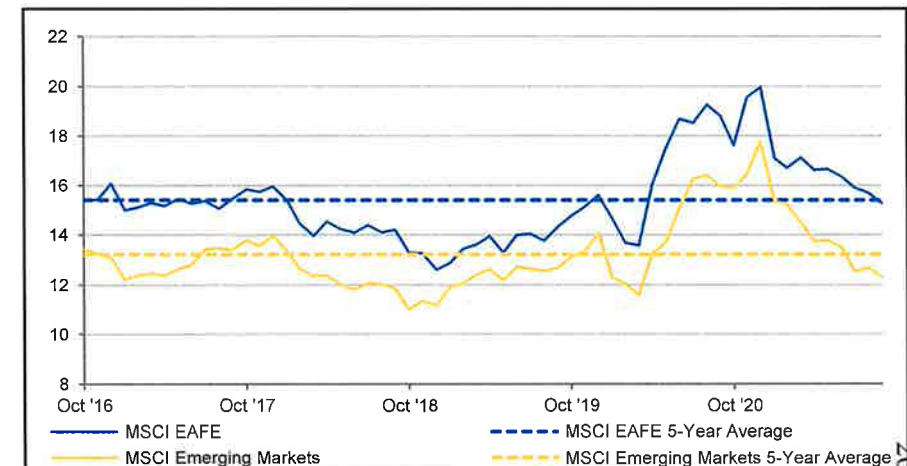
MSCI ACWI ex-U.S. Sectors

Periods Ended September 30, 2021



Source: Bloomberg.

P/E Ratios of MSCI Equity Indices*



Source: Bloomberg.

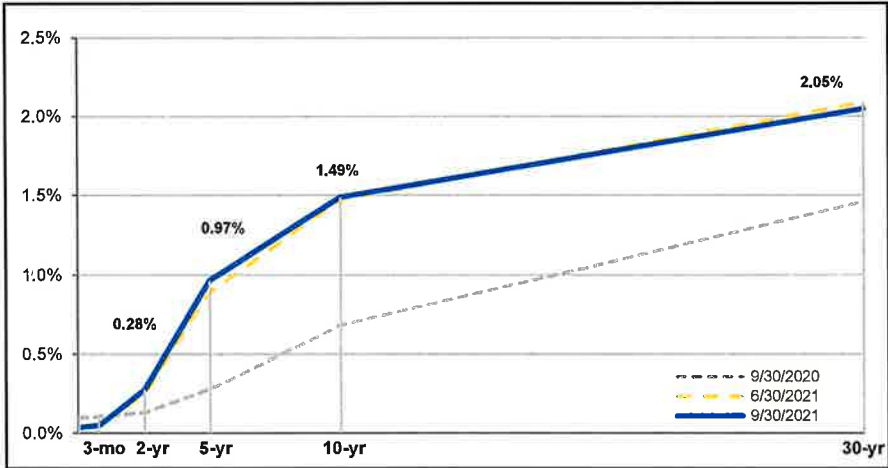
*P/E ratios are calculated based on one-year forward estimates and adjusted to include only positive earnings results for consistency.

QUARTERLY MARKET SUMMARY

FIXED INCOME

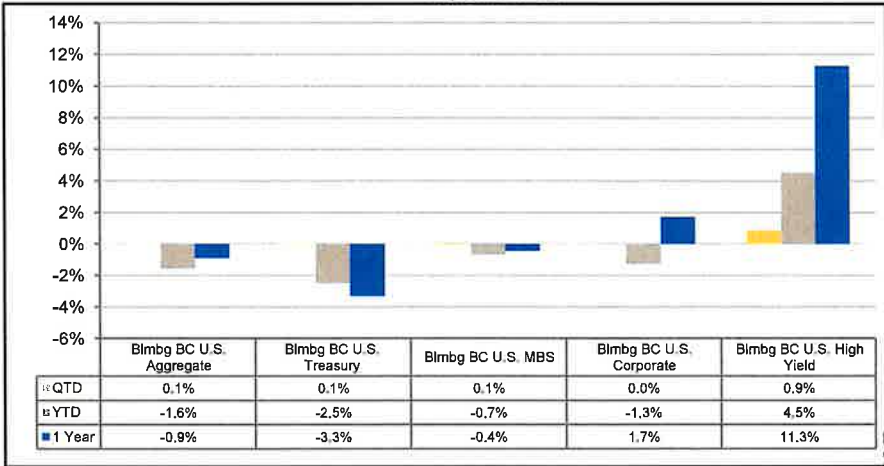
- The U.S. bond market represented by the Bloomberg U.S. Aggregate (Aggregate) Index posted a mild gain of 0.05% in the third quarter.
- After drifting lower much of the quarter, long-term rates spiked in late September and erased the prior movement. Concerns arose after the FOMC meeting and inflation data. The 10- and 30-year treasury rates ended up seven and two basis points (bps) higher, respectively, versus the prior quarter-end. While the 5 year gained 11 bps. The Bloomberg Barclays U.S. Treasury Index gained 0.09%.
- Due to its higher duration, corporate credit had mixed results because the Bloomberg U.S. Corporate Index was flat for the quarter. High yield bonds, as represented by the Bloomberg U.S. Corporate High Yield (HY) Index, posted a return of 0.89% despite some spread widening. Within HY, results were strongest in the BB-rated area.
- The fixed-rate mortgage market, as measured by the Bloomberg U.S. Mortgage-Backed Securities (MBS) Index, had another weak performance and only gained 0.10%. Meanwhile, the Bloomberg U.S. Agency CMBS Index (measuring commercial MBS) fell 0.22%.
- EM USD sovereign bonds, as represented by the JP Morgan EMBI Global Diversified Index, fell 70 bps. By region, Africa and Latin America have the most significant selloffs.

U.S. Treasury Yield Curve



Source: Bloomberg.

Returns for Fixed-Income Segments
Periods Ended September 30, 2021



Source: Bloomberg. "Bimbg BC" is Bloomberg Barclays.

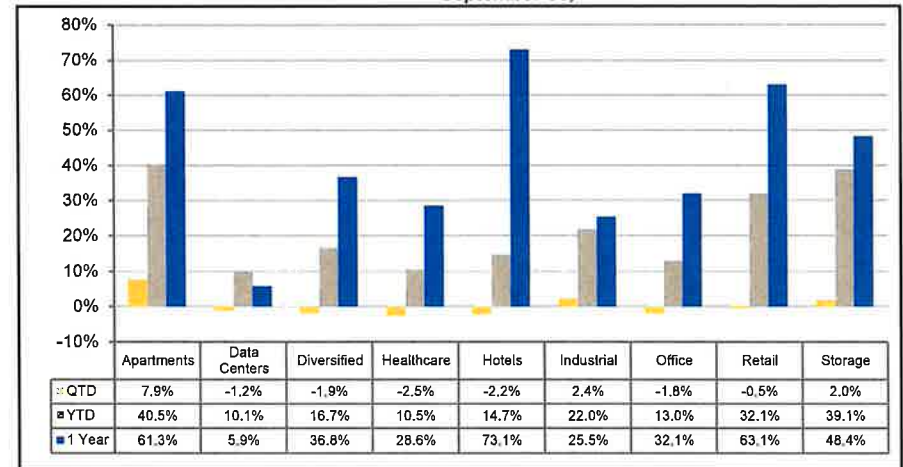


QUARTERLY MARKET SUMMARY

ALTERNATIVES

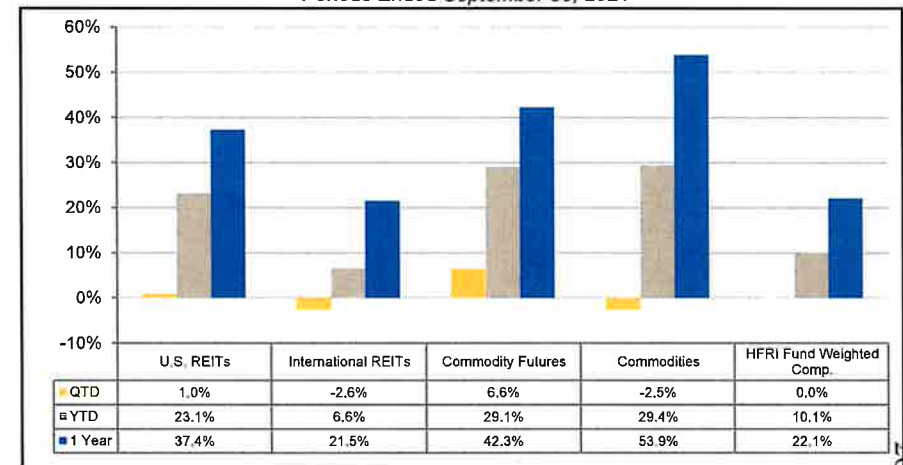
- REITs, as measured by the FTSE NAREIT Equity REITs Index, returned just 1.0% in the third quarter of 2021, compared to a 12.0% return in the prior quarter. Several major sectors posted moderate losses over the third quarter, suggesting that investors are taking some profits following a strong performance in the industry over the course of the year. The gains were led by the Residential and Industrial sectors, which posted returns of 6.8% and 2.4%, respectively. Healthcare fell 2.5% and was the worst-performing sector in the third quarter.
- Private real estate, as measured by the NCREIF Property Index, returned 3.6% in the second quarter of 2021, resulting in a 7.4% return over the last twelve-month period. Industrial properties continued to be the top-performing sector, with a total return of 8.9% in the second quarter, comprising 1.1% in income return and 7.8% in appreciation return. Hotel properties were again the worst performers, but the sector still posted a slightly positive total return of 0.6%, comprised of -0.2% in income return and 0.8% in appreciation return.
- Hedge fund returns were relatively flat in the third quarter of 2021, with the HFRI Fund Weighted Composite Index returning -0.03%. During the same period, the HFRI Macro (Total) Index returned 0.02%. The HFRI Equity Hedge (Total) Index and the HFRI Fund of Funds Index returned -0.45% and 1.37%, respectively.
- In the second quarter of 2021, private capital fundraising was led by private equity funds, which closed on \$139 billion, followed by \$40 billion raised by private debt funds, \$29 billion raised by real assets funds, and \$24 billion raised by private real estate funds. Global private equity dry powder, which accounts for the bulk of private capital dry powder, reached a record \$2.3 trillion as of August 2021. According to Cambridge Associates, U.S. private equity generated a return of 15.3% for the five years ended Q4 2020. According to Cliffwater Direct Lending Index, U.S. middle-market loans, a proxy for private debt, generated a return of 8.9% for the five years ended Q2 2021.
- Commodity futures, represented by the Bloomberg Commodity Total Return Index, returned 6.6% in the third quarter of 2021. The U.S. Dollar Index (DXY) gained 1.9% over the same period. Gold spot price finished the quarter at \$1,756.95 per ounce, a -0.7% decline over the period. Despite the dip in the middle of the quarter, the West Texas Intermediate (WTI) Crude Oil spot price ended higher, increasing 2.3% from \$73.52 to \$75.22 per barrel during the third quarter of 2021.

FTSE NAREIT Sectors
Periods Ended September 30, 2021



Source: Bloomberg.

Returns for Alternative Assets
Periods Ended September 30, 2021



Sources: Bloomberg and Hedge Fund Research, Inc.

QUARTERLY MARKET SUMMARY

Investment Strategy Overview
For the Fourth Quarter 2021










Asset Class	Our Investment Outlook	Comments
U.S. EQUITIES		
Large-Caps		<ul style="list-style-type: none"> • Strong economic recovery and corporate earnings are currently baked into equity valuations. We expect equities to outperform fixed income in the near term, but we see higher volatility amidst rising inflation and Fed's tapering. • Earnings and profit margins are recovering strongly but possible rise in corporate taxes and impact of rising inflation needs to be considered. • Tilt towards large-caps which provide higher quality exposure while being neutral on mid- and small-caps.
Mid-Caps		
Small-Caps		
NON - U.S. EQUITIES		
Developed Markets		<ul style="list-style-type: none"> • International equities continue to trade at a discount to U.S. equities. Steady improvement in economic activity is a tailwind while higher cyclical exposure does not offer defensive positioning. • Improving global trade and pent-up demand are tailwinds for export-oriented developed economies. • EM economies are still struggling with uneven recovery as lack of vaccines has been a headwind for most. Softer economic data coupled with regulatory crackdown in China create headline risk for EM. • International small-caps are expected to recover as economic recovery continues.
Emerging Markets		
International Small-Caps		
FIXED INCOME		
Long Duration, Interest-Rate-Sensitive Sectors		<ul style="list-style-type: none"> • Concerns of rising inflation have pressured long term rates this year. We expect to see long term rates rising further in anticipation of Fed tapering and rate rise. We expect the rise in inflation and long-term rates to be range bound. • Corporate spreads have narrowed substantially as credit markets have stabilized. A strong economic recovery is a tailwind while the tighter spreads limit the upside.
Credit-Sensitive Sectors		
ALTERNATIVES		
Real Estate		<ul style="list-style-type: none"> • Attractive valuations, low level of interest rates and improving economic activity resulting in higher asset prices and steady income are positives for Real Estate. • Improved credit market conditions and easy access to capital are a positive for private equity strategies especially as strong economic recovery takes hold. • Private debt strategies are better poised for economic recovery and have better expected returns and higher yield potential over public markets due to differentiated opportunity set. • Select hedge fund strategies managed by talented managers may provide some benefit in the current market environment of increased volatility. We remain cautious on the overall hedge fund universe.
Private Equity		
Private Debt		
Hedge Funds		

● Current outlook ○ Outlook one quarter ago



QUARTERLY MARKET SUMMARY

Factors to Consider Over the Next 6-12 Months
For Fourth Quarter 2021

<p>Monetary Policy:</p>  <ul style="list-style-type: none"> The Fed could start tapering before the year end and could raise rates in 2022. Globally, while all major central banks continue on the path of accommodative monetary policy, rate rise is being considered in light of rising inflation concerns. 	<p>Economic Growth:</p>  <ul style="list-style-type: none"> Global growth expectations have slowed from the recent highs due to the impact of delta variants. Developed economies are expected to grow faster while uneven recovery expected across EM economies. 	<p>Fiscal Stimulus:</p>  <ul style="list-style-type: none"> Infrastructure and stimulus through budget reconciliation bills are currently being debated. Benefits of infrastructure spending accrue over long-term unlike relief-based measures which have near-term impact.
<p>COVID-19 Containment:</p>  <ul style="list-style-type: none"> Delta variant negatively impacted consumer spending on high-touch services recently. Globally, pockets of vulnerability remain as new strains spread but vaccination rates have picked up pace too. 	<p>Consumer Spending (U.S.):</p>  <ul style="list-style-type: none"> Labor market conditions continue to improve as economy reopens. Pent-up demand, strong consumer balance sheet and improving financial prospects expected to spur consumer spending. The strong housing market is a positive. 	<p>Inflation (U.S.):</p>  <ul style="list-style-type: none"> Rising inflation risk continues to evolve as supply constraints put upward pressure on various inflation metrics. Inflation expectations, and its impact on Fed policy will continue to weigh on risk-asset performance in the near-term.
<p>Corporate Fundamentals:</p>  <ul style="list-style-type: none"> Earnings and profit margins are recovering strongly in 2021 globally but persistent inflation could dent these expectations. Impact of potential increase in corporate tax rate and taxation on stock buybacks needs to be considered. 	<p>Valuations:</p>  <ul style="list-style-type: none"> Within U.S. equities, strong earnings growth is driving returns. Rising level of interest rates and rising inflation are headwinds make current valuation levels less attractive. Credit spreads are closer to historical lows, but strong economic recovery is a tailwind. 	<p>Political Risks:</p>  <ul style="list-style-type: none"> The U.S. and China continue to evolve with the risk of polarization between U.S. and China increasing.

● Current outlook ○ Outlook one quarter ago

Stance Unfavorable to Risk Assets



Stance Favorable to Risk Assets

The view expressed within this material constitute the perspective and judgment of PFM Asset Management LLC at the time of distribution (9/30/2021) and are subject to change.



Comparative Performance

	2020	2019	2018	2017	2016
Total Fund	18.24	23.80	-6.00	18.52	N/A
<i>Blended Benchmark</i>	15.47	22.90	-6.13	18.03	N/A
Domestic Equity					
PFM Multi-Manager Domestic Equity Fund	20.05	29.70	N/A	N/A	N/A
<i>Russell 3000 Index</i>	20.89	31.02	-5.24	21.13	12.74
Vanguard Total Stock Market ETF - 64.6%	20.95	30.80	-5.13	21.16	12.68
<i>Russell 3000 Index</i>	20.89	31.02	-5.24	21.13	12.74
Vaughan Nelson Select - 12.8% (^)	20.01	29.17	N/A	N/A	N/A
Nuance All Cap Value - 10.0% (^)	9.69	31.33	N/A	N/A	N/A
<i>Russell 3000 Index</i>	20.89	31.02	-5.24	21.13	12.74
Champlain Mid Cap Core - 9.2% (^)	30.51	27.82	N/A	N/A	N/A
<i>S&P MidCap 400</i>	13.66	26.20	-11.08	16.24	20.74
Jacobs Levy Small Cap - 3.1% (^)	18.81	N/A	N/A	N/A	N/A
<i>S&P SmallCap 600</i>	11.29	22.78	-8.48	13.23	26.56
Cohen & Steers Inst Realty Shares	-2.57	33.01	-3.99	7.45	5.91
Principal RE Securities Inst Fund	-3.23	31.13	-4.31	9.03	5.93
<i>MSCI US REIT Index</i>	-7.57	25.84	-4.57	5.07	8.60
SPDR Blmbg Barclays Convert Secs ETF	53.37	22.39	-2.32	16.24	10.50
<i>Bloomberg Liquid US Convertibles Index</i>	54.45	22.79	-1.79	17.32	10.22
International Equity					
PFM Multi-Manager International Equity Fund	13.74	21.23	N/A	N/A	N/A
<i>MSCI AC World ex USA (Net)</i>	10.65	21.51	-14.20	27.19	4.50
iShares Core MSCI Total Int'l Stock ETF - 38.2%	11.14	21.85	-14.55	28.08	4.66
Lazard Int'l ACW ex US - 5.7% (^)	8.64	21.01	N/A	N/A	N/A
WCM Focused Growth International - 15.2% (^)	32.21	N/A	N/A	N/A	N/A
<i>MSCI AC World ex USA (Net)</i>	10.65	21.51	-14.20	27.19	4.50
Acadian Non-U.S. Equity - 11.8% (^)	11.10	N/A	N/A	N/A	N/A
Aristotle International Equity - 12.2 (^)	10.14	25.45	N/A	N/A	N/A
<i>MSCI EAFE (net)</i>	7.82	22.01	-13.79	25.03	1.00
Artisan International Small-Mid - 3.5%	33.31	36.66	-16.75	33.61	N/A
<i>MSCI AC World ex USA Smid Cap Index (Net)</i>	12.01	22.36	-17.06	30.35	3.57

Returns are net of mutual fund fees and are expressed as percentages.

(^*) Performance information is gross of fees and reflects sleeve level information (not specific to this client/investor). It is provided by sub-advisers of the PFM Multi-Manager Equity Fund, PFM Multi-Manager International Equity Fund and PFM Multi-Manager Fixed-Income Fund.



Comparative Performance

	2020	2019	2018	2017	2016
Kayne Anderson International Small Cap - 6.0% (^)	N/A	N/A	N/A	N/A	N/A
MSCI AC World ex USA Small Cap (Net)	14.24	22.42	-18.20	31.65	3.91
Schroders Global Emerging Markets - 7.2% (^)	27.26	N/A	N/A	N/A	N/A
MSCI EM (net)	18.31	18.44	-14.58	37.28	11.19
Fixed Income					
PFM Multi-Manager Fixed-Income Fund	7.86	9.56	N/A	N/A	N/A
Blmbg. U.S. Aggregate	7.51	8.72	0.01	3.54	2.65
PGIM Core Fixed - 39.7% (^)	9.01	9.65	N/A	N/A	N/A
TIAA Core Fixed - 36.7% (^)	9.44	9.59	N/A	N/A	N/A
iShares Core U.S. Aggregate Bond ETF - 0.8%	7.42	8.68	-0.05	3.53	2.56
Blmbg. U.S. Aggregate	7.51	8.72	0.01	3.54	2.65
PineBridge IG Credit - 5.1% (^)	14.54	15.48	N/A	N/A	N/A
Blmbg. U.S. Credit Index	9.35	13.80	-2.11	6.18	5.63
Brown Bros. Harriman Structured - 9.1% (^)	3.42	5.07	N/A	N/A	N/A
ICE BofAML Asset-Bckd Fxd & Flting Rate AA-BBB Idx	3.94	4.31	3.16	4.53	3.08
iShares JP Morgan USD Emging Mkts Bd ETF - 3.3%	5.48	15.57	-5.67	9.98	9.41
JPM EMBI Global Diversified	5.26	15.04	-4.26	10.26	10.15
Brandywine Global High Yield - 2.6%	13.92	15.56	1.27	10.48	14.73
Blmbg. Ba to B U.S. High Yield	7.78	15.18	-1.86	6.92	14.14
MainStay MacKay High Yield Corp Bond Fund - 2.5%	5.28	13.03	-1.34	6.79	15.99
ICE BofAML High Yield Master II	6.17	14.41	-2.27	7.48	17.49
PIMCO Commodity Real Return Strategy	0.82	12.27	-13.77	2.70	14.54
Bloomberg Commodity Index Total Return	-3.12	7.69	-11.25	1.70	11.77
iShares Preferred and Income Securities ETF	7.94	15.62	-4.77	8.33	1.26
ICE Exchange-Listed Preferred & Hybrid Secs	8.58	18.45	N/A	N/A	N/A
Cash Equivalents					
Goldman Sachs FS Government Fund	0.30	1.97	1.59	0.62	0.14

Returns are net of mutual fund fees and are expressed as percentages.

(^) Performance information is gross of fees and reflects sleeve level information (not specific to this client/investor). It is provided by sub-advisers of the PFM Multi-Manager Equity Fund, PFM Multi-Manager International Equity Fund and PFM Multi-Manager Fixed-Income Fund.

Account Reconciliation

QTR

	Market Value As of 07/01/2021	Net Flows	Return On Investment	Market Value As of 09/30/2021
Total Fund	7,285,233	-	(23,900)	7,261,333

YTD

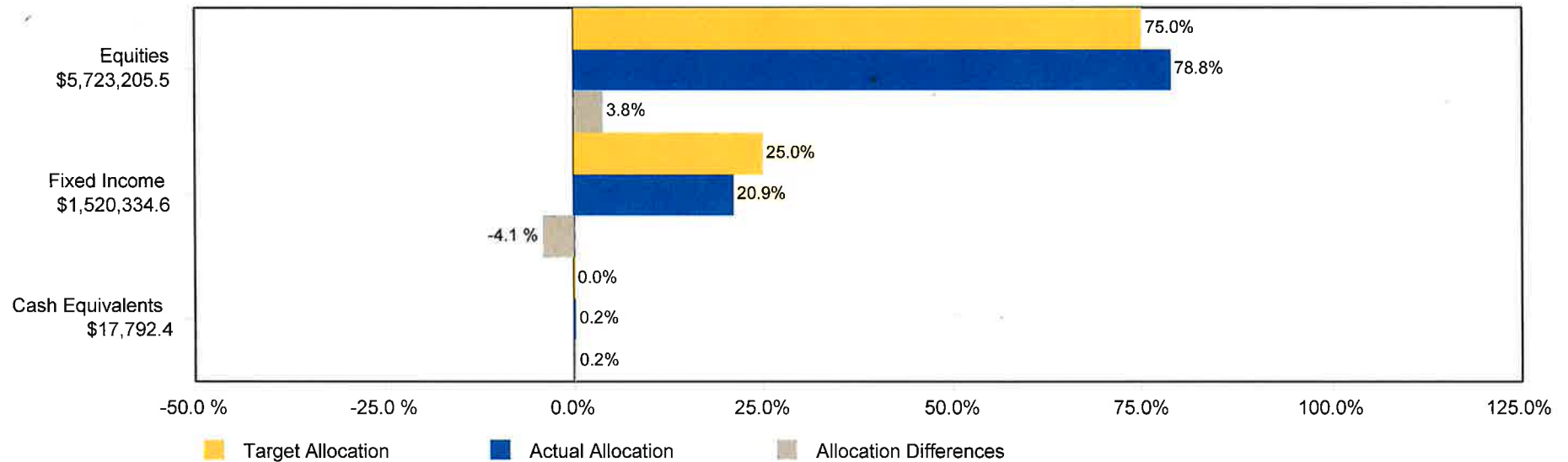
	Market Value As of 01/01/2021	Net Flows	Return On Investment	Market Value As of 09/30/2021
Total Fund	6,577,678	-	683,654	7,261,333

1 Year

	Market Value As of 10/01/2020	Net Flows	Return On Investment	Market Value As of 09/30/2021
Total Fund	5,850,324	-	1,411,008	7,261,333

Asset Allocation Summary

	Asset Allocation (%)	Target Allocation (%)	Minimum Allocation (%)	Maximum Allocation (%)	Differences (%)
Total Fund	100.0	100.0	N/A	N/A	0.0
Equities	78.8	75.0	70.0	80.0	3.8
Fixed Income	20.9	25.0	20.0	30.0	-4.1
Cash Equivalents	0.2	0.0	0.0	10.0	0.2



IMPORTANT DISCLOSURES

PFM is the marketing name for a group of affiliated companies providing a range of services. All services are provided through separate agreements with each company. This material is for general information purposes only and is not intended to provide specific advice or a specific recommendation, as it was prepared without regard to any specific objectives or financial circumstances.

Investment advisory services are provided by PFM Asset Management LLC which is registered with the Securities and Exchange Commission under the Investment Advisers Act of 1940. The information contained is not an offer to purchase or sell any securities. Additional applicable regulatory information is available upon request.

PFM asset management professionals have exercised reasonable professional care in the preparation of this performance report. Information in this report is obtained from sources external to PFM's asset management business and is generally believed to be reliable and available to the public; however, we cannot guarantee its accuracy, completeness or suitability. We rely on the client's custodian for security holdings and market values. Transaction dates reported by the custodian may differ from money manager statements. While efforts are made to ensure the data contained herein is accurate and complete, we disclaim all responsibility for any errors that may occur. References to particular issuers are for illustrative purposes only, and are not intended to be recommendations or advice regarding such issuers. Fixed income manager and index characteristics are gathered from external sources. When average credit quality is not available, it is estimated by taking the market value weights of individual credit tiers on the portion of the strategy rated by a NRSRO.

It is not possible to invest directly in an index. The index returns shown throughout this material do not represent the results of actual trading of investor assets. Third-party providers maintain the indices shown and calculate the index levels and performance shown or discussed. Index returns do not reflect payment of any sales charges or fees an investor would pay to purchase the securities they represent. The imposition of these fees and charges would cause investment performance to be lower than the performance shown.

The views expressed within this material constitute the perspective and judgment of PFM's asset management business at the time of distribution and are subject to change. Any forecast, projection, or prediction of the market, the economy, economic trends, and equity or fixed-income markets are based upon certain assumptions and current opinion as of the date of issue, and are also subject to change. Some, but not all assumptions are noted in the report. Assumptions may or may not be proven correct as actual events occur, and results may depend on events outside of your or our control. Changes in assumptions may have a material effect on results. Opinions and data presented are not necessarily indicative of future events or expected performance.

For more information regarding PFM's services or entities, please visit www.pfm.com.

© 2021 PFM Asset Management LLC. Further distribution is not permitted without prior written consent.

**Florida State College at Jacksonville
District Board of Trustees**

INFORMATION ITEM I – D.

Subject:	Facilities: Change Orders – Dental Clinic Renovation
Meeting Date:	February 8, 2022

INFORMATION: The change orders listed below are presented to the District Board of Trustees for information.

BACKGROUND: Board Rule 6Hx7-8.2 states the following: The College President or Vice President of Finance and Administration may authorize individual construction or professional service change orders in the name of the Board when such changes involve no change in cost, a decrease in cost, or an increase in cost not to exceed an amount as shown below. The College President shall submit an Information Item to the District Board of Trustees confirming action on change orders greater than \$25,000. The processing of change orders shall be in accordance with Section 1013.48 of the Florida Statutes and State Board of Education Rules.

Contract Value	Maximum change Order Authority
Less than \$500,000	\$50,000
\$500,000 or greater	\$100,000

Vendor	C.O.#	Amount
<p><u>North Campus:</u> Change orders issued to Warden Construction Corp. for the original contract dated, February 18, 2021 for the North Campus Building A Dental Clinic Renovation project, in accordance with FSCJ RFP #2016C-19. The original contract totaled (\$1,886,856.72). Contractor's request for Substantial Completion occurred on 12/3/21. Thirty (30) day temporary Certificate of Occupancy was issued on December 21, 2021 allowing existing dental equipment to be relocated at end of fall term. Contractor's request for Final Completion occurred on 1/4/22. Final Certificate of Occupancy was issued on January 14, 2022. List of approved change orders are provided below:</p> <p>Warden Construction Original Contract Amount \$1,886,856.72</p> <ul style="list-style-type: none"> • Deduct: Holman Inc. Owner Direct Purchase • Deduct: Taylor Cotton Ridley Owner Direct Purchase • Deduct: Graybar Electric Supply Owner Direct Purchase • Deduct: World Electric Supply Owner Direct Purchase • Add: Changes to A107 PSW & A114C IT (Addendum #4) 		
	POCO #1	(\$34,141.23)
	POCO #2	(\$57,788.45)
	POCO #3	(\$21,979.44)
	POCO #4	(\$31,748.36)
	AIA CO#1	\$6,780.68

<ul style="list-style-type: none"> • Add: Abatement of VAT & mastic, provide solid surface counter tops 	AIA CO#2	\$29,357.38
<ul style="list-style-type: none"> • Add: Replace corridor doors, add W8 wall furring, change laundry equipment, add compressed air & vacuum at Dental Assisting, misc. lighting and power changes (Addendums #5 & #6) 	AIA CO#3	\$15,772.08
<ul style="list-style-type: none"> • Deduct: Delete RAMVAC air compressors and vacuum pumps from contract. Equipment must be purchased by “certified installer” 	AIA CO#4	(\$104,483.90)
<ul style="list-style-type: none"> • Deduct: Delete cold water at dental chairs, change vacuum lines from copper to PVC, add floor drain at equipment room, change underground piping to CPVC, add water softener & RO systems, add 3-phase panel & transformer, add access control system to 10 door openings and demo/replace existing ductwork (Addendums #7, #8 & #9) 	AIA CO#5	\$4,412.60
<ul style="list-style-type: none"> • Add: Correct building code violations uncovered during building demolition, prep dental clinic for new panoramic x-ray, change to frosted glass at patient waiting/reception and remove relocation of existing dental equipment to be performed by others (Addendum #10) 	AIA CO#6	\$17,042.14
<ul style="list-style-type: none"> • Add: No cost time extension to allow proper time for ceiling tile install after ceiling cover up inspection and to complete wing wall modifications to receive ADEC cabinetry 	AIA CO#7	\$0.00
<ul style="list-style-type: none"> • Add: Modify Dental Assisting Lab student tables to receive suction hoses and support shelves, provide water to plastic grinder and run 2” cast iron vent piping with cap for vacuum pumps (Addendum #11) 	AIA CO#8	\$10,245.39
<ul style="list-style-type: none"> • Add: Provide mop sink in lieu of floor drain, install new owner furnished hot water heater, provide additional x-ray support framing, replace fiber reinforced panels in Building A first floor with painted sheetrock with new vinyl base in existing building corridors and install 55 corner guards 	AIA CO#9	\$41,178.95
Warden Construction Final Contract Amount \$1,761,504.56		

RATIONALE: To advise the Board of monetary changes to the construction contracts.

FISCAL NOTES: The following change orders are included for informational purposes only. The changes are comprehended in the approved project budgets.

**Florida State College at Jacksonville
District Board of Trustees**

INFORMATION ITEM I – E.

Subject:	Facilities: Change Orders – Domestic Water Re-Pipe
Meeting Date:	February 8, 2022

INFORMATION: The change orders listed below are presented to the District Board of Trustees for information.

BACKGROUND: Board Rule 6Hx7-8.2 states the following: The College President or Vice President of Finance and Administration may authorize individual construction or professional service change orders in the name of the Board when such changes involve no change in cost, a decrease in cost, or an increase in cost not to exceed an amount as shown below. The College President shall submit an Information Item to the District Board of Trustees confirming action on change orders greater than \$25,000. The processing of change orders shall be in accordance with Section 1013.48 of the Florida Statutes and State Board of Education Rules.

Contract Value	Maximum change Order Authority
Less than \$500,000	\$50,000
\$500,000 or greater	\$100,000

Vendor	C.O.#	Amount
<p><u>South Campus:</u> Change orders issued to Marand Builders, Inc. for the original contract dated April 19, 2021 for the South Campus Partial Domestic Water Re-Pipe project in accordance with FSCJ RFP 2021C-19. The original contract totaled (\$489,775.70). Contractor's request for Substantial Completion occurred on November 06, 2021. Contractor's request for Final Completion occurred on January 07, 2022. Certificate of Final Inspection was issued on January 10, 2022. List of approved change orders are provided below:</p> <p>Marand Builders, Inc. Original Contract Amount: \$489,775.70</p>		
<ul style="list-style-type: none"> • Deduct: Fortiline, Inc. Owner Direct Purchase. 	POCO #1	(\$82,289.53)
<ul style="list-style-type: none"> • Add: Added scope of work and additional materials cost to account for the need to change underground piping orientation/path due to existing facilities infrastructure blocking the intended path. 	AIA CO#2	\$12,331.93
<ul style="list-style-type: none"> • Add: Added scope of work and additional materials cost due to unexpected water line orientations at various buildings. Additional pipe, fittings, concrete cutting and restoration, utilities locating services, additional labor and equipment rentals from JUU and Touchton Plumbing, and additional general conditions. Extended Substantial Completion date by 21 calendar days to November 06, 2021. 	AIA CO#3	\$45,772.82

Vendor	C.O.#	Amount
<ul style="list-style-type: none"><li data-bbox="267 281 1015 415">• Add: Added scope of work due to unexpected water line orientations at various buildings. Concrete cutting and restoration, utilities locating services, additional labor from Touchton Plumbing. <p data-bbox="219 447 912 478">Marand Builders, Inc. Final Contract Amount \$494,545.84</p>	AIA CO#4	\$28,954.92

RATIONALE: To advise the Board of monetary changes to the construction contracts.

FISCAL NOTES: The following change orders are included for informational purposes only. The changes are comprehended in the approved project budgets.

**Florida State College at Jacksonville
District Board of Trustees**

INFORMATION ITEM I– F.

Subject:	Facilities: Change Orders – Fire Academy Live Fire Training Building
Meeting Date:	February 8, 2022

INFORMATION: The change orders listed below are presented to the District Board of Trustees for information.

BACKGROUND: Board Rule 6Hx7-8.2 states the following: The College President or Vice President of Finance and Administration may authorize individual construction or professional service change orders in the name of the Board when such changes involve no change in cost, a decrease in cost, or an increase in cost not to exceed an amount as shown below. The College President shall submit an Information Item to the District Board of Trustees confirming action on change orders greater than \$25,000. The processing of change orders shall be in accordance with Section 1013.48 of the Florida Statutes and State Board of Education Rules.

Contract Value	Maximum change Order Authority
Less than \$500,000	\$50,000
\$500,000 or greater	\$100,000

Vendor	C.O.#	Amount
<p><u>South Campus:</u> Change order to E. Vaughan Rivers, Inc. for the original contract dated, June 01, 2021 for the South Campus Fire Academy Live Fire Training Building (W-4) repair/refurbishment project, in accordance with FSCJ RFP #2019C-18E. The original contract totaled (\$233,868.11).</p> <p>E. Vaughan Rivers, Inc. Original Contract Amount: \$233,868.11</p> <ul style="list-style-type: none"> • Add: This change order is to extend the Substantial Completion Date by 157 days to 1/24/2022 and to cover the additional cost to perform block cutouts, install rebar and pour grout to ensure new metal beams can be securely attached to the scenario room walls (\$18,183.59). It also incorporates a deduction for liquidated damages (\$2,000.00) for Contractor's failure to achieve Substantial Completion by 8/24/2021 through 9/13/2021 when Contractor provided notice of unforeseen conditions to Owner and Engineer. 	AIA CO#1	\$16,183.59

Vendor	C.O.#	Amount
<ul style="list-style-type: none"><li data-bbox="261 247 954 464">• Add: This change order is additional requirements for RFI #2 for removal and reform of the concrete curb, supply four additional metal plates based on new dimensions identified by the Engineer of Record in RFI #2 response. Metal plates could not be quoted until columns were installed. <p data-bbox="207 506 834 569">E. Vaughan Rivers, Inc. Final Contract Amount: \$258,968.06</p>	AIA CO#2	\$8,916.36

RATIONALE: To advise the Board of monetary changes to the construction contracts.

FISCAL NOTES: The following change orders are included for informational purposes only. The changes are comprehended in the approved project budgets.