

November 3, 2020

MEMORANDUM

TO: Florida State College at Jacksonville
District Board of Trustees

FROM: John Avendano, Ph.D. 
College President

RE: November 2020 Board Agenda

Enclosed please find materials in support of the November 10, 2020, Board meeting.

All meetings of the Board will be held at the College's Betty P. Cook Nassau Center, 76346 William Burgess Blvd., Yulee, FL 32097.

The Board Workshop will convene from 11:30 a.m. to 1 p.m. as a joint workshop with the Nassau County School District Superintendent of Schools and members of the School Board in Room T-126. The full Board meeting will begin at 1 p.m., Room T-126.

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
November 10, 2020 – 1 p.m.
Betty P. Cook Nassau Center, Room T-126**

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 the Board Rule 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 SEPTEMBER 8, 2020, DISTRICT BOARD OF TRUSTEES FINANCE & AUDIT COMMITTEE QUARTERLY MEETING (p. 197-199)

MINUTES OF THE SEPTEMBER 8, 2020, DISTRICT BOARD OF TRUSTEES WORKSHOP (p. 200-201)

MINUTES OF THE SEPTEMBER 8, 2020, DISTRICT BOARD OF TRUSTEES REGULAR MEETING (p. 202-216)

MINUTES OF THE OCTOBER 13, 2020, DISTRICT BOARD OF TRUSTEES DEEP DIVE WORKSHOP (p. 217-218)

REPORT OF THE COLLEGE PRESIDENT

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. 219-220)
2. Purchasing: Annual Contract Extensions (p. 221-222)
3. Purchasing: Architectural Consultant Continuing Contracting Services (p. 223-224)
4. Purchasing: Construction Services – Pre-Qualification of General Contractor Renewal (p. 225-226)
5. Purchasing: Construction Services – Pre-Qualification of New General Contractors (p. 227-228)

ACTION ITEMS

1. Approval of Consent Agenda (p. 229)
2. Administrative Procedure Act – Board Rules, Section 11 – Student Support Services (p. 230-233)
3. Purchasing: GEERs Grant Autonomous Shuttle Vehicle (p. 234)
4. Finance: Fees and Charges (p. 235-237)
5. Finance: *FSCJ Access* Program (p. 238-239)
6. Academic Affairs: Inactivation of Heavy Equipment Operation (566B) (Heavy Equipment Operation-APPR) Apprenticeship Program (p. 240)
7. Academic Affairs: Inactivation of Jax Heat and Frost (564A) (Commercial and Industrial Insulation – APPR) Apprenticeship Program (p. 241)

Subject: Regular Meeting
November 10, 2020, Board Agenda
(Continued)

8. Academic Affairs: Inactivation of NEFB Electrical (565E) Electrician APPR) Apprenticeship Program (p. 242)
9. Academic Affairs: Inactivation of NEFB Heating and Air Condition (560H) (Air Conditioning, Refrigeration and Heating Technology (PS) - APPR) Apprenticeship Program (p. 243)
10. Academic Affairs: Inactivation of NEFB Plumbing (565P) (Plumbing Technology) Apprenticeship Program (p. 244)
11. Academic Affairs: Inactivation of NEFB of Structural Steel Work (566C) (Structural Steel Work - APPR) Apprenticeship Program (p. 245)
12. Academic Affairs: Inactivation of United Union Roofers (567A) (Carpentry - APPR) Apprenticeship Program (p. 246)
13. Academic Affairs: Inactivation of Nursing Assistant (Articulated) Career Certificate Program (p. 247)
14. Academic Affairs: Inactivation of Massage Therapy Career Certificate Program (p. 248)

INFORMATION ITEMS

Trustees may request discussion of the Information Items.

- A. Human Resources: Personnel Actions (p. 249-250)
- B. Purchasing: Purchase Orders Over \$195,000 (p. 251)
- C. Finance: 2019-20 Annual Financial Report (p. 252-297)
- D. Finance: Annual Property Inventory Report (p. 298-300)

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

INTRODUCTION OF NEW EMPLOYEES (Group Recognition)

REPORT OF THE ADMINISTRATIVE AND PROFESSIONAL COLLABORATIVE (Written report provided by Dr. Heather Kenney)

REPORT OF THE CAREER EMPLOYEES COUNCIL (Written report provided by Ms. Camilla Collins)

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

REPORT OF THE STUDENT GOVERNMENT ASSOCIATION (Report provided by Mr. Justin Milligan)

Subject: Regular Meeting
November 10, 2020, Board Agenda
(Continued)

NEXT MEETING

The Board will meet on Friday, January 29, 2021, at the College's Advanced Technology Center for a Deep Dive Workshop/Planning Meeting. The workshop will convene at 10 a.m.

The next regular meeting of the Board is scheduled for Tuesday, February 9, 2021, at the College's Advanced Technology Center.

ADJOURNMENT

* Please refer to the FSCJ DBOT webpage for procedures/information regarding "Public Comments." The FSCJ DBOT webpage may be viewed within the College's website at: <https://www.fscj.edu/dbot>

202100197

Florida State College at Jacksonville
District Board of Trustees
Finance & Audit Committee
Meeting Minutes of September 8, 2020, Quarterly Meeting
Advanced Technology Center (ATC) – Room T-112, 10:45 a.m.

PRESENT:

D. Hunt Hawkins, Committee Chair
Laura M. DiBella
O. Wayne Young, Acting Committee Chair for meeting
John Avendano
Anita Kovacs
Albert Little
Stephen Stanford
Cleve Warren

ABSENT:

None.

CALL TO ORDER:

O. Wayne Young, Acting Committee Chair for meeting per Dr. Avendano's request, called the Finance and Audit Committee meeting to order at 10:51 a.m. and welcomed those in attendance.

INFORMATION /
DISCUSSION:

A. Annual Review of Committee Charge and Process

VP Little reviewed Committee Charge with all members present.

B. Selection of Committee Chair

Dr. Avendano updated the committee that Trustee Hawkins will be stepping down as Finance & Audit Committee Chair, but will remain on the committee. Selection of new Committee Chair will be tabled until President Avendano speaks with DBOT Chair MacGehee for further direction. Chair Hawkins notified committee that he plans to remain on F&A Committee as a Trustee.

C. Review of Investment Performance

Mr. Cleve Warren, of the FSCJ Foundation, discussed the Quarterly Investment Performance provided. The College is complying with current investment standards.

D. Review of Annual Financial Report

Operating expenses were down the past 6 months due to lack of personnel on campuses during the COVID-19 pandemic. Explanation of the CARES ACT Grant received and distribution.

Discussion was included in regard to capital outlays, fund balances and state allowances. No new funding from the state for capital improvements to refresh buildings. Repairs are being made as needed. Questions were raised if fundraising is an option or to determine assets and repurpose buildings or classrooms allowing others to use or rent space.

E. Discussion of 2020-21 Budget Outlook

Through a distributed handout of the Monthly Financial Report, summary of net position, revenues and expenditures were discussed.

The College is roughly down 10% for fall tuition compared to 2018/2019. Non-credit-hour fees are slightly better than last fall. Currently an overall \$2.4 million decline. 40% of annual revenue comes from Spring tuition and fees. Projection for spring is still uncertain until probably January with a possible 6.3% decrease compared to Spring 2020. Expenses are being projected on budget (flat). Vice Presidents are looking at expense budgets and how to be conservative. There are no cuts yet.

Projections may improve or worsen due to the COVID-19 pandemic. Data is not showing yet. Assumption for Spring will be that more classes will be on campus.

Hiring freeze is still in place. We are taking a conservative approach to the budget at this time.

Expense reductions are showing a savings of possibly \$2 million in operational expenses. Hiring freeze produced savings of another \$1 million.

Governor's veto of Complete Florida plan, Florida Virtual Campus, will add an extra cost of \$500,000. Total net savings of approximately \$5 million with a tuition reduction of \$3 million and approximate state appropriations reduction of \$5 million leaves a reduction of fund balance by -\$3 million. The Governor signed an executive order for this year only that allows us to move certain funds from Capital Outlay Fund (Fund 7) back to Fund 1, and FSCJ is planning to move \$3 million to cover the budget shortfall.

We need to plan for state appropriations to remain the same through 2021.

COMMENTS BY THE PUBLIC:

Director of Government Relations Ms. Virginia Haworth discussed that this would be a challenging session in Tallahassee.

NEXT MEETING:

The next meeting of the Finance & Audit Committee is scheduled for Tuesday, November 10, 2020 at FSCJ's Nassau Campus (Bldg T). The Committee will meet at 10:30 am. in T-106.

ADJOURNMENT:

There being no further business, Acting Chair Young declared the meeting adjourned at 11:57 a.m.

APPROVAL OF
MINUTES:

Committee Chair, Finance and Audit Committee

Vice President of Business Services

Submitted by Ms. Shannon Oliver, Project Coordinator

**Florida State College at Jacksonville
District Board of Trustees
Minutes of the September 8, 2019, Board Workshop
Advanced Technology Center, Room T-140, Noon**

PRESENT:

Thomas R. McGehee, Jr., Chair
Michael M. Bell, Vice Chair, Nassau County
O. Wayne Young, Vice Chair, Duval County
Jennifer D. Brown
Shantel N. Davis
D. Hunt Hawkins
Laura M. DiBella
Thomas J. Majdanics
Roderick D. Odom

ABSENT:

None

CALL TO ORDER:

Chair McGehee called the meeting to order at 12:10 p.m. and welcomed those in attendance.

WELCOME/
INTRODUCTIONS:

College President John Avendano, Ph.D. welcomed all those in attendance. He shared that today's agenda was centered on two topics. The workshop would begin with a discussion relating to the 2019-20 Florida State College at Jacksonville (FSCJ) District Board of Trustees (DBOT) Self-Evaluation Results, followed by Vice President of Student Services Dr. Linda Herlocker providing Trustees with information pertaining to the College's Architecture for Student Success.

INFORMATION/
DISCUSSION:

A. 2019-20 FSCJ DBOT
Self-Evaluation
Results:

President Avendano provided the Board with a brief overview of the 2019-20 FSCJ DBOT Self-Evaluation Results. The overview included information pertaining to the following:

- Board Organization
- Community Representation
- Policy Direction
- Board-CEO Relations
- College Operations
- Monitor Institutional Performance
- Board Behavior
- Advocacy
- Suggestions for Increasing Board Effectiveness

There was discussion by the Board regarding the benefits of obtaining different perspectives, review of Board standards, benchmarks for Trustees, new Trustee orientation, an effective Board for the President, annual Board planning meeting/retreat, interaction with FSCJ Foundation Board of Directors, institutional goals and striving to be one of the nation's top ten community colleges.

After in-depth discussion, there was consensus among the Trustees to look into utilizing the services of Association of Governing Boards of Universities and Colleges (AGB) or Florida College System (FCS) for a one-day session; set an annual Board development meeting; and build into the calendar of events social opportunities, to include interaction with the FSCJ Foundation.

B. Architecture for Student Success:

Vice President of Student Services Dr. Linda Herlocker provided the Board with an overview of "Architecture for Student Success." The overview included information pertaining to the following:

- Review of Student Services Leadership
- FSCJ Student Services Departmental Philosophy
- FSCJ Strategic Enrollment Management (SEM) Framework, to include SEM Guiding Principles, SEM Goal and Over-arching Strategies
- Student Learning Outcomes
- Student Life Cycles
- Student Success at FSCJ, to include Components of Student Success and Encouraging Student Success

There was discussion by Trustees regarding the implementation of the student life cycle, number of FSCJ advisors, student experience and mastering student learning outcomes. The Board commended VP Herlocker and her team on their departmental philosophy and the excellent documentation provided for today's conversation.

COMMENTS BY THE PUBLIC:

There were no comments made by the public.

ADJOURNMENT:

There being no further business, Chair McGehee declared the meeting adjourned at 1:02 p.m.

APPROVAL OF MINUTES:

Chair, District Board of Trustees

Executive Secretary, District Board of Trustees

District Board of Trustees

Minutes of the September 8, 2020, Regular Meeting
Advanced Technology Center, Rooms T-140 & 141, 1 p.m.

PRESENT:

Thomas R. McGehee, Jr., Chair
Michael M. Bell, Vice Chair, Nassau County
O. Wayne Young, Vice Chair, Duval County
Jennifer D. Brown
Shantel N. Davis
D. Hunt Hawkins
Laura M. DiBella
Thomas J. Majdanics
Roderick D. Odom

ABSENT:

None

CALL TO ORDER:

Chair McGehee called the meeting to order at 1:14 p.m. and welcomed those in attendance.

PLEDGE:

Chair McGehee led the Pledge of Allegiance.

COMMENTS BY THE PUBLIC:

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

MINUTES:

(Ref. Board Agenda for September 8, 2020; Pages 202100082 – 108)

Chair McGehee 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 August 11, 2020, Board Workshop, on agenda pages 82 – 84; and August 11, 2020, Regular Meeting, on agenda pages 85 – 108, and there were none.

MOTION: (Bell – Davis) The motion was made to approve the FSCJ DBOT minutes – as a slate – from the August 11, 2020, Board Workshop; and August 11, 2020, Regular Meeting, as recommended.

Motion carried unanimously.

REPORT OF THE COLLEGE PRESIDENT:

Convocation Recap:

College President John Avendano, Ph.D. shared with the Board information relating to the College's first-ever virtual Convocation ceremony, which kicked off the start of the 2020 Fall Term. The event brought together individuals from a variety of areas to discuss current topics including the Visionary

Impact Plan, myGradPlan, which is the institution's student success management system, and even issues of diversity, equity and inclusion.

President Avendano shared that while the format was certainly unconventional, that he had heard nothing but positive feedback. The virtual event showed no less success from his perspective. He is confident that FSCJ faculty and staff feel energized, informed and hopeful for a great Fall Term that began August 31.

COVID-19 Return Phase 2/
Fall Term Start:

President Avendano noted that he was thrilled to have the opportunity to be in-person with everyone at today's meeting. The College is now in Phase 2 of the Return to Campus Plan, which means FSCJ is slowly bringing back a small number of employees to meet the students' most pressing needs in areas like Academic Advising, Student Financial Services, Campus Bookstores and within the libraries.

The College has been in constant communication with many of the local health care and government leaders who are helping to inform our decisions on the matter and the institution looks to them for further guidance moving forward.

FSCJ felt that it was important to take the first steps toward a slow, intentional return in order to help the students as they begin the Fall Term. The College is, of course, asking everyone to monitor their own health daily before coming back to any of the campuses and centers. Everyone is required to maintain social distancing and observe face covering and hygiene policies.

JTA MOU Signing Event:

President Avendano shared with the Board that on August 20, FSCJ welcomed Jacksonville Transportation Authority CEO Nathaniel Ford Sr. to the institution's Cecil Center to sign the memorandum of understanding that allows for the expansion of the autonomous vehicle Test & Learn program.

The expansion includes FSCJ Commercial Driver's License Test Track at the Cecil Center, the development of educational curriculum for autonomous vehicle technology and the future launch of autonomous vehicles at one of the institution's locations.

The College is very excited about this initiative and the progress it will make possible for FSCJ students and the community.

San Jose Tech Charter High
Press Conference:

President Avendano announced that FSCJ would host a press conference on September 24 at the Cecil Center with San Jose Tech Charter High School to announce the College's partnership. The proposed charter school intends to have a focus on dual enrollment and specialized career and technical education pathways that will directly align with FSCJ. As details about the press conference are finalized, the information will be shared in hopes that Trustees can attend.

Data Dashboard:

President Avendano shared with the Board information relating to the September 2020 Data Dashboard.

- Enrollment Dashboard: The first dashboard is the Fall Term College Credit Enrollment report as of August 17, 2020, which shows a negative variance of 11% credit hours for fall 2020 over fall 2019. That enrollment number is down 8,226 credit hours when compared to the same day in the fall 2018 enrollment cycle.
- Spotlight Dashboard: The second dashboard is a spotlight on the annual unduplicated headcount and funded Full-Time Equivalent for the 2019-20 reporting year. During summer 2019, fall 2019 and spring 2020, FSCJ's annual unduplicated enrollment was 43,789, which is down 1.2% from 2018-19. The funded FTE for that same period was 17,156.5, which is up 1.5% in comparison to previous year.
- Finance Dashboard: The third dashboard illustrates the actual revenues and expenditures compared to budget for the period ending July 31, 2020 and July 31, 2019.
- Grants Dashboard: The final dashboard is a snapshot of the grants that have been awarded to the College over the 2020-21 fiscal year as of this month, which total \$1,634,313 as well as a spotlight on our U.S. Department of Education GEAR UP grant, which is led by Duval County Public Schools.

President's Circle Letter:

President Avendano shared with the Board that a letter would be forthcoming to members of the FSCJ DBOT and Foundation Board of Directors as well as various community business and industry leaders relating to the President's Circle. He is looking forward to having the opportunity to introduce the program at FSCJ.

CONSENT AGENDA:
(Ref. Board Agenda for
September 8, 2020; Item 1,
Pages 202100109 – 110)

Chair McGehee noted the Trustees had fully reviewed the Consent Agenda item prior to today's meeting and had the opportunity to discuss any questions and/or concerns with the College President through individual Trustee conference calls, if they so desire. He then asked Trustees if they wished to remove the item from the Consent Agenda for individual consideration/discussion under Action Items, and there were none.

ACTION ITEMS:
(Ref. Board Agenda for
September 8, 2020; Items 1
through 10, Pages 202100111
– 153)

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

Chair McGehee 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, Office of General Counsel: College President's Contract of Employment; Amendment Two, on agenda pages 112 – 116.

MOTION: (Bell – Hawkins) The motion was made to approve the Office of General Counsel: College President's Contract of Employment; Amendment Two, as recommended.

Chair McGehee asked if there were any questions or comments by the Board. There was discussion by the Board regarding enrollment goals, student success rates, organizational culture, monthly data dashboard reports, goal development, strength of goals, bonus determination, reaction to document and potential governance committee.

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

Motion carried. Trustees Brown, Majdanics and Young opposed.

Chair McGehee pledged to follow-up with the Association of Governing Boards of Universities and Community Colleges (AGB) to inquire with the organization on the matter of a governance committee and the standards thereof. He will bring the information back to the Board at the next DBOT workshop.

President Avendano presented the administration's recommendation on Action Item 3, Foundation: Posthumous Awarding of the Honorary Bachelor's Degree in Business

Administration to M. James H. Winston, and Naming of the FSCJ Foundation Conference Room in His Honor, on agenda page 117.

MOTION: (Hawkins – Davis) The motion was made to approve the Posthumous Awarding of the Honorary Bachelor's Degree in Business Administration to Mr. James H. Winston, and Naming of the FSCJ Foundation Conference Room in His Honor, as recommended.

Chair McGehee asked if there were any questions or comments by the Board. He noted that both Posthumous Award items represented gentlemen that he knew personally and looked up to. In fact, he went to school with Mr. James Winston's children. He shared that Mr. Winston played a large role in his life and was one of his local hero's. When Chair McGehee began with the FSCJ DBOT Mr. Don Zell was an honorary member. He stated he was supportive of both Action Items.

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

Motion carried unanimously.

President Avendano presented the administration's recommendation on Action Item 4, Foundation: Posthumous Awarding of the Honorary Bachelor's Degree in Business Administration to Mr. Donald D. Zell, on agenda page 118.

MOTION: (Hawkins – DiBella) The motion was made to approve the Posthumous Awarding of the Honorary Bachelor's Degree in Business Administration to Mr. Donald D. Zell, as recommended.

Chair McGehee 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, Purchasing: Employee Group Plans for Health, Dental and Vision Insurance, on agenda pages 119 – 123.

MOTION: (Majdanics – Odom) The motion was made to approve the Employee Group Plans for Health, Dental and Vision Insurance, as recommended.

Chair McGehee 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: Fiscal Year 2019-20 Operating Budget Amendment No. 4, on agenda pages 124 – 125.

MOTION: (Hawkins – Young) The motion was made to approve the Fiscal Year 2019-20 Operating Budget Amendment No. 4, as recommended.

Chair McGehee asked if there were any questions or comments by the Board. There was discussion by the Board regarding the three amendments as to whether or not the items were reviewed during the Finance & Audit Quarterly Committee meeting. It was noted that the committee discussed the 2020-21 budget outlook and transfers.

Chair McGehee asked if there were any additional 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: Fiscal Year 2020-21 Capital Outlay Budget Amendment No. 1, on agenda pages 126 – 128.

MOTION: (Bell – Hawkins) The motion was made to approve the Finance: Fiscal Year 2020-21 Capital Outlay Budget Amendment No. 1, as recommended.

Chair McGehee 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, Finance: Fiscal Year 2020-21 Operating Budget Amendment No. 1, on agenda pages 129 – 130.

MOTION: (Hawkins – Davis) The motion was made to approve the Fiscal Year 2020-21 Operating Budget Amendment No. 1, as recommended.

Chair McGehee 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: Florida College System (FCS) Affordability Report, on agenda pages 131 – 151.

MOTION: (Bell – Davis) The motion was made to approve the Florida College System (FCS) Affordability Report for submission to the Florida Department of Education, as recommended.

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

President Avendano highlighted a comment of concern from last year relating to the timeliness of textbook adoption by the faculty, noting the College was not able to meet posting deadlines 10-11% for the academic year. As of today, FSCJ's numbers are down to 3%, which is a significant change in one year's time. Dr. Avendano expressed his gratitude and appreciation to the faculty for providing information to students within the 45-day posting requirement. This allows the student to stay well-informed of the cost of their textbooks and instructional materials, and achieves the institution's goal of continuing to improve for the benefit of our students.

Motion carried unanimously.

President Avendano presented the administration's recommendation on Action Item 10, Online & Workforce Education: Florida Postsecondary Comprehensive Transition Program Intent to Apply/Project Vertical for Students with Intellectual Disabilities, on agenda pages 152 – 153.

MOTION: (DiBella – Odom) The motion was made to approve the Florida Postsecondary Comprehensive Transition Program Intent to Apply/Project Vertical for Students with Intellectual Disabilities, as recommended.

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

Motion carried unanimously.

INFORMATION ITEMS:
(Ref. Board Agenda for
September 8, 2020; Items
A – C, Pages 202100154
– 193)

Chair McGehee asked the Board if there were any questions or comments related to Information Items A – C, on agenda pages 154 – 193, and there were none.

REPORT OF THE BOARD
CHAIR:

Chair McGehee reported that with all the events that have been attempted since last March, Convocation went on without any difficulties. He shared that he has enjoyed convocations in the past, noting the events represent a good encouraging kick off that help employees remember why we are all here. The goal of the institution is all about education. Each of us is dedicated to this process and it benefits our entire community. Earlier during the workshop, Vice President of Student Services Dr. Linda Herlocker presented the College's Architecture for Student Success. We all play a supporting role in that plan. Faculty and administrative staff, I am proud to be a part of your efforts. This year is all about being flexible and although we have never been in times like these, we can do this. We can be that impact that will help our entire region grow through these times. He looks forward to hearing and seeing what that will look like over this next school year. All the while continuing to have an open mind to the possibilities that we may not have explored in the past but know that we are better equipped to try levels of education that there has been no training for as of yet. He encouraged everyone to be excited and to have a courageous belief that just maybe we have made a difference in the lives of our neighbors.

REPORT OF TRUSTEES:

There were no reports provided by Trustees.

REPORT OF THE BOARD
FINANCE & AUDIT
COMMITTEE CHAIR:

Trustee Young Acting Committee Chair provided the Board with a summary of the September 2020 quarterly meeting, which included information regarding the review of the Committee's charge and process, Investment Performance Report, Annual Financial Summary and 2020-21 Budget Outlook.

The next quarterly meeting of the Committee is scheduled for November 10, 2020 at the College's Betty P. Cook Nassau Center, Room T-106, at 10:30 a.m.

REPORT OF THE BOARD
LIAISON, FSCJ
FOUNDATION BOARD OF
DIRECTORS:

FSCJ Foundation Board Liaison Jennifer Brown provided the Board with an overview of the written report relating to the FSCJ Foundation Board of Directors quarter to quarter Board meetings along with other committee meetings and activities. (Appendix A)

INTRODUCTION OF NEW
EMPLOYEE(S) AND/OR
APPOINTEE(S):

Chair McGehee invited any new employee(s) and/or appointee(s) to stand and be recognized. There were no new employees nor appointees in attendance at the meeting.

REPORT OF THE
ADMINISTRATIVE AND
PROFESSIONAL
COLLABORATIVE (APC):

Administrative and Professional Collaborative Chair Dr. Heather Kenney provided the Board with a written report relating to current APC initiatives and activities. (Appendix B)

REPORT OF THE CAREER
EMPLOYEES COUNCIL
(CEC):

Career Employees Council Chair Camilla Collins provided the Board with a written report relating to current CEC initiatives and activities. (Appendix C)

REPORT OF THE FACULTY
SENATE (Senate):

On behalf of the Faculty Senate President Dr. John Woodward, Vice President Cheryl Schmidt addressed the Board and presented an overview of the written report relating to current Senate initiatives and activities. (Appendix D)

REPORT OF THE STUDENT
GOVERNMENT
ASSOCIATION (SGA):

Collegewide Student Government Association President James Milligan provided the Board with a written report relating to current SGA initiatives and activities. (Appendix E)

NEXT REGULAR
MEETING:

Chair McGehee announced the Board will meet on Tuesday, October 13, 2020, at the College's Advanced Technology Center for a Deep Dive Workshop. The next regular meeting of the Board is scheduled for Tuesday, November 10 at the College's Betty P. Cook Nassau Center.

ADJOURNMENT:

There being no further business, Chair McGehee declared the meeting adjourned at 1:20 p.m.

APPROVAL OF MINUTES:

Chair, District Board of Trustees

Executive Secretary, District Board of Trustees

Submitted by: Ms. Kimberli Sodek, Secretary to the Board



REPORT OF THE BOARD LIAISON, TRUSTEE JENNIFER BROWN

SEPTEMBER 8, 2020

1. Between its quarter to quarter Board meetings, the Foundation will typically hold other committee meetings to address governance matters related to alumni relations (the Alumni Advisory Council), investment policy and performance (the Investment Advisory Committee) and budget and accounting matters (the Finance, Audit and Compliance Committee).
2. Actions taken in the past quarter by these respective committees include:
 - a) A proposal to add the President of the FSCJ Student Government Association, and the President of the College Retirees' Association, as x-officio members of the Alumni Advisory Council,
 - b) Recommendations by the Investment Advisory Committee to the Finance, Audit and Compliance Committee for three new private equity programs, and one new strategy focused on ESG investing, to the investment portfolio for a total of \$3,250,000 in new commitments, and
 - c) Approval of the Foundation 2020-21 Operating Budget, which includes \$577,261 in Institutional Support to the College, \$973,770 for Endowed Scholarships and Programs, and \$586,640 for Non-Endowed Scholarships and Programs; for a total of \$2,137,671 in available funds.
3. As noted in my June 9 update, the Foundation approved the addition of four new members to its Board of Directors. Those new members include Mr. Aundra Wallace, President of JAXUSA Partnership; Mr. David Miller, Executive Chairman of Brightway Insurance; Dr. Charles Moreland, Mayor's Office, Director of Community Affairs; and Dr. Maggie Cabral-Maley, Retired FSCJ Campus President.

At a Call Meeting of the Foundation Board on August 24, the Board also elected Bishop Rudolph McKissick, Jr. to the Board of Directors. Bishop McKissick is Senior Pastor at the historic Bethel Church neighboring our Downtown Campus.

4. The Foundation's staff and Board is in the process of completing its goals and objectives, implementation strategies, associated performance measures. The team is also solidifying its 2020-21 events calendar [in advance of the October 1 start of its fiscal year].



Date: September 8, 2020

To: Florida State at College District Board of Trustees

From: Heather Kenney, Chair of the Administrative and Professional Collaborative, 2020-2021

Re: September 2020 Administrative and Professional Collaborative Report

Chair McGehee and Trustees:

The Administrative and Professional Collaborative is starting strong in the new academic year. Our goal this year is to continuously engage our members virtually through professional development, panel discussions, events and networking opportunities.

The committee has met several times to get ready for the fall semester. Our first networking event that has been developed and led by Dr. Tameiko Grant, Dr. Annette Barrineau and Ms. Karen Arlington is the first annual Speed Networking Program. Members of the APC are always interested in collaborating and partnering with employees from every Campus and Center at FSCJ. During this time of remote work, developing and fostering workplace connections are even more critical to promoting healthy communication among our colleagues. APC members have an opportunity to network with employees with whom they may seldom interact with or enhance already established partnerships. This program has been developed to enhance communication and connections among members.

The APC Events and Volunteer Committee has put together #FSCJServes. This opportunity provides members the ability to serve virtually throughout the Jacksonville and FSCJ community. Throughout the month of September we have encouraged APC members to volunteer by being a mentor to an FSCJ students, connect with a neighbor and give blood through One Blood. We will be featuring our members throughout the month on our APC website blog and social media outlets.

This upcoming semester we will work to build additional programs that will engage the FSCJ community. Our goal is to provide administrative personnel and professionals an opportunity to voice their concerns and engage with other professionals around the College.

Respectfully,

Heather Kenney
Director, Student Services and Enrollment
Administrative and Professional Collaborative Chair, 2020-2021



Date: September 8, 2020
To: Florida State College at Jacksonville District Board of Trustees
From: Camilla Collins, Career Employees' Council Chair
Re: September 2020 CEC Report

Chair McGehee and Trustees:

There will be no written report provided by the Career Employees' Council this month due to the Council not meeting. The current interim chair is seeking leadership transitions.

Respectfully,

Camilla Collins

Camilla Collins
Career Employees' Council Chair
Florida State College at Jacksonville
904-357-8889 / cami.collins@fscj.edu



Date: September 8, 2020
To: Florida State College at Jacksonville District Board of Trustees.
From: John A. Woodward, PhD
Re: September 2020 Report

Chair McGehee and Fellow Trustees:

The new semester is off to a relatively smooth start. I have heard very few complaints about technology or about difficulties with student access, book orders, etc. But nothing very different than what we deal with each semester. And while there are some complaints about the technology, and while live online teaching can be excruciatingly difficult for faculty and students, on the whole the semester seems to be rolling along well enough.

Senate will pick up where we left off in May. We will re-establish a committee to look into options for the Spring semester so we can help inform Dr. Wall and his committee on what might work best for returning to campus. We will also reconfigure a committee that was looking into definitions for hybrid and fully online courses in order to think about these definitions through the new modality of live online, which I think might connect with students and faculty who wish to modify their standard online delivery methods. Our emphasis on rigor continues, with that committee meeting in the Fall as does our work on developing processes for dealing with academic dishonesty.

The inevitable march towards the Spring semester has already put us in a position of creating a schedule – even though we are not yet sure of what might happen with the pandemic. Collectively, faculty and administrators on Dr. Wall’s committee determined the best solution was to plan for a ‘normal’ return to campus and to make adjustments if need be as we get closer to the beginning of the new year. I get the impression that a number of faculty will want to return in the Spring if possible, and a number will want to continue with the live online modality—this all being dependent on the pandemic and its effect on our community. Faculty want to be in a place to serve students and serve them well, and we will work to make that happen. Any plans will have to be flexible, though, until we get more sure of various factors beyond our control. This semester is going to make for a fascinating experiment, no matter the outcome.

Rigor and academic honesty are still central to Senate’s designs for this semester. I shared with faculty at the beginning of the semester the professional ethics we adopted from the AAUP. It doesn’t speak directly to rigor but to the ethical responsibility faculty have to the truth and to being guides for students seeking the truth. The College as a whole is here to help guide students to the truth, and to help them to become ethical citizens in a complex world. We are working on making it deeply ingrained in our culture and our processes to emphasize this profound responsibility. This of course parallels our emphasis on honesty and we seek to redesign some of our processes so that unethical or dishonest behavior is caught and incremental punishment is meted out. But we also want to work on changing our pedagogical processes, making it more difficult to be dishonest, and also enculturating students into a world where honesty is valued.

The semester promises to be exciting and, I think, to be the most exhausting semester most faculty will ever have endured. We are dedicated to helping make our students be successful, and to helping them fulfill their own goals. And while that may take much more time in this distanced world, we will put in that time and effort out of a sense of responsibility to our profession and discipline.

That concludes my report to the Board.

Respectfully,

A handwritten signature in blue ink, appearing to read "J. Woodward".

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: September 8, 2020

To: Florida State College at Jacksonville District Board of Trustees

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

Re: July 2020 to August 2020 Student Government Association Report

Chair McGehee and Trustees,

The Student Government Association (SGA) is the voice of the student body at Florida State College at Jacksonville (FSCJ). Please see the following updates and accomplishments for the period of July 2020 to August 2020.

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

- The FSCJ SGA helped promote via social media and word of mouth the FSCJ HOPE Food Pantry Drive-Thru Food Pantry Marketplaces that took place at various campuses on August 5, August 12 and August 19 from 11:30 a.m.-1 p.m. & 5-6:30 p.m. respectively. Over the three days 129 student received 258 pre-packed grocery bags which meant approximately 2,000 pounds of food was distributed.
- On Thursday, August 20, members of the FSCJ SGA attended the virtual Florida College System Student Government Association (FCSSGA) Campus Executive Board Training with SGA officers from around the state. The conference covered skills student leaders will need to be successful during the year.
- On Friday, August 21, members of the FSCJ SGA attended the virtual FCSSGA Advocacy 101 Meeting. The meeting provided an overview of the upcoming FCSSGA Presidents Assembly, what legislative planks are, how to submit legislative planks, how the FCSSGA Legislative Platform works and best practices when meeting with legislator as well as advocating for causes.
- Between August 31 and September 2, the FSCJ SGA hosted virtual games and activities as part of the Virtual Welcome Week including a virtual dance party, origami workshop, poetry reading, Kahoot! quizzes on ways to get involved in co-curricular activities and minute to win it challenges.
- On Tuesday, September 2, the FSCJ SGA shared on social media a video encouraging students to register to vote as well as tips on how to safely vote during the COVID-19 pandemic. Members of the SGA and Black Student Union recorded the video at the FSCJ TV Studio. The video will be emailed to all students in the near future.
- The FSCJ SGA is looking for to hosting Virtual Involvement Fairs, Virtual Student Mixers and Constitution Day activities during the month of September.
- The SGA is looking forward to attending the FCSSGA Presidents' Assembly that will take place virtually on September 18. This event will help train SGA members in legislative advocacy, leadership, service learning and citizenship. SGA presidents from across the Florida College System will vote on planks for the FCSSGA Legislative Platform.
- The SGA provided feedback for Student Life & Leadership to proceed with sponsoring registration for 250 students to attend the virtual Lead365 National Conference that will take place October 5-19, 2020.

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,

Justin Milligan

FSCJ Collegewide Student Government Association President

Florida State College at Jacksonville
District Board of Trustees
Minutes of the October 13, 2020, Deep Dive Workshop
Advanced Technology Center (ATC), Room T-140/141, 12:00 p.m.

PRESENT: Thomas R. McGehee, Jr., Chair
Michael M. Bell, Vice Chair, Nassau County
O. Wayne Young, Vice Chair, Duval County
Jennifer D. Brown
Shantel N. Davis
Laura M. DiBella
D. Hunt Hawkins
Thomas J. Majdanics
Roderick D. Odom

ABSENT: None.

CALL TO ORDER: Chair McGehee called the meeting to order at 12:07 p.m. and welcomed those in attendance and recited the Pledge of Allegiance.

Chair McGehee announced Happy Birthday to Trustees Wayne Young and Laura DiBella. He also announced the illness of Kim Sodek's mother and asked for everyone's thoughts and prayers. Lastly at the end of the Board Workshop there will be a Shade meeting.

WELCOME: College President John Avendano, Ph.D. welcomed all those in attendance.

INFORMATION/
DISCUSSION:

- A. Strategic Plan – 2020 Visionary Impact Plan (VIP) Presenters: President John Avendano, Ph.D., Vice President of Institutional Effectiveness and Advancement Dr. Marie Gnage and Associate Vice President for Strategic Priorities Dr. Deb Fontaine
- B. FSCJ Foundation Operations Presenters: President John Avendano, Ph.D. and Executive Director for the FSCJ Foundation Mr. Cleve Warren

COMMENTS BY THE
PUBLIC:

There were no comments made by the public.

ADJOURNMENT:

There being no further business, Chair McGehee declared the public meeting adjourned at 1:49 p.m.

APPROVAL OF MINUTES:

Chair, District Board of Trustees

Executive Secretary, District Board of Trustees

Submitted by: Calvin Leavell, Office of the College 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:	November 10, 2020


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.

6Hx7-2.24 – Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act

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		202100220
	NUMBER	TITLE	PAGE
	6Hx7-2.24	Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act	2 - 38

- (1) The College shall comply with the provisions of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, originally known as the Crime Awareness and Campus Security Act of 1990 as amended from time to time, and other applicable laws pertaining to College safety and security practices.
- (2) In order to ensure compliance with the provisions of the subject Act the College President shall develop and distribute appropriate procedures to address the provisions of the Act.

(General Authority: F.S. 1001.64, 1001.65, Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, 20 U.S.C. 1092)

(Adopted 10/20/92, Revised 12/11/07, 02/10/15)
 (Reviewed 04/08/14, 06/14/16, 11/10/20)

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

AGENDA ITEM NO. C A - 2.

Subject:	Purchasing: Annual Contract Extensions
Meeting Date:	November 10, 2020

RECOMMENDATION: It is recommended that the District Board of Trustees authorize College administration to extend the following annual contracts.

	Bid #/ File #	Title	Supplier	Extension Period		Year # of #	Estimated or Not-to- Exceed Value	Annual Change in Price
				From:	To:			
1.	2015C-14	Roof Repair & Replacement Delivery Order Contracting Services	BBG Contracting Group, Inc.	02/01/2021	01/31/2022	6 of 6	\$1,000,000	0%
2.			Register Roofing & Sheet Metal, Inc. (Formerly Known As: J. Register Company, Inc.)	02/01/2021	01/31/2022	6 of 6	\$1,000,000	0%
3.	2020C-07C	HVAC and Chiller Maintenance and Warranty Services – SC & DWC (Chillers Lots 1, 3 & 6)	Chiller Medic Inc.	12/01/2020	11/30/2021	1 of 5	\$325,000	0%
4.	2020C-07T	HVAC and Chiller Maintenance and Warranty Services – SC, DWC & ATC (AHUs Lots 2, 4, 5 & 6)	Thermodyne Services, Inc.	12/01/2020	11/30/2021	1 of 5	\$325,000	0%
5.	2020C-08K	Electrical Delivery Order Contracting Services	Kim's Electric, Inc.	02/01/2021	01/31/2022	1 of 5	\$500,000	0%
6.	2020C-08T		The Titan Electric Group, Inc.	02/01/2021	01/31/2022	1 of 5	\$500,000	0%
7.	2020C-08V		Vanguard Electrical Contractors, Inc.	02/01/2021	01/31/2022	1 of 5	\$500,000	0%

Subject: Purchasing: Annual Contract Extensions
(Continued)

	Bid #/ File #	Title	Supplier	Extension Period		Year # of #	Estimated or Not-to- Exceed Value	Annual Change in Price
				From:	To:			
8.	2020C-08W	Electrical Delivery Order Contracting Services	Watson Construction Group, Inc.	02/01/2021	01/31/2022	1 of 5	\$500,000	0%

BACKGROUND: The College solicits annual indefinite quantity contracts for various services and products used collegewide. These contract renewals are negotiated annually for optional extension terms. Each contract requires review to confirm satisfactory performance, terms, conditions and competitive renewal rates.

RATIONALE: Pursuant to State Board of Education Rule 6A-14.0734 annual indefinite quantity contracts minimize purchase costs through collective volume buying.

FISCAL NOTES: The total amount of services provided using these contracts is comprehended in the College's operating or capital budgets.

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

AGENDA ITEM NO. C A - 3.

Subject:	Purchasing: Architectural Consultant Continuing Contracting Services
Meeting Date:	November 10, 2020

RECOMMENDATION: It is recommended that the District Board of Trustees authorize College administration to negotiate and enter into satisfactory indefinite quantity contracts(s) for Architectural Consultant Continuing Contracting Services with the following companies:

- Akel Logan Shafer, P.A.
- Bhide & Hall Architects, P.A.
- Elbert Norman Brady Architects
- Harvard Jolly, Inc.
- Kasper Architecture and Development, Inc. DBA: Kasper Architects + Associates
- Pond and Company
- PQH Group
- TTV Architects Inc

These companies were the top-ranked proposers for the initial term through October 31, 2021, with up to five additional one-year terms subject to continued need, satisfactory performance, mutually agreed to rates, same terms and conditions and District Board of Trustees approval of extension. Each resultant contract shall have a per project maximum fee for professional services in the defined limits of Florida Statute 287.055(g) currently not to exceed \$500,000 in which the estimated construction cost of each individual project shall not exceed \$4,000,000 as well as have an annual maximum not-to-exceed \$750,000.

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

BACKGROUND: The current collegewide various architectural consultant services contracts expired on October 31, 2020. Multiple architectural consultant contracts have been awarded to provide each campus the ability to concurrently assign work to different architectural firms on an "as needed" basis.

In accord 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 defined services.

Fifty licensed architectural firms were solicited in addition to being publicly advertised in the Florida Times Union and posted on the Florida Vendor Bid System. Ten firms submitted qualification proposals.

Subject: Purchasing: Architectural Consultant Continuing Contracting Services
(Continued)

A College evaluation committee completed a detailed evaluation of the ten responsive qualification proposals submitted and recommended the top-ranked eight proposers for award.

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 access to qualified, experienced licensed architects.

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. CA – 4.

Subject:	Purchasing: Construction Services – Pre-Qualification of General Contractor Renewal
Meeting Date:	November 10, 2020

RECOMMENDATION: It is recommended that the District Board of Trustees authorize College administration to renew pre-qualification of the following 27 construction general contractors for the period of January 1, 2021 through December 31, 2021 in accordance with Florida Statute 1013.46(2) and State Requirements for Educational Facilities (SREF), Chapter 4(4.1), and College Board Rule 6Hx-7-8.1 “Building and Grounds”:

Company Name	A* Maximum Dollar Value per Project	B** Maximum Dollar Value Under Contract at any one time
A ² Group, Inc.	\$10.0M	\$25.0M
ABBA Construction, Inc.	\$9.5M	\$10.5M
ACON Construction Co., Inc.	\$10.0M	\$20.0M
Allstate Construction, Inc.	\$71.0M	\$150.0M
Auld & White Constructors, LLC	\$26.2M	\$38.1M
C. C. Borden Construction, Inc.	\$8.5M	\$9.5M
CGC, Inc.	\$6.2M	\$8.9M
Charles Perry Partners, Inc.	\$17.9M	\$17.9M
Core Construction Company, Inc.	\$2.2M	\$2.2M
Crabtree Construction Co.	\$4.1M	\$11.5M
D.E. Scorpio Corp.	\$28.5M	\$28.5M
D. J. Haycook Construction Company	\$2.2M	\$2.2M
Danis Construction LLC	\$14.2M	\$14.2M
E. Vaughan Rivers, Inc.	\$22.3M	\$22.9M
General Mechanical Corporation	\$15.0M	\$15.3M
Gulf Building LLC	\$19.4M	\$19.4M
Hager Construction Company	\$2.3M	\$2.3M
Hawkins Construction, Inc.	\$50.1M	\$50.1M
KBT Contracting Corp.	\$3.2M	\$4.9M
Lasa Construction, Inc.	\$2.9M	\$10.0M
LEGO Construction Company	\$9.3M	\$9.3M
Marand Builders, Inc	\$12.6M	\$30.0M
Perry-McCall Construction, Inc.	\$68.0M	\$68.0M
Sauer Incorporated	\$124.0M	\$159.1M
Scherer Construction of North Florida, LLC	\$17.5M	\$17.5M
The Haskell Company	\$200.0M	\$674.4M
Warden Construction Corp	\$12.0M	\$12.0M

Subject: Purchasing: Construction Services – Pre-Qualification of General Contractor Renewal
(Continued)

*Column A: Maximum dollar value per project is defined in SREF Chapter 4, Section 4.1(3) as the maximum value of each project can be up to twice the value of the largest project previously completed, but shall not exceed the contractor's single bonding capacity or ten (10) times the contractor's net quick asset dollar amount.

**Column B: Maximum dollar value under contract at any one time is defined in SREF Chapter 4, Section 4.1(2) as the total dollar value of work the contractor will be permitted to have under contract at any one time as determined by the contractor's aggregate bonding capacity or ten (10) times the contractor's net quick asset dollar amount.

BACKGROUND: Pursuant to State Department of Education SREF Rule and District Board of Trustees Board Rule 6Hx7-8.1, "Buildings and Grounds," the College is required to annually pre-qualify construction contractors.

27 firms responded to the College's request for qualifications (RFQ) for pre-qualification renewals. Pursuant to SREF Chapter 4(4.1) and College Board Rule 6Hx7-8.1(4), the RFQ included an evaluation of construction contractor's professional qualifications, financial and bonding capacity, performance and past experience. The evaluation committee reviewed the submissions and recommend pre-qualification of the above 27 firms.

RATIONALE: Pre-qualification of construction contractors ensures that the qualifications of construction firms bidding meet or exceed State Statutes, SREF requirements, and College Board Rule.

FISCAL NOTES: There is no fiscal impact to the College as a result of this action.

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

AGENDA ITEM NO. CA – 5.

Subject:	Purchasing: Construction Services – Pre-Qualification of New General Contractors
Meeting Date:	November 10, 2020

RECOMMENDATION: It is recommended that the District Board of Trustees authorize College administration to pre-qualify the following new construction general contractors for the period of January 1, 2021 through December 31, 2021 in accordance with Florida Statute 1013.46(2) and State Requirements for Educational Facilities (SREF), Chapter 4(4.1), and College Board Rule 6Hx-7-8.1 “Building and Grounds”:

Company Name	A* Maximum Dollar Value per Project	B** Maximum Dollar Value Under Contract at any one time
D&M Construction Group, Inc. DBA/ Foresight Construction Group, Inc.	\$14.5M	\$14.5M
Elkins Construction, LLC	\$68.1M	\$68.1M
Tim Young Construction, Inc.	\$6.2M	\$6.2M
Whitesell-Green Inc.	\$75.0M	\$91.3M

*Column A: Maximum dollar value per project is defined in SREF Chapter 4, Section 4.1(3) as the maximum value of each project can be up to twice the value of the largest project previously completed, but shall not exceed the contractor’s single bonding capacity or ten (10) times the contractor’s net quick asset dollar amount.

**Column B: Maximum dollar value under contract at any one time is defined in SREF Chapter 4, Section 4.1(2) as the total dollar value of work the contractor will be permitted to have under contract at any one time as determined by the contractor’s aggregate bonding capacity or ten (10) times the contractor’s net quick asset dollar amount.

BACKGROUND: Pursuant to State Department of Education SREF Rule and District Board of Trustees Board Rule 6Hx7-8.1, “Buildings and Grounds,” the College is required to annually pre-qualify construction contractors.

Six firms responded to the College’s request for qualifications (RFQ) for pre-qualification renewals. Pursuant to SREF Chapter 4(4.1) and College Board Rule 6Hx7-8.1(4), the RFQ included an evaluation of construction contractor’s professional qualifications, references, financial and bonding capacity, performance and past experience. The evaluation committee reviewed the submissions and recommend pre-qualification of the above four firms. The evaluation committee rejected two firms, Regions Facility Services, Inc. and Total Construction Solutions, Inc., for failure to meet all the RFQ solicitation pre-qualification requirements of State Requirements for Educational Facilities (SREF), Chapter 4(4.1), and College Board Rule 6Hx-7-8.1 “Building and Grounds.”

Subject: Purchasing: Construction Services – Pre-Qualification of New General Contractors
(Continued)

RATIONALE: Pre-qualification of construction contractors ensures that the qualifications of construction firms bidding meet or exceed State Statutes, SREF requirements, and College Board Rule.

FISCAL NOTES: There is no fiscal impact to the College as a result of this action.

**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 11 – Student Support Services
Meeting Date:	November 10, 2020

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.


6Hx7-11.1 – Student’s Rights and Responsibilities

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 6Hx7-11.1 – 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 these revisions.

	RULES OF THE BOARD OF TRUSTEES	
	NUMBER	TITLE
	6Hx7-11.1	Student's Rights and Responsibilities
		PAGE
		11-1

- (1) Florida State College at Jacksonville is dedicated to maintaining an environment which fosters student success. The College endeavors to protect the rights of students and also expects all students to act responsibly.
- (2) The College President is responsible for the maintenance of the orderly function of the College and shall establish necessary guidelines and regulations governing student conduct. The College President shall take appropriate action as deemed necessary to foster a positive college environment.
- (3) Attendance at the College is a privilege, and in order to maintain the College ideals of scholarship, character, and personality, the right is reserved by the College to establish rules and policies and procedures to foster these ideals and protect the interest of the College. Each student is All students, including those studying abroad, are subject to federal and state laws, respective county and municipal ordinances, and all rules, ~~and~~ policies and procedures of the College.
- (4) Violations of published laws, ordinances, rules, ~~and~~ policies and procedures may subject the violator to appropriate disciplinary action by College authorities.
- (5) Crime statistics, including reports of sexual assault, domestic violence, dating violence and stalking, graduation rates of athletes, and other information required by accreditation agencies and by law to be published will be made available to all students.
- (6) The College President will establish policies and procedures to implement prevention and awareness programs for students and employees that promote awareness of rape, acquaintance rape, domestic violence, dating violence, sexual assault and stalking as provided by law.
- (7) Disciplinary action, unless otherwise provided by law, may include fines, the withholding of a degree, certificate or transcript pending compliance with rules or payments of fines and the imposition of probation, suspension, limitations on access and/or contact with other students, if applicable, or dismissal. Students shall be afforded due process ~~as defined in District Board of Trustees Rule 6Hx7-2.18~~ prior to the administration of disciplinary action for violation of this rule.
- (8) Any act or behavior by a student that impairs, interferes with, or otherwise disturbs or obstructs the orderly conduct, processes, functions, and/or interests of the College is expressly prohibited. Such acts or behavior may include, but are not limited to, the following:
 - A. Consumption of alcoholic beverages on campus, college affiliated housing and/or at a College function.
 - B. Illegal use or possession of illegal drugs or narcotics, medical marijuana and drug paraphernalia.

	RULES OF THE BOARD OF TRUSTEES	
	NUMBER	TITLE
	6Hx7-11.1	Student's Rights and Responsibilities
		PAGE
		11-2

- C. Cheating in any form.
- D. The use of indecent or abusive language.
- E. Gambling.
- F. Hazing as defined by Section 1006.63, Florida Statutes.
- G. Bullying or Harassment of any College student or employee as defined by Section 1006.147, Florida Statute.
- H. Vandalism or destruction of property.
- I. Falsification of records.
- J. Unauthorized use of the College name.
- K. Lewd or indecent conduct or attire.
- L. Violence, or threat of violence against any member or guest of the College community.
- M. Theft or willful destruction of College property or of the property of members of the College.
- N. Interference with the freedom of movement of any member or guest of the College.
- O. Obstruction of the normal processes and activities of the College community.
- P. Deliberate interference with the rights of others.
- Q. Violation of federal or state law, or county or city ordinance.
- R. Repeated offenses of a less serious nature.
- S. Sexual harassment, sexual assault, domestic violence and dating violence.
- T. Accessing, altering or deleting College computer files/systems.
- U. Stalking ~~or, including, but not limited to~~ Cyber-Stalking ~~to engage in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her or others' safety, or to suffer substantial emotional distress, as defined by Section 784.045, Florida Statutes.~~
- V. Violation of the Computing Facilities Use Agreement.

	RULES OF THE BOARD OF TRUSTEES	
	NUMBER	TITLE
	6Hx7-11.1	Student's Rights and Responsibilities
		PAGE
		11-3

- W. Cyber bullying/social media/electronic devices.
- X. Disorderly behavior.
- Y. Trespassing or unauthorized access/entry.
- Z. Failure to follow the direction of a College official acting in their official capacity.
- AA. Willfully refusing to follow College policy, procedures or protocol.
- BB. ~~W.~~ Any other offense reasonably deemed to be contrary to the best interest of the College.

(General Authority: F.S. 78.045, 1001.64, 1001.65, 1006.147, 1006.63, ~~SBE Rule 6A-14.0261~~, Violence Against Women Reauthorization Act, 42 U.S. C. 13925 (a), Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, 20 U.S.C. 1092)

(Adopted 07/01/72, Revised 07/01/73, 07/01/74, 06/23/80, 12/16/81, 07/21/87, 08/18/87, 05/27/93, 04/06/99, 10/01/02, 04/08/14, 11/10/20 Formerly 6.1)

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

AGENDA ITEM NO. A – 3.

Subject:	Purchasing: GEERs Grant Autonomous Shuttle Vehicle
Meeting Date:	November 10, 2020

RECOMMENDATION: It is recommended that the District Board of Trustees authorize College administration to negotiate and enter into satisfactory sole source acquisition for Local Motors Autonomous Shuttle to be procured from the single authorized State of Florida reseller, BEEP Autonomous Mobility Solutions.

At the August 11, 2020 District Board of Trustees Meeting, Dr. Avendano announced the College partnership with the Jacksonville Transportation Authority (JTA) under a grant award from the National Science Foundation (NSF) in support of the Advanced Driver Assistance Systems (ADAS) Technician Program.

BACKGROUND: As innovations emerge in the automotive industry, specifically for autonomous vehicles, the program is being developed to produce ADAS technicians. This purchase directly supports the ADAS curriculum development, as well as workforce development for advanced automotive technologies, including autonomous shuttles. Noteworthy for this sole source is:

- 1) JTA and FSCJ have an agreement in place for joint collaboration on autonomous vehicle technologies, with emphasis on the technologies that JTA will be deploying in the Jacksonville region and the Local Motors Olli is specifically requested by JTA for use in the partnership agreement.
- 2) The Local Motors Olli is the exact autonomous shuttle that JTA is going to deployed at the Cecil North “test and learn” site. This is the technology that FSCJ student interns will be engaging with regarding commissioning, maintenance/servicing, and field data analysis.
- 3) The Olli provides distinct advantages identified by JTA such as, the inclusion of RADAR with LIDAR and the ability to see computer code for diagnostic educational purposes (this is unique to Local Motors Olli).
- 4) The Local Motors Olli is USA made and is partnered with Robotics Research, Inc., which is a leader in the development and deployment of artificial intelligence in autonomous vehicles; automotive and other applications.

BEEP Inc. (Orlando, FL) is the sole distributor for Local Motors Olli.

RATIONALE: Pursuant to 2 CFR Part II Section 200.320 and State Board Rule 6A-14.0734, procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be when the item is available only from a single source

FISCAL NOTES: The projected cost is comprehended in the College’s GEERs Grant program budget.

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

AGENDA ITEM NO. A – 4.

Subject:	Finance: Fees and Charges
Meeting Date:	November 10, 2020

1. **RECOMMENDATION:** It is recommended that the District Board of Trustees approve the following Full Cost of Instruction Fee for students taking certain repeat course enrollments at Florida State College at Jacksonville to be effective Spring Term 2020-21, per Florida Statute 1009.285.

Course Type	Current Fee	Proposed Fee
Bachelor's and Associate's College Credit Courses – Full Cost of Instruction Fee	\$218.00	\$228.00

BACKGROUND: Florida Statute 1009.285, fees for repeated enrollment in college-credit courses, provides that students enrolled in the same undergraduate college-credit course more than twice shall pay tuition at 100 percent of the full cost of instruction. The statute further indicates that calculation of the full cost of instruction shall be based upon the system wide average of the prior year's cost of undergraduate programs for Florida College System institutions. The fees being presented for the Full Cost of Instruction are taken from the 2020 Florida College System Fact Book, which is the most recent system information that is available.

RATIONALE: FSCJ will stay in compliance with Florida Statute 1009.285.

FISCAL NOTES: These fees are minimal and have historically only had small variances from year to year.

Subject: Finance: Fees and Charges
(Continued)

2. **RECOMMENDATION:** It is recommended that the District Board of Trustees approve the fee change for the following courses to be effective Spring Term 2020-2021, pursuant to Board Rule 6Hx7-4.19.

Course Number	Course	Current Fee	Recommended Fee
FFP 0030	Firefighter I	\$189.00	\$170.00
FFP 0031	Firefighter II	\$0.00	\$205.00

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.

The Firefighter I and II courses require students to be exposed to live fire and smoke training scenarios. The student fee for the courses listed above are necessary to ensure recovery of the costs of the building materials, vehicles, gasoline and petroleum used during live fires. These fees were last brought to the Board in 2013. After the review of the consumables by the program, it is requested the current fees above to be adjusted based on the increased costs submitted by the department for materials and services.

RATIONALE: The District Board of Trustees is authorized under Florida Statutes 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.

Subject: Finance: Fees and Charges
(Continued)

3. **RECOMMENDATION:** It is recommended that the District Board of Trustees approve the fee change for the following course to be effective Summer Term 2020-2021, pursuant to Board Rule 6Hx7-4.19.

Course Number	Course	Current Fee	Recommended Fee
RET 2520	Community Health	\$35.00	\$45.00

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.

The special fee for the course listed above has been re-evaluated. The Respiratory Care program requires a comprehensive exam and the testing material cost has increased since the last fee review.

RATIONALE: The District Board of Trustees is authorized under Florida Statutes 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 – 5.

Subject:	Finance: <i>FSCJ Access</i> Program
Meeting Date:	November 10, 2020

RECOMMENDATION: It is recommended that the District Board of Trustees approve the *FSCJ Access* Program to be effective Spring Term 2020-2021, 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.

Florida Statutes allow inclusive access programs when there is documented evidence that the options reduce the cost of textbooks and course materials for students. Students enrolling in courses under this program benefit from significantly reduced textbook costs, as publishers are willing to sell for less when more students purchase the course materials. In most cases, the *FSCJ Access* program utilizes electronic textbooks and online software. In accordance with Florida Statutes 1004.085, Textbook and Instructional Materials Affordability, the *FSCJ Access* program will utilize an opt-out approach, where students are charged for their books along with their tuition in the participating courses unless the student opts-out of the program. The additional course fees would be exactly what the bookstore provider charges for the course materials.

The Spring 2021 *FSCJ Access* pilot will reduce the cost of textbooks as summarized in the following table (The *FSCJ* price includes sales tax):

Course#	Title of Course Material Item	Publisher	ISBN	Format	National Retail	FSCJ Price
HFT1000	Introduction to Hospitality 8e	Pearson	9781260560282	Digital	\$149.79	\$ 96.30
MAT 1033	MyLabMath w/etext Beginning & Intermediate Algebra 6e	Pearson	9780135962770	Digital	\$ 138.83	\$ 74.90
DEP2004	Essentials of Life Span Development	McGraw-Hill	9781260827583	Digital	\$ 128.40	\$ 77.04
PSY1012	The Science of Psychology: An Appreciative View	McGraw-Hill	9781260983920	Digital	\$ 128.40	\$ 77.04
CHM1032	General, Organic, & Biological Chemistry	McGraw-Hill	9781260560282	Digital	\$ 138.38	\$ 83.19
IDS1107	Mind Tap - Strategies for Creating Success in College, Career, and Life	Cengage	9780357022740	Digital	\$ 87.74	\$ 46.01

Subject: Finance: *FSCJ Access* Program
(Continued)

RATIONALE: FSCJ is implementing a pilot program in which student course material will be provided digitally to all students enrolled in *FSCJ Access* classes. This will insure access to required resource material on the first day of classes to everyone in the class and will provide course materials at lower costs. This will guarantee the lowest cost to students because the college is able to secure a below competitive market rate for the material by purchasing in bulk.

The bookstore is able to provide course materials at lower costs due to volume and contractual arrangements with publishers that allow for the lowest cost for course materials when an Inclusive Access Program is employed.

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 - 6.

Subject:	Academic Affairs: Inactivation of Heavy Equipment Operation (566B) (Heavy Equipment Operation – APPR) Apprenticeship Program
Meeting Date:	November 10, 2020

RECOMMENDATION: It is recommended that the District Board of Trustees approve the inactivation of the Heavy Equipment Operation (566B) (Heavy Equipment Operation – APPR) (856 clock hours) Apprenticeship program, effective at the end of Spring Term 2021.

BACKGROUND: The Heavy Equipment Operation (566B) (Heavy Equipment Operation – APPR) (856 clock hours) Apprenticeship 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 Summer Term 2021 per SACSCOC guidelines.

Originally created as a single program of study number in order to assign to students who were working with local businesses and trade organizations a placeholder for apprenticeship completion, the curriculum content was never offered in a traditional program format such as an Associate in Science degree or an embedded Technical Certificate.

Following a comprehensive program review, it was determined that there has been no student enrollment within the past three academic years (2017-18, 2018-19 and 2019-20). There are currently no faculty members assigned to the program and the program is not eligible for financial aid.

Further, in October 2015, the U.S. Department of Labor awarded the College a \$5 Million Florida Apprenticeship Grant in partnership with St. Petersburg College and Broward College to enhance individual job skills and to close the employment gap specifically faced by Manufacturing, Information Technology, Healthcare and Construction/Trades industries across Florida. Students interested in an apprenticeship option may do so under this grant program, which promotes growth and expansion of quality, sustainable and innovative apprenticeship opportunities.

RATIONALE: There are no students currently enrolled in the program being inactivated; therefore, notification was not required. As part of the College’s curricular inventory, all courses within the existing program will be inactivated beginning in the Summer Term 2021 as well. Neither full-time faculty nor other programs will be adversely affected.

FISCAL NOTES: No fiscal impact is anticipated.

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

AGENDA ITEM NO. A - 7.

Subject:	Academic Affairs: Inactivation of Jax Heat and Frost (564A) (Commercial and Industrial Insulation – APPR) Apprenticeship Program
Meeting Date:	November 10, 2020

RECOMMENDATION: It is recommended that the District Board of Trustees approve the inactivation of the Jax Heat and Frost (564A) (Commercial and Industrial Insulation – APPR) (660 clock hours) Apprenticeship program, effective at the end of Spring Term 2021.

BACKGROUND: The Jax Heat and Frost (564A) (Commercial and Industrial Insulation – APPR) (660 clock hours) Apprenticeship 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 Summer Term 2021 per SACSCOC guidelines.

Originally created as a single program of study number in order to assign to students who were working with local businesses and trade organizations a placeholder for apprenticeship completion, the curriculum content was never offered in a traditional program format such as an Associate in Science degree or an embedded Technical Certificate.

Following a comprehensive program review, it was determined that there has been no student enrollment within the past three academic years (2017-18, 2018-19 and 2019-20). There are currently no faculty members assigned to the program and the program is not eligible for financial aid.

Further, in October 2015, the U.S. Department of Labor awarded the College a \$5 Million Florida Apprenticeship Grant in partnership with St. Petersburg College and Broward College to enhance individual job skills and to close the employment gap specifically faced by Manufacturing, Information Technology, Healthcare and Construction/Trades industries across Florida. Students interested in an apprenticeship option may do so under this grant program, which promotes growth and expansion of quality, sustainable and innovative apprenticeship opportunities.

RATIONALE: There are no students currently enrolled in the program being inactivated; therefore, notification was not required. As part of the College’s curricular inventory, all courses within the existing program will be inactivated beginning in the Summer Term 2021 as well. Neither full-time faculty nor other programs will be adversely affected.

FISCAL NOTES: No fiscal impact is anticipated.

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

AGENDA ITEM NO. A - 8.

Subject:	Academic Affairs: Inactivation of NEFB Electrical (565E) (Electrician APPR) Apprenticeship Program
Meeting Date:	November 10, 2020

RECOMMENDATION: It is recommended that the District Board of Trustees approve the inactivation of the NEFB Electrical (565E) (Electrician APPR) (676 clock hours) Apprenticeship program, effective at the end of Spring Term 2021.

BACKGROUND: The NEFB Electrical (565E) (Electrician APPR) (676 clock hours) Apprenticeship 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 Summer Term 2021 per SACSCOC guidelines.

Originally created as a single program of study number in order to assign to students who were working with local businesses and trade organizations a placeholder for apprenticeship completion, the curriculum content was never offered in a traditional program format such as an Associate in Science degree or an embedded Technical Certificate.

Following a comprehensive program review, it was determined that there has been no student enrollment within the past three academic years (2017-18, 2018-19 and 2019-20). There are currently no faculty members assigned to the program and the program is not eligible for financial aid.

Further, in October 2015, the U.S. Department of Labor awarded the College a \$5 Million Florida Apprenticeship Grant in partnership with St. Petersburg College and Broward College to enhance individual job skills and to close the employment gap specifically faced by Manufacturing, Information Technology, Healthcare and Construction/Trades industries across Florida. Students interested in an apprenticeship option may do so under this grant program, which promotes growth and expansion of quality, sustainable and innovative apprenticeship opportunities.

RATIONALE: There are no students currently enrolled in the program being inactivated; therefore, notification was not required. As part of the College's curricular inventory, all courses within the existing program will be inactivated beginning in the Summer Term 2021 as well. Neither full-time faculty nor other programs will be adversely affected.

FISCAL NOTES: No fiscal impact is anticipated.

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

AGENDA ITEM NO. A - 9.

Subject:	Academic Affairs: Inactivation of NEFB Heating and Air Conditioning (560H) (Air Conditioning, Refrigeration and Heating Technology (PS) – APPR) Apprenticeship Program
Meeting Date:	November 10, 2020

RECOMMENDATION: It is recommended that the District Board of Trustees approve the inactivation of the NEFB Heating and Air Conditioning (560H) (Air Conditioning, Refrigeration and Heating Technology (PS) – APPR) (676 clock hours) Apprenticeship program, effective at the end of Spring Term 2021.

BACKGROUND: The NEFB Heating and Air Conditioning (560H) (Air Conditioning, Refrigeration and Heating Technology (PS) – APPR) (676 clock hours) Apprenticeship 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 Summer Term 2021 per SACSCOC guidelines.

Originally created as a single program of study number in order to assign to students who were working with local businesses and trade organizations a placeholder for apprenticeship completion, the curriculum content was never offered in a traditional program format such as an Associate in Science degree or an embedded Technical Certificate.

Following a comprehensive program review, it was determined that there has been no student enrollment within the past three academic years (2017-18, 2018-19 and 2019-20). There are currently no faculty members assigned to the program and the program is not eligible for financial aid.

Further, in October 2015, the U.S. Department of Labor awarded the College a \$5 Million Florida Apprenticeship Grant in partnership with St. Petersburg College and Broward College to enhance individual job skills and to close the employment gap specifically faced by Manufacturing, Information Technology, Healthcare and Construction/Trades industries across Florida. Students interested in an apprenticeship option may do so under this grant program, which promotes growth and expansion of quality, sustainable and innovative apprenticeship opportunities.

RATIONALE: There are no students currently enrolled in the program being inactivated; therefore, notification was not required. As part of the College's curricular inventory, all courses within the existing program will be inactivated beginning in the Summer Term 2021 as well. Neither full-time faculty nor other programs will be adversely affected.

FISCAL NOTES: No fiscal impact is anticipated.

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

AGENDA ITEM NO. A -10.

Subject:	Academic Affairs: Inactivation of NEFB Plumbing (565P) (Plumbing Technology) Apprenticeship Program
Meeting Date:	November 10, 2020

RECOMMENDATION: It is recommended that the District Board of Trustees approve the inactivation of the NEFB Plumbing (565P) (Plumbing Technology) (676 clock hours) Apprenticeship program, effective at the end of Spring Term 2021.

BACKGROUND: The NEFB Plumbing (565P) (Plumbing Technology) (676 clock hours) Apprenticeship 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 Summer Term 2021 per SACSCOC guidelines.

Originally created as a single program of study number in order to assign to students who were working with local businesses and trade organizations a placeholder for apprenticeship completion, the curriculum content was never offered in a traditional program format such as an Associate in Science degree or an embedded Technical Certificate.

Following a comprehensive program review, it was determined that there has been no student enrollment within the past three academic years (2017-18, 2018-19 and 2019-20). There are currently no faculty members assigned to the program and the program is not eligible for financial aid.

Further, in October 2015, the U.S. Department of Labor awarded the College a \$5 Million Florida Apprenticeship Grant in partnership with St. Petersburg College and Broward College to enhance individual job skills and to close the employment gap specifically faced by Manufacturing, Information Technology, Healthcare and Construction/Trades industries across Florida. Students interested in an apprenticeship option may do so under this grant program, which promotes growth and expansion of quality, sustainable and innovative apprenticeship opportunities.

RATIONALE: There are no students currently enrolled in the program being inactivated; therefore, notification was not required. As part of the College's curricular inventory, all courses within the existing program will be inactivated beginning in the Summer Term 2021 as well. Neither full-time faculty nor other programs will be adversely affected.

FISCAL NOTES: No fiscal impact is anticipated.

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

AGENDA ITEM NO. A -11.

Subject:	Academic Affairs: Inactivation of Structural Steel Work (566C) (Structural Steel Work – APPR) Apprenticeship Program
Meeting Date:	November 10, 2020

RECOMMENDATION: It is recommended that the District Board of Trustees approve the inactivation of the Structural Steel Work (566C) (Structural Steel Work – APPR) (800 clock hours) Apprenticeship program, effective at the end of Spring Term 2021.

BACKGROUND: The Structural Steel Work (566C) (Structural Steel Work – APPR) (800 clock hours) Apprenticeship 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 Summer Term 2021 per SACSCOC guidelines.

Originally created as a single program of study number in order to assign to students who were working with local businesses and trade organizations a placeholder for apprenticeship completion, the curriculum content was never offered in a traditional program format such as an Associate in Science degree or an embedded Technical Certificate.

Following a comprehensive program review, it was determined that there has been no student enrollment within the past three academic years (2017-18, 2018-19 and 2019-20). There are currently no faculty members assigned to the program and the program is not eligible for financial aid.

Further, in October 2015, the U.S. Department of Labor awarded the College a \$5 Million Florida Apprenticeship Grant in partnership with St. Petersburg College and Broward College to enhance individual job skills and to close the employment gap specifically faced by Manufacturing, Information Technology, Healthcare and Construction/Trades industries across Florida. Students interested in an apprenticeship option may do so under this grant program, which promotes growth and expansion of quality, sustainable and innovative apprenticeship opportunities.

RATIONALE: There are no students currently enrolled in the program being inactivated; therefore, notification was not required. As part of the College’s curricular inventory, all courses within the existing program will be inactivated beginning in the Summer Term 2021 as well. Neither full-time faculty nor other programs will be adversely affected.

FISCAL NOTES: No fiscal impact is anticipated.

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

AGENDA ITEM NO. A - 12.

Subject:	Academic Affairs: Inactivation of United Union Roofers (567A) (Carpentry – APPR) Apprenticeship Program
Meeting Date:	November 10, 2020

RECOMMENDATION: It is recommended that the District Board of Trustees approve the inactivation of the United Union Roofers (567A) (Carpentry – APPR) (480 clock hours) Apprenticeship program, effective at the end of Spring Term 2021.

BACKGROUND: The United Union Roofers (567A) (Carpentry – APPR) (480 clock hours) Apprenticeship 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 Summer Term 2021 per SACSCOC guidelines.

Originally created as a single program of study number in order to assign to students who were working with local businesses and trade organizations a placeholder for apprenticeship completion, the curriculum content was never offered in a traditional program format such as an Associate in Science degree or an embedded Technical Certificate.

Following a comprehensive program review, it was determined that there has been no student enrollment within the past three academic years (2017-18, 2018-19 and 2019-20). There are currently no faculty members assigned to the program and the program is not eligible for financial aid.

Further, in October 2015, the U.S. Department of Labor awarded the College a \$5 Million Florida Apprenticeship Grant in partnership with St. Petersburg College and Broward College to enhance individual job skills and to close the employment gap specifically faced by Manufacturing, Information Technology, Healthcare and Construction/Trades industries across Florida. Students interested in an apprenticeship option may do so under this grant program, which promotes growth and expansion of quality, sustainable and innovative apprenticeship opportunities.

RATIONALE: There are no students currently enrolled in the program being inactivated; therefore, notification was not required. As part of the College’s curricular inventory, all courses within the existing program will be inactivated beginning in the Summer Term 2021 as well. Neither full-time faculty nor other programs will be adversely affected.

FISCAL NOTES: No fiscal impact is anticipated.

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

AGENDA ITEM NO. A -13.

Subject:	Academic Affairs: Inactivation of Nursing Assistant (Articulated) Career Certificate Program
Meeting Date:	November 10, 2020

RECOMMENDATION: It is recommended that the District Board of Trustees approve the inactivation of the Nursing Assistant (Articulated) (165 clock hours) Career Certificate program, effective at the end of Summer Term 2021.

BACKGROUND: The Nursing Assistant (Articulated) (165 clock hours) Career Certificate 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 2021 per SACSCOC guidelines.

Originally created as a program of study for students who were interested in obtaining Certified Nursing Assistant (CNA) licensure only, the coursework was simultaneously embedded into the Practical Nursing (LPN) Career Certificate program. Historically, students have expressed greater interest in enrolling in the Practical Nursing program, which enables them to earn both CNA and LPN licensures, than in the Nursing Assistant (Articulated) program, which prepares them for only the CNA licensure.

Following a comprehensive program review, it was determined that there has been no student enrollment within the past three academic years (2017-18, 2018-19 and 2019-20). There are currently no faculty members assigned to the program and the program is not eligible for financial aid.

Beginning in the Fall Term 2021, the College's Continuing Workforce Education (CWE) program will offer course options to serve as the official replacement to the Nursing Assistant (Articulated) Career Certificate program. Therefore, it has been determined to be in the best interest of students to inactivate the Nursing Assistant (Articulated) Career Certificate program

RATIONALE: Although there are no students currently enrolled in the program being inactivated, past term students have been notified by letter and email correspondence. 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 2021. However, the Basic Healthcare Worker course will remain active as part of the College's clock-hour course inventory. Students who are unable to complete their coursework by this time will be provided with the opportunity to enroll in the College's CWE replacement course options. Neither full-time faculty nor other programs will be adversely affected.

FISCAL NOTES: No fiscal impact is anticipated.

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

AGENDA ITEM NO. A - 14.

Subject:	Academic Affairs: Inactivation of Massage Therapy Career Certificate Program
Meeting Date:	November 10, 2020

RECOMMENDATION: It is recommended that the District Board of Trustees approve the inactivation of the Massage Therapy (750 clock hours) Career Certificate program, effective at the end of Summer Term 2021.

BACKGROUND: The Massage Therapy (750 clock hours) Career Certificate 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 2021 per SACSCOC guidelines.

Originally created as a program of study for students who were interested in obtaining Massage Therapy licensure, total program enrollment has experienced a significant decline over the past few years. Because of the COVID-19 pandemic, student enrollment has ceased altogether.

Following a comprehensive program review, it was determined that there has been a total of nineteen (19) student enrollments within the past three academic years [2017-18 (6), 2018-19 (13) and 2019-20 (0)]. There are currently no faculty members assigned to the program and the program is eligible for financial aid.

Beginning in the Fall Term 2021, the College's Continuing Workforce Education (CWE) program will offer course options to serve as the official replacement to the Massage Therapy Career Certificate program. Therefore, it has been determined to be in the best interest of students to inactivate the Massage Therapy Career Certificate program.

RATIONALE: There are no students currently enrolled in the program being inactivated; however, past term students have been notified by letter and email correspondence. 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 2021. Students who are unable to complete their coursework by this time will be provided with the opportunity to enroll in the College's CWE replacement course options. Neither full-time faculty nor other programs will be adversely affected.

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:	November 10, 2020

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 November 10, 2020**

Faculty Full-Time Appointments

Hilgenberg	Gerald	Professor of Computer Technology
McGuire	Patrick	Professor of Economics
Strickland	Amber	Librarian
Taylor	Laurie	Professor of Interior Design

A&P Full-Time Appointments

		<u>Job Title</u>
Acevedo	Karen	Assessment Coordinator
Ciardulli	Lisa	Accreditation Coordinator
Groff	Shannon	Instructional Program Manager
Larson	Lynn	Program Manager
Vemula	Balaji R Sundeep	System Analyst - Integration and IHUB
Waddill	Stephen	Engineer V - Network
Whipple	Inez	E-Learning Instructional Designer

Career Full-Time Appointments

		<u>Job Title</u>
Boulware	Kurtson	Student Engagement Advisor II
Bridges	Angel	Plant Service Worker
Davis	Ronnie	Security Officer II
Dilly	Edward	Integrated Systems Specialist
Dunwoody	Kermit	Security Officer I
Flores	Marvin	Integrated Systems Specialist
Gaines	Mark	Integrated Systems Specialist
Garic	Ivana	Administrative Specialist - Student Success
Gilmore	Ina	Student Records Specialist
Harrington	Samyra	Bachelor Program Advisor
Holmes	Virginia	Integrated Systems Specialist
Johns	Karen	Program Coordinator
Joseph	Tyler	Coordinator of Student Conduct
LePage	Bryan	Tradesworker II
Mack	Frank	Integrated Systems Specialist
McLain	Shirley	Armed Security Officer
Moore	Catherine	Human Resources Coordinator
Motzny	Cynthia	Academic Department Coordinator
Nance	Brandon	Senior Plant Ser Worker
Otero Velez	Abraham	Financial Aid Advisor II
Reid-Williams	Vanessa	Academic and Career Advisor
Reine	Lisa	Research and Reporting Project Coordinator
Rhoden	Russell	Security Officer I
Rodriguez-Rodriguez	Christopher	Retention Specialist
Sevigny	Tyler	Project Coordinator
Still-Richardson	Ethel	Interim Case Manager/Career Specialist
Sukalo	Peter	Academic and Career Advisor
Townsend	Thomas	Integrated Systems Specialist
Vandiver	William	Senior Security Officer
Vazquez	Martha	Plant Service Worker
Williams	Natasha	Administrative Specialist

Career Part-Time Appointments

		<u>Job Title</u>
Gardner	David	Resident Director
Kague	Adjovi	Project Coordinator
Miller	Glenn	Law Enforcement Training Coordinator

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

INFORMATION ITEM I – B.

Subject:	Purchasing: Purchase Orders Over \$195,000
Meeting Date:	November 10, 2020

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
PO00010783	\$205,300	SHI International Corp.	One Login Annual Subscription Renewal with Adaptive Authentication period 6/28/20-6/27/21.	Purchase Authority: SBE 6A-14.0734 & Board Rule 6Hx7-5.1; FL SC #432-300-00-15-01
PO00010828	\$337,500	ERP Analysts, Inc.	ERP managed services and transition fee.	Purchase Authority: SBE 6A-14.0734 & Board Rule 6Hx7-5.1; TRP #53AFD - Valencia College; Alabama State University Cooperative Agreement ITB 1966-2015; FSCJ Contract 2018-04

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.

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 \$542,800.

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

202100252

INFORMATION ITEM I – C.

Subject:	Finance: 2019-20 Annual Financial Report
Meeting Date:	November 10, 2020

INFORMATION: The 2019-20 Annual Financial Report (AFR) is presented to the District Board of Trustees for information.

BACKGROUND: Florida Statute 1010.02, Financial Accounting Expenditures, provides that all funds accruing to a state college be received, accounted for, and expended in accordance with State Board of Education Administrative Rules, and shall be presented to the District Board of Trustees on an annual basis. The report consists of three basic financial statements: the Statement of Net Position; the Statement of Revenues, Expenses, and Changes in Net Position; and the Statement of Cash Flows and related notes.

REPRODUCTIONS: Copies of the AFR will be made available to members of the general public upon request.

RATIONALE: State Board of Education Rule 6A-14.0261 and 6A-14.072 provides authority and direction for the annual submission of the AFR to the Department of Education.

FISCAL NOTES:

The College's assets totaled \$299.8 million at June 30, 2020. This balance reflects a decrease of \$7.6 million, or 2.5 percent decrease in assets as compared to the 2018-19 fiscal year total of \$307.5 million. Cash and cash equivalents increased \$11.7 million while investments decreased \$11.6 million as operating reserves were moved from short term investments to the Florida PRIME account which is recorded as cash rather than an investment. Increases in restricted investments offset decreases in accounts receivable for only a total negative change of \$381 thousand in current assets. Noncurrent assets declined by \$7.2 million primarily due to depreciation. Deferred outflows decreased by \$3.1 million and deferred inflows decreased by \$1.3 million. As a result, the College's net position decreased by \$13.3 million, resulting in a final net position of \$185.7 million.

The College's operating revenues totaled \$38.1 million for the 2019-20 fiscal year, a \$2.8 million or 7.0 percent decrease over the 2018-19 fiscal year. Operating expenses totaled \$204.4 million for the 2019-20 fiscal year, representing an increase of 3.1 percent as compared to the 2018-19 fiscal year.

Net position represents the residual interest in the College's assets and deferred outflows of resources after deducting liabilities and deferred inflows of resources. The College reported a negative unrestricted fund balance of \$51.3 million for the 2019-20 fiscal year as a result of recording long term liabilities that will be financed and paid from future unrestricted appropriations.

MANAGEMENT'S DISCUSSION AND ANALYSIS

The management's discussion and analysis (MD&A) provides an overview of the financial position and activities of the College for the fiscal year ended June 30, 2020, and should be read in conjunction with the financial statements and notes. The MD&A, and financial statements and notes are the responsibility of College management. The MD&A contains financial activity of the College for the fiscal years ended June 30, 2020, and June 30, 2019, and its component unit the Florida State College at Jacksonville Foundation, Inc., for the fiscal periods ended September 30, 2019 and September 30, 2018.

FINANCIAL HIGHLIGHTS

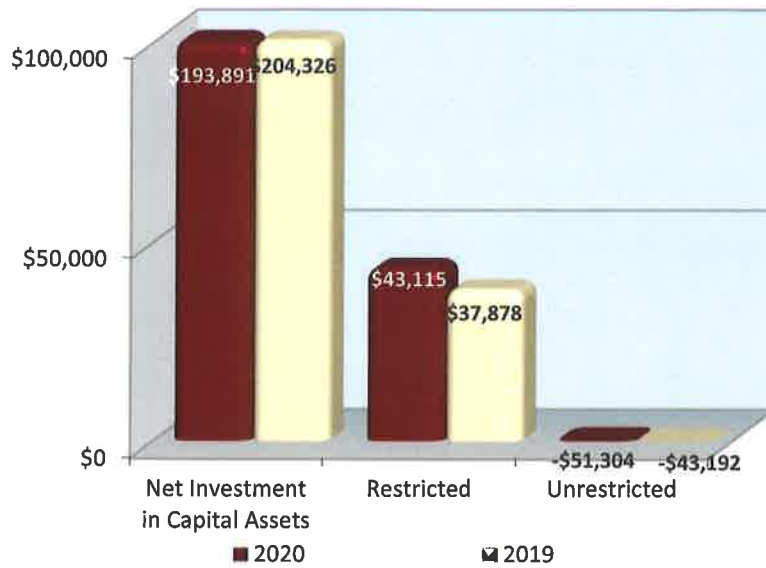
The College's assets totaled \$299.8 million at June 30, 2020. This balance reflects a decrease of \$7.6 million, or 2.5 percent decrease in assets as compared to the 2018-19 fiscal year total of \$307.5 million. Cash and cash equivalents increased \$11.7 million while investments decreased \$11.6 million as operating reserves were moved from short term investments to the Florida PRIME account which is recorded as cash rather than an investment. Increases in restricted investments offset decreases in accounts receivable for only a total negative change of \$381 thousand in current assets. Noncurrent assets declined by \$7.2 million primarily due to depreciation. Deferred outflows decreased by \$3.1 million and deferred inflows decreased by \$1.3 million. As a result, the College's net position decreased by \$13.3 million, resulting in a final net position of \$185.7 million.

The College's operating revenues totaled \$38.1 million for the 2019-20 fiscal year, a \$2.8 million or 7.0 percent decrease over the 2018-19 fiscal year. Operating expenses totaled \$204.4 million for the 2019-20 fiscal year, representing an increase of 3.1 percent as compared to the 2018-19 fiscal year.

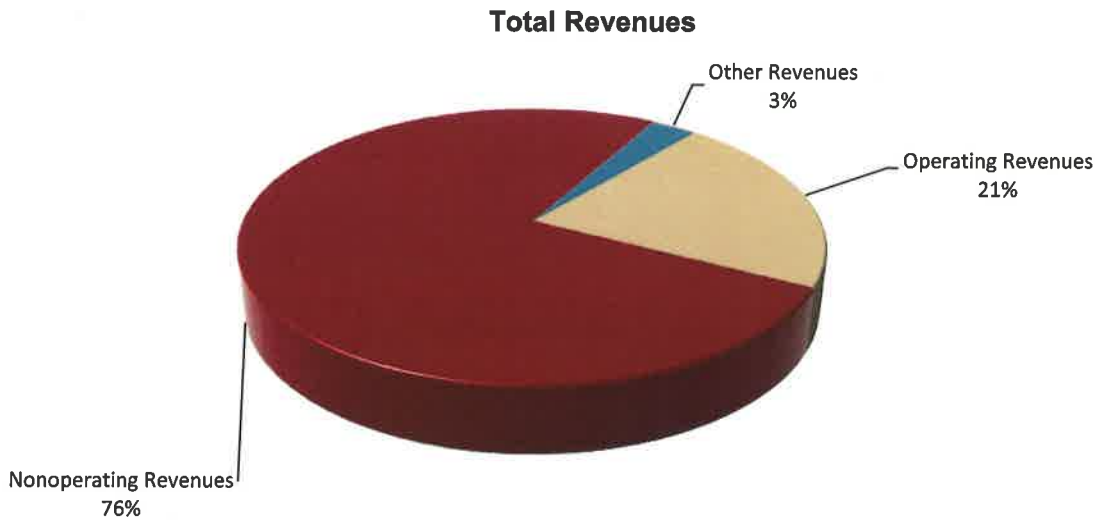
Net position represents the residual interest in the College's assets and deferred outflows of resources after deducting liabilities and deferred inflows of resources. The College reported a negative unrestricted fund balance of \$51.3 million for the 2019-20 fiscal year as a result of recording long term liabilities that will be financed and paid from future unrestricted appropriations.

The College's comparative total net position by category for the fiscal years ended June 30, 2020, and June 30, 2019, is shown in the following graph:

Net Position
(In Thousands)



The following chart provides a graphical presentation of College revenues by category for the 2019-20 fiscal year:



OVERVIEW OF FINANCIAL STATEMENTS

Pursuant to GASB Statement No. 35, the College’s financial report consists of three basic financial statements: the statement of net position; the statement of revenues, expenses, and changes in net position; and the statement of cash flows. These financial statements, and notes provide information on the College as a whole, present a long-term view of the College’s finances, and include activities for the following entities:

- Florida State College at Jacksonville (Primary Institution) – Most of the programs and services generally associated with a college fall into this category, including instruction, public service, and support services.
- Florida State College Foundation, Inc. (Component Unit) – The Foundation is a direct-support organization of the College with the mission of raising funds to support academic programs and student scholarships. Although legally separate, this component unit is important because the College is financially accountable for it, as the College reports its financial activities to the State of Florida. The Foundation reports under GASB standards and its management discussion analysis can be found in its separately issued report.

The Statement of Net Position

The statement of net position reflects the assets, deferred outflows of resources, liabilities, and deferred inflows of resources of the College, using the accrual basis of accounting, and presents the financial position of the College at a specified time. Assets, plus deferred outflows of resources, less liabilities, less deferred inflows of resources, equals net position, which is one indicator of the College’s current financial condition. The changes in net position that occur over time indicate improvement or deterioration in the College’s financial condition.

The following summarizes the College’s assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position at June 30:

Condensed Statement of Net Position at June 30
(In Thousands)

	2020	2019
Assets		
Current Assets	\$ 45,867	\$ 46,248
Capital Assets, Net	214,047	223,915
Other Noncurrent Assets	39,969	37,342
Total Assets	\$ 299,883	\$ 307,505
Deferred Outflows of Resources	\$ 24,183	\$ 27,262
Liabilities		
Current Liabilities	\$ 29,149	\$ 30,831
Noncurrent Liabilities	98,936	93,332
Total Liabilities	\$ 128,085	\$ 124,163
Deferred Inflows of Resources	\$ 10,278	\$ 11,592
Net Position		
Net Investment in Capital Assets	\$ 193,891	\$ 204,326
Restricted	43,115	37,878
Unrestricted	(51,304)	(43,192)
Total Net Position	\$ 185,702	\$ 199,012

Total assets decreased \$7,622 thousand or 2.5 percent. Deferred outflows and deferred inflows decreased \$3,079 and \$1,314 respectively. The deferred outflows and deferred inflows were related to

the College's net pension and OPEB liabilities. Total liabilities increased \$3,922 thousand primarily due to an increase in the pension liabilities. The College's ending net position ended down \$13,310 thousand or 6.7 percent.

The Statement of Revenues, Expenses, and Changes in Net Position

The statement of revenues, expenses, and changes in net position presents the College's revenue and expense activity, categorized as operating and nonoperating. Revenues and expenses are recognized when earned or incurred, regardless of when cash is received or paid.

The following summarizes the College's activity for the 2019-20 and 2018-19 fiscal years:

**Condensed Statement of Revenues, Expenses, and Changes in Net Position
For the Fiscal Years
(In Thousands)**

	College	
	2019-20	2018-19
Operating Revenues	\$ 40,976	\$ 44,761
Less, Operating Expenses	204,375	198,153
Operating Income (Loss)	(163,399)	(153,392)
Net Nonoperating Revenues (Expenses)	144,213	136,722
Income (Loss) Before Other Revenues, Expenses, Gains, or Losses	(19,186)	(16,670)
Other Revenues	5,876	8,337
Net Increase (Decrease) In Net Position	(13,310)	(8,333)
Net Position, Beginning of Year, as Restated	199,012	207,345
Net Position, End of Year	\$ 185,702	\$ 199,012

Operating Revenues

GASB Statement No. 35 categorizes revenues as either operating or nonoperating. Operating revenues generally result from exchange transactions where each of the parties to the transaction either gives or receives something of equal or similar value.

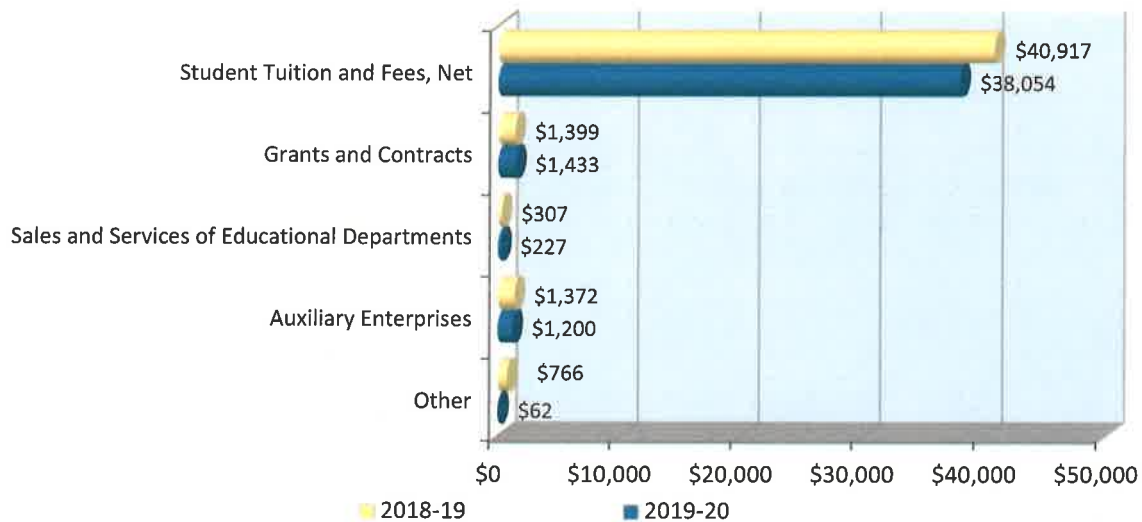
The following summarizes the operating revenues by source that were used to fund operating activities for the 2019-20 and 2018-19 fiscal years:

**Operating Revenues
For the Fiscal Years
(In Thousands)**

	College	
	2019-20	2018-19
Student Tuition and Fees, Net	\$ 38,054	\$ 40,917
Grants and Contracts	1,433	1,399
Sales and Services of Educational Departments	227	307
Auxiliary Enterprises	1,200	1,372
Other	62	766
Total Operating Revenues	\$ 40,976	\$ 44,761

The following chart presents the College’s operating revenues for the 2019-20 and 2018-19 fiscal years:

**Operating Revenues
(In Thousands)**



College operating revenue changes were the result of the following factors:

- Net student tuition and fees decreased \$2,863 thousand after the scholarship allowance for an 7.0% decrease. The amount of reported tuition and fees is reduced by the scholarship allowance, the amount of tuition and fees paid by scholarships. As demonstrated in the table below actual tuition and fees decreased \$2.1 million while the amount of scholarships paid to cover institutional charges increased by \$796 thousand.

Fiscal Year	Tuition Charged	Scholarship Allowance	Net Tuition
2019-20	\$ 54,458,842	\$ 16,404,993	\$ 38,053,849
2018-19	56,525,276	15,608,775	40,916,501
	\$ (2,066,435)	\$ 796,218	\$ (2,862,653)

- Grants and contracts classified as operating increased by \$34 thousand while non-operating grants and contracts increased \$1,256 thousand or 11.5%.
- Sales and services of educational departments and auxiliary revenues were down \$80 thousand and \$172 thousand as activity levels were down from March thru year end as the local area was economically depressed by the Corona virus lockdowns.
- Other revenues were down \$704 thousand primarily due to one-time revenue corrections that occurred in the prior year that did not recur.

Operating Expenses

Expenses are categorized as operating or nonoperating. The majority of the College’s expenses are operating expenses as defined by GASB Statement No. 35. GASB gives financial reporting entities the choice of reporting operating expenses in the functional or natural classifications. The College has chosen to report the expenses in their natural classification on the statement of revenues, expenses, and changes in net position and has displayed the functional classification in the notes to financial statements.

The following summarizes operating expenses by natural classification for the 2019-2020 and 2018-19 fiscal years:

Operating Expenses

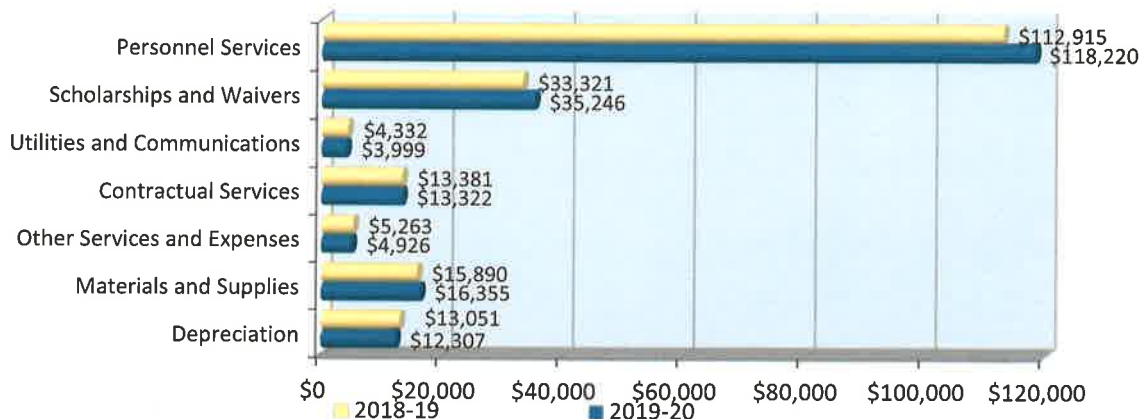
(In Thousands)

	2019-20	2018-19
Personnel Services	\$ 118,220	\$ 112,915
Scholarships and Waivers	35,246	33,321
Utilities and Communications	3,999	4,332
Contractual Services	13,322	13,381
Other Services and Expenses	4,926	5,263
Materials and Supplies	16,355	15,890
Depreciation	12,307	13,051
Total Operating Expenses	\$ 204,375	\$ 198,153

The following chart presents the College’s operating expenses for the 2019-20 and 2018-19 fiscal years:

Operating Expenses

(In Thousands)



College operating expense changes were the result of the following factors:

- There was a 4.7 percent change or \$5,305 thousand increase to salaries and benefits as compared to the previous fiscal year. There was a 3% across the board raise to eligible employees as of July 2019 and there were increases to employer paid benefits.
- Net scholarships and waivers increased by \$1,925 thousand. The amount presented for scholarships and waivers is reduced by the amount of scholarships that paid College charges, aka, the scholarship allowance. As such, the College actually awarded \$2,722 thousand more in scholarships in 2019-20 as compared to the \$48.9 million in scholarships it awarded in the 2018-19 fiscal year.

Fiscal Year	Scholarships and Waivers	Scholarship Allowance	Net Scholarship and Waivers
2019-20	\$ 51,651,437	\$ 16,404,993	\$ 35,246,444
2018-19	\$ 48,929,485	\$ 15,608,775	\$ 33,320,710
	\$ 2,721,952	\$ 796,218	\$ 1,925,734

- Utilities and communications decreased \$333 thousand due to less consumption of energy due to energy savings equipment being installed and less activity from March thru June 30, 2020 as the College was primarily working and learning in a remote environment due to the corona virus.
- Contractual services decreased \$77 thousand while other services and expenses decreased \$188 thousand as activity in these were affected by the COVID-19 pandemic as travel and repairs and maintenance of plant were at very low activity levels.
- Depreciation charges decreased \$744 thousand as some assets became fully depreciated in the prior year.

Nonoperating Revenues and Expenses

Certain revenue sources that the College relies on to provide funding for operations, including State noncapital appropriations, Federal and State student financial aid, certain gifts and grants, and investment income are defined by GASB as nonoperating. Nonoperating expenses include capital financing costs and other costs related to capital assets. The following summarizes the College’s nonoperating revenues and expenses for the 2019-20 and 2018-19 fiscal years:

Nonoperating Revenues (Expenses)		
(In Thousands)		
	<u>2019-20</u>	<u>2018-19</u>
State Noncapital Appropriations	\$ 79,374	\$ 78,836
Federal and State Student Financial Aid	51,074	45,464
Gifts and Grants	12,190	10,934
Investment Income	1,330	1,332
Net Gain (Loss) on Investments	927	889
Other Nonoperating Revenues	14	16
Loss on Disposal of Capital Assets	(81)	-
Interest on Capital Asset-Related Debt	(614)	(748)
Net Nonoperating Revenues	<u>\$ 144,214</u>	<u>\$ 136,723</u>

State noncapital appropriations were up \$538 thousand primarily due to an increase in the College’s appropriation. Federal and state student financial aid was up \$5,610 thousand or 12.3%. Part of this increase is related to Federal CARES funds for students. Nonoperating gifts and grants increased \$1,256 thousand with the addition of the CARES stimulus grant for institutional needs. Investment income and the net gain on investments remained fairly consistent in both the current and the prior year. The loss on the disposal of capital assets totaled \$81 thousand and was the result of old equipment being traded in on more advanced equipment.

Other Revenues

This category is composed of State capital appropriations and capital grants, contracts, gifts, and fees. The following summarizes the College’s other revenues, expenses, gains, or losses for the 2019-20 and 2018-19 fiscal years:

Other Revenues, Expenses, Gains, or Losses

(In Thousands)

	<u>2019-20</u>	<u>2018-19</u>
State Capital Appropriations	\$ 1,112	\$ 3,749
Capital Grants, Contracts, Gifts, and Fees	4,764	4,588
Total	<u>\$ 5,876</u>	<u>\$ 8,337</u>

State capital appropriations decreased \$2,637 thousand due to decreases of the Public Education Capital Outlay appropriations to the College. Capital grants, contracts, gifts and fees increased \$176 thousand as amounts of grants and contracts were up.

The Statement of Cash Flows

The statement of cash flows provides information about the College’s financial results by reporting the major sources and uses of cash and cash equivalents. This statement will assist in evaluating the College’s ability to generate net cash flows, its ability to meet its financial obligations as they come due, and its need for external financing. Cash flows from operating activities show the net cash used by the operating activities of the College. Cash flows from capital financing activities include all plant funds and related long-term debt activities. Cash flows from investing activities show the net source and use of cash related to purchasing or selling investments, and earning income on those investments. Cash flows from noncapital financing activities include those activities not covered in other sections.

The following summarizes the College’s cash flows for the 2019-20 and 2018-19 fiscal years:

Condensed Statement of Cash Flows
(In Thousands)

	2019-20	2018-19
Cash Provided (Used) by:		
Operating Activities	\$ (142,602)	\$ (131,203)
Noncapital Financing Activities	142,630	137,816
Capital and Related Financing Activities	(94)	(2,277)
Investing Activities	4,816	5,435
Net Increase (Decrease) in Cash and Cash Equivalents	4,750	9,771
Cash and Cash Equivalents, Beginning of Year	30,822	21,051
Cash and Cash Equivalents, End of Year	\$ 35,572	\$ 30,822

Major sources of funds came from State capital appropriations (\$79.4 million); federal and state student aid (\$51.0 million), net student tuition and fees (\$39.2 million); noncapital gifts and grants received (for other than endowed purposes) (\$12.2 million), and proceeds from the sales and maturities of investments (\$36.6 million). Major uses of funds were payments for employee salaries and benefits (\$111.9 million), payments to suppliers (\$35.6 million), payments for scholarships (\$35.3 million), and payments for purchase of investments (\$34.4 million).

The College's overall cash and cash equivalents increased \$4.75 million, or 15.4 percent, as compared to the prior fiscal year. Changes in cash and cash equivalents were the result of the following factors:

- Operating activities used \$11.4 million more in cash as compared to the prior year. The primary cause of this was a decrease in tuition and fees charged and collected and additional compensation expenses for employees.
- Noncapital financing activities provided \$4.8 million more cash as compared to the prior fiscal year. The increase was primarily the result of increased federal and state student aid of \$5.3 million, increased non-capital gifts and grants of \$1.25 million, and changes in receivables related to the Federal Direct loan program.
- Capital and related financing activity used \$2.2 million less in cash in comparison to the prior year. Work on the Guaranteed Energy Savings Project is concluding so most of the cash borrowed for the project has been utilized. Additionally, state capital appropriations were not received so maintenance and repair activities were limited.
- Investing activities provided \$619 thousand less in cash. This was the result of lower investment income in the current year in comparison to the prior year.

**CAPITAL ASSETS, CAPITAL EXPENSES AND COMMITMENTS,
AND DEBT ADMINISTRATION**

Capital Assets

At June 30, 2020, the College had \$426.6 million in capital assets, less accumulated depreciation of \$212.6 million, for net capital assets of \$179.5 million. Depreciation charges for the current fiscal year totaled \$12.3 million. The following table summarizes the College’s capital assets, net of accumulated depreciation, at June 30:

Capital Assets, Net at June 30

(In Thousands)

	2020	2019
Land	\$ 12,000	\$ 12,000
Capitalized Collections	89	89
Computer Software	16,470	18,736
Construction in Progress	19,617	20,114
Buildings	159,768	167,085
Other Structures and Improvements	2,534	1,651
Furniture, Machinery, and Equipment	3,569	4,240
Capital Assets, Net	\$ 214,047	\$ 226,543

State appropriations together with local funds are expected to finance the construction, maintenance, renovation, and remodeling of facilities. Additional information about the College’s capital assets is presented in the notes to the financial statements.

Capital Expenses and Commitments

Major capital expenses through June 30, 2020, were incurred for energy management facility upgrade projects pursuant to two capital leases. The College’s construction commitment at June 30, 2020 on the energy upgrades was \$20.8 million on a project with \$19.6 million completed to date. Additional information about the College’s contractual commitments are presented in the notes to financial statements.

Debt Administration

As of June 30, 2020, the College had paid off its bonds payable in their entirety. In addition, the College owed \$18.9 million after making a net principal payment of \$642 thousand during the year on the two capital leases related to the Guaranteed Energy Savings project. The long-term capital leases will be repaid with operational savings from the energy savings. Additional information related to the bonds payable and the capital leases can be found in the notes to the financial statements.

ECONOMIC FACTORS THAT WILL AFFECT THE FUTURE

The College's economic condition is closely tied to that of the State of Florida. Because of negative economic growth linked to the COVID-19 pandemic and increased demand for State resources, the Governor has authorized a 6 percent holdback of general appropriations to allow for review and potential reduction of non-essential state services and programs in the 2020-21 fiscal year. The College has remained open through the pandemic but has shifted the majority of operations to online with limited socially distanced classroom instruction. While the College maintains significant financial resources to offset the potential revenue loss, it will also be adjusting current year budgets in planning for future fiscal years. The College expects to have a lower revenue base in 2021-22, and budget changes are planned accordingly to maintain a secure financial position.

REQUESTS FOR INFORMATION

Questions concerning information provided in the MD&A or other required supplementary information and financial statements and notes thereto, or requests for additional financial information should be addressed to the Associate Vice President of Finance, Florida State College at Jacksonville, 501 West State Street, Jacksonville, Florida 32202.

BASIC FINANCIAL STATEMENTS

**Florida State College at Jacksonville
A Component Unit of the State of Florida
Statement of Net Position**

June 30, 2020

	College	Component Unit
ASSETS		
Current Assets:		
Cash and Cash Equivalents	\$ 22,226,049	\$ 1,406,077
Restricted Cash and Cash Equivalents	13,157,878	-
Investments	-	-
Restricted Investments	1,377,134	-
Accounts Receivable, Net	4,641,429	-
Notes Receivable, Net	316,455	200,000
Due from Other Governmental Agencies, Net	1,695,077	-
Due from Component Unit, Net	-	-
Due from College	-	7,875,996
Inventories	13,368	-
Prepaid Expenses	2,439,309	419,438
Total Current Assets	\$ 45,866,699	\$ 9,901,511
Noncurrent Assets:		
Restricted Cash and Cash Equivalents	\$ 187,920	\$ -
Investments	8,134,495	55,242,999
Restricted Investments	31,632,216	-
Prepaid Expenses	14,671	-
Loans and Notes Receivable, Net	-	146,892
Depreciable Capital Assets, Net	179,513,551	-
Nondepreciable Capital Assets	34,533,833	23,675
Total Noncurrent Assets	\$ 254,016,686	\$ 55,413,566
TOTAL ASSETS	\$ 299,883,385	\$ 65,315,077
DEFERRED OUTFLOWS OF RESOURCES		
Deferred Amounts Related to Pensions	\$ 23,636,884	\$ -
Deferred Amount Related to OPEB	545,684	-
TOTAL DEFERRED OUTFLOWS OF RESOURCES	\$ 24,182,568	\$ -
LIABILITIES		
Current Liabilities:		
Accounts Payable	\$ 3,861,433	\$ -
Salary and Payroll Taxes Payable	6,967,131	-
Retainage Payable	1,665,656	-
Due to College	550,061	572,001
Unearned Revenue	2,086,089	8,070,047
Estimated Insurance Claims Payable	187,766	-
Deposits Held for Others	8,000,694	88,463
Long-Term Liabilities - Current Portion:		
Capital Lease Payable	1,377,134	-
Special Termination Benefits Payable	8,583	-
Compensated Absences Payable	3,964,862	-
OPEB Liability	106,855	-
HIS Net Pension Liability	372,896	-
Total Current Liabilities	\$ 29,149,160	\$ 8,730,511

The accompanying notes to financial statements are an integral part of this statement.

**Florida State College at Jacksonville
A Component Unit of the State of Florida
Statement of Net Position (Continued)**

June 30, 2020

	College	Component Unit(s)
LIABILITIES (Continued)		
Noncurrent Liabilities:		
Capital Lease Payable	\$ 17,482,477	\$ -
Special Termination Benefits Payable	77,248	-
Compensated Absences Payable	11,418,040	-
Other Postemployment Benefits Payable	2,360,552	-
Net Pension Liability	67,597,422	-
Total Noncurrent Liabilities	\$ 98,935,739	\$ -
TOTAL LIABILITIES	\$ 128,320,361	\$ 8,730,511
DEFERRED INFLOWS OF RESOURCES		
Deferred Amounts Related to Pensions	\$ 10,131,020	\$ -
Deferred Inflows - OPEB	147,443	-
TOTAL DEFERRED INFLOWS OF RESOURCES	\$ 10,278,463	\$ -
NET POSITION		
Net Investment in Capital Assets	\$ 193,891,309	\$ -
Restricted:		
Nonexpendable:		
Endowment	-	25,865,924
Expendable:		
Endowment	-	2,049,693
Grants and Loans	8,290,471	-
Scholarships	809,813	-
Capital Projects	32,637,878	-
Debt Service	1,377,134	-
Other	-	-
Unrestricted	(51,304,014)	28,668,949
TOTAL NET POSITION	\$ 185,702,591	\$ 56,584,566

The accompanying notes to financial statements are an integral part of this statement.

Florida State College at Jacksonville
A Component Unit of the State of Florida
Statement of Revenues, Expenses, and Changes in Net Position
For the Fiscal Year Ended June 30, 2020

	College	Component Unit(s)
REVENUES		
Operating Revenues:		
Student Tuition and Fees, Net of Scholarship Allowances of \$16,404,993	\$ 38,053,849	\$ -
Federal Grants and Contracts	-	-
State and Local Grants and Contracts	1,257,950	-
Nongovernmental Grants and Contracts	175,792	-
Sales and Services of Educational Departments	226,850	-
Auxiliary Enterprises	1,200,023	5,853,562
Other Operating Revenues	61,824	9,270
Total Operating Revenues	\$ 40,976,288	\$ 5,862,832
EXPENSES		
Operating Expenses:		
Personnel Services	\$ 118,220,214	\$ 1,570,345
Scholarships and Waivers	35,246,444	691,665
Utilities and Communications	3,998,536	-
Contractual Services	13,303,556	4,987,515
Other Services and Expenses	4,926,107	679,613
Materials and Supplies	16,355,411	323,483
Depreciation	12,306,749	-
Total Operating Expenses	\$ 204,357,017	\$ 8,252,621
Operating Income (Loss)	\$ (163,380,729)	\$ (2,389,789)
NONOPERATING REVENUES (EXPENSES)		
State Noncapital Appropriations	\$ 79,373,679	\$ -
Federal and State Student Financial Aid	51,073,683	-
Gifts and Grants	12,189,776	1,137,895
Investment Income	1,330,463	513,502
Net Gain on Investments	926,918	2,261,364
Other Nonoperating Revenues	14,027	-
Loss on Disposal of Capital Assets	(80,787)	-
Interest on Capital Asset-Related Debt	(613,673)	-
Net Nonoperating Revenues (Expenses)	\$ 144,214,086	\$ 3,912,761
Income (Loss) Before Other Revenues, Expenses, Gains, or Losses	\$ (19,166,643)	\$ 1,522,972
State Capital Appropriations	\$ 1,111,600	\$ -
Capital Grants, Contracts, Gifts, and Fees	4,763,682	-
Additions to Endowments	-	168,240
Total Other Revenues, Expenses, Gains, or Losses	\$ 5,875,282	\$ 168,240
Increase (Decrease) in Net Position	\$ (13,291,361)	\$ 1,691,212
Net Position, Beginning of Year	\$ 199,011,952	\$ 54,893,354
Adjustment to Beginning Net Position	-	-
Net Position, Beginning of Year, as Restated	\$ 199,011,952	\$ 54,893,354
Net Position, End of Year	\$ 185,720,591	\$ 56,584,566

The accompanying notes to financial statements are an integral part of this statement.

Florida State College at Jacksonville
A Component Unit of the State of Florida
Statement of Cash Flows
For the Fiscal Year Ended June 30, 2020

	College
CASH FLOWS FROM OPERATING ACTIVITIES	
Student Tuition and Fees, Net	39,164,245
Grants and Contracts	1,456,660
Payments to Suppliers	(35,559,723)
Payments for Utilities and Communications	(3,998,536)
Payments to Employees	(85,736,614)
Payments for Employee Benefits	(26,178,281)
Payments for Scholarships	(35,306,030)
Loans Issued to Students	(4,113,425)
Collection on Loans to Students	4,097,609
Auxiliary Enterprises	1,171,413
Sales and Services of Educational Departments	226,850
Other Receipts (Payments)	2,173,487
Net Cash Used by Operating Activities	(142,602,345)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES	
State Noncapital Appropriations	79,373,679
Federal and State Student Financial Aid	51,048,427
Federal Direct Loan Program Receipts	43,106,103
Federal Direct Loan Program Disbursements	(43,087,848)
Gifts and Grants Received for Other Than Capital or Endowment Purposes	12,189,776
Net Cash Provided (Used) by Noncapital Financing Activities	142,630,137
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES	
State Capital Appropriations	\$ 891,985
Capital Grants and Gifts	4,763,682
Proceeds from Sale of Capital Assets	14,027
Purchases of Capital Assets	(4,420,451)
Principal Paid on Capital Debt and Leases	(729,170)
Interest Paid on Capital Debt and Leases	(613,673)
Net Cash Provided (Used) by Capital and Related Financing Activities	\$ (93,600)
CASH FLOWS FROM INVESTING ACTIVITIES	
Proceeds from Sales and Maturities of Investments	\$ 36,586,357
Purchases of Investments	(34,363,861)
Investment Income	2,593,329
Net Cash Provided (Used) by Investing Activities	\$ 4,815,825
Net Increase (Decrease) in Cash and Cash Equivalents	\$ 4,750,017
Cash and Cash Equivalents, Beginning of Year	30,821,830
Cash and Cash Equivalents, End of Year	\$ 35,571,847

Florida State College at Jacksonville
A Component Unit of the State of Florida
Statement of Cash Flows (Continued)
For the Fiscal Year Ended June 30, 2020

	College
RECONCILIATION OF OPERATING LOSS	
TO NET CASH USED BY OPERATING ACTIVITIES	
Operating Loss	\$ (163,398,729)
Adjustments to Reconcile Operating Loss to Net Cash Used by Operating Activities:	
Depreciation Expense	\$ 12,306,749
Changes in Assets, Liabilities, Deferred Outflows of Resources, and Deferred Inflows of Resources:	
Receivables, Net	\$ 1,486,491
Notes Receivables, Net (Loans to Students)	(15,816)
Due from Other Governmental Agencies	(784,356)
Due from Component Unit	207,341
Inventories	(620)
Prepaid Expenses	(720,927)
Other Assets	-
Accounts Payable	71,863
Salary and Payroll Taxes Payable	(2,082,241)
Unearned Revenue	95,373
Estimated Insurance Claims Payable	(267,835)
Deposits Held for Others	2,111,663
Special Termination Benefits Payable	32,663
Compensated Absences Payable	1,398,300
Other Postemployment Benefits Payable	550,644
Net Pension Liability	4,641,048
Deferred Outflows of Resources Related to Pensions	3,079,645
Deferred Inflows of Resources Related to Pensions	(1,313,601)
NET CASH USED BY OPERATING ACTIVITIES	\$ (142,602,345)

**SUPPLEMENTAL DISCLOSURE OF NONCASH INVESTING AND
CAPITAL FINANCING ACTIVITIES**

Unrealized losses on investments were recognized as a decrease to \$ investment income on the statement of revenues, expenses, and changes in net position, but are not cash transactions for the statement of cash flows.	(335,948)
Losses from the disposal of capital assets	(80,787)

The accompanying notes to financial statements are an integral part of this statement.

NOTES TO FINANCIAL STATEMENTS

1. Summary of Significant Accounting Policies

Reporting Entity. The governing body of Florida State College at Jacksonville, a component unit of the State of Florida, is the District Board of Trustees. The Board constitutes a corporation and is composed of nine members appointed by the Governor and confirmed by the Senate. The Board of Trustees is under the general direction and control of the Florida Department of Education, Division of Florida Colleges, and is governed by law and State Board of Education rules. However, the Board of Trustees is directly responsible for the day-to-day operations and control of the College within the framework of applicable State laws and State Board of Education rules. The College serves Duval and Nassau Counties.

Criteria for defining the reporting entity are identified and described in the Governmental Accounting Standards Board's (GASB) *Codification of Governmental Accounting and Financial Reporting Standards*, Sections 2100 and 2600. These criteria were used to evaluate potential component units for which the District Board of Trustees is financially accountable and other organizations for which the nature and significance of their relationship with the Board of Trustees are such that exclusion would cause the College's financial statements to be misleading. Based on the application of these criteria, the College is a component unit of the State of Florida, and its financial balances and activities are reported in the State's Comprehensive Annual Financial Report by discrete presentation.

Discretely Presented Component Unit. Based on the application of the criteria for determining component units, the Florida State College at Jacksonville Foundation, Inc. (Foundation), is included within the College's reporting entity as a discretely presented component unit and is governed by a separate board.

The Foundation is also a direct-support organization, as defined in Section 1004.70, Florida Statutes, and although legally separate from the College, is financially accountable to the College. The Foundation is managed independently, outside the College's budgeting process, and its powers generally are vested in a governing board pursuant to various State statutes. The Foundation receives, holds, invests, and administers property, and makes expenditures to or for the benefit of the College.

The Foundation is audited by other auditors pursuant to Section 1004.70(6), Florida Statutes. The Foundation's audited financial statements are available to the public and can be obtained from the Executive Director, Florida State College at Jacksonville Foundation, Inc., 501 West State Street, Jacksonville, FL 32202. The Foundation's financial statements also include the financial activity of its blended component unit, the Florida State College Foundation Real Estate Holding, Inc. (Holding Company). The Holding Company is a subsidiary of the Foundation and was formed exclusively to hold title to certain real property, and to collect and transfer its income to the Foundation in support of the Foundation's mission. The financial data reported on the accompanying financial statements was derived from the Foundation's audited financial statements for the fiscal year ended September 30, 2019.

Basis of Presentation. The College's accounting policies conform with accounting principles generally accepted in the United States of America applicable to public colleges and universities as prescribed by GASB. The National Association of College and University Business Officers (NACUBO) also provides the College with recommendations prescribed in accordance with generally accepted accounting principles promulgated by GASB and the Financial Accounting Standards Board (FASB). GASB allows public colleges various reporting options. The College has elected to report as an entity engaged in only business-type activities. This election requires the adoption of the accrual basis of accounting and entitywide reporting including the following components:

- Management's Discussion and Analysis
- Basic Financial Statements:
 - Statement of Net Position
 - Statement of Revenues, Expenses, and Changes in Net Position
 - Statement of Cash Flows
 - Notes to Financial Statements
- Other Required Supplementary Information

Measurement Focus and Basis of Accounting. Basis of accounting refers to when revenues, expenses, assets, deferred outflows of resources, liabilities, and deferred inflows of resources are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the measurement focus applied. The College's financial statements are presented using the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, deferred outflows of resources, liabilities, and deferred inflows of resources resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Revenues, expenses, gains, losses, assets, deferred outflows of resources, liabilities, and deferred inflows of resources resulting from nonexchange activities are generally recognized when all applicable eligibility requirements, including time requirements, are met. The College follows GASB standards of accounting and financial reporting.

The College's component unit uses the economic resources measurement focus and accrual basis of accounting whereby revenues are recognized when earned and expenses are recognized when incurred, and follows GASB standards of accounting and financial reporting.

Significant interdepartmental sales between auxiliary service departments and other institutional departments have been accounted for as reductions of expenses and not revenues of those departments.

The College's principal operating activity is instruction. Operating revenues and expenses generally include all fiscal transactions directly related to instruction as well as administration, academic support, student services, physical plant operations, and depreciation of capital assets. Nonoperating revenues include State noncapital appropriations, Federal and State student financial aid, investment income (net of unrealized gains or losses on investments), and revenues for capital construction projects. Interest on capital asset-related debt is a nonoperating expense.

The statement of net position is presented in a classified format to distinguish between current and noncurrent assets and liabilities. When both restricted and unrestricted resources are available to fund

certain programs, it is the College's policy to first apply the restricted resources to such programs followed by the use of the unrestricted resources.

The statement of revenues, expenses, and changes in net position is presented by major sources and is reported net of tuition scholarship allowances. Tuition scholarship allowances are the difference between the stated charge for goods and services provided by the College and the amount that is actually paid by the student or the third party making payment on behalf of the student. The College's accounting system identifies the specific amounts paid for tuition and fees from students and third parties (e.g., financial aid, scholarships, etc.). To the extent that third-party resources are used to pay student charges, the College records a scholarship allowance against tuition and fee revenue.

The statement of cash flows is presented using the direct method in compliance with GASB Statement No. 9, *Reporting Cash Flows of Proprietary and Nonexpendable Trust Funds and Governmental Entities That Use Proprietary Fund Accounting*.

Cash and Cash Equivalents. The amount reported as cash and cash equivalents consists of cash on hand, cash in demand accounts, and cash with the State Board of Administration (SBA) Florida PRIME investment pool. For reporting cash flows, the College considers all highly liquid investments with original maturities of three months or less to be cash equivalents. Under this definition, the College considers amounts invested in the SBA Florida PRIME investment pool to be cash equivalents.

College cash deposits are held in banks qualified as public depositories under Florida law. All such deposits are insured by Federal depository insurance, up to specified limits, or collateralized with securities held in Florida's multiple financial institution collateral pool required by Chapter 280, Florida Statutes. Cash and cash equivalents that are externally restricted to make debt service payments, maintain sinking or reserve funds, or to purchase or construct capital or other restricted assets are classified as restricted.

At June 30, 2020, the College reported as cash equivalents \$21,081,383 in the Florida PRIME investment pool administered by the SBA pursuant to Section 218.405, Florida Statutes. The College's investments in the Florida PRIME investment pool, which the SBA indicates is a Securities and Exchange Commission Rule 2a7-like external investment pool, are similar to money market funds in which shares are owned in the fund rather than the underlying investments. The Florida PRIME investment pool carried a credit rating of AAAM by Standard & Poor's and had a weighted-average days to maturity (WAM) of 53 days as of June 30, 2020. A portfolio's WAM reflects the average maturity in days based on final maturity or reset date, in the case of floating-rate instruments. WAM measures the sensitivity of the Florida PRIME investment pool to interest rate changes. The investments in the Florida PRIME investment pool are reported at amortized cost. Section 218.409(8)(a), Florida Statutes, provides that "the principal, and any part thereof, of each account constituting the trust fund is subject to payment at any time from the moneys in the trust fund. However, the executive director may, in good faith, on the occurrence of an event that has a material impact on liquidity or operations of the trust fund, for 48 hours limit contributions to or withdrawals from the trust fund to ensure that the Board [State Board of Administration] can invest moneys entrusted to it in exercising its fiduciary responsibility. Such action must be immediately disclosed to all participants, the trustees, the Joint Legislative Auditing Committee, the Investment Advisory Council, and the Participant Local Government Advisory Council. The trustees shall convene

an emergency meeting as soon as practicable from the time the executive director has instituted such measures and review the necessity of those measures. If the trustees are unable to convene an emergency meeting before the expiration of the 48-hour moratorium on contributions and withdrawals, the moratorium may be extended by the executive director until the trustees are able to meet to review the necessity for the moratorium. If the trustees agree with such measures, the trustees shall vote to continue the measures for up to an additional 15 days. The trustees must convene and vote to continue any such measures before the expiration of the time limit set, but in no case may the time limit set by the trustees exceed 15 days.” As of June 30, 2020, there were no redemption fees or maximum transaction amounts, or any other requirements that serve to limit a participant’s daily access to 100 percent of their account value.

At June 30, 2020, the College reported restricted cash and cash equivalents totaling \$2,527,022 held in escrow for the acquisition and installation of equipment related to an energy performance contract. These funds are held in trust by an escrow agent in a money market fund with a credit rating of AAAM and Aaa by Standard & Poor’s and Moody’s Investors Service, respectively, and had a weighted-average days to maturity of 18 days.

Cash and Cash Equivalents – Discretely Presented Component Unit. The amount reported for the Foundation as cash and cash equivalents consists of cash in bank demand deposit accounts.

Custodial Credit Risk: Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, the Foundation will not be able to recover deposits. The Federal Deposit Insurance Corporation (FDIC) up to \$250,000 insures the Foundation’s cash deposits with the bank. At times, the Foundation may have amounts on deposit that exceed the FDIC insurance limit. The total amount of cash and cash equivalents was \$1,406,077 at September 30, 2019.

Inventories. Inventories consist of items for resale by the central stores operation and are valued using the last invoice cost, which approximates the first-in, first-out method of inventory valuation. Consumable laboratory supplies, teaching materials, and office supplies on hand in College departments are expensed when purchased, and are not considered material. Accordingly, these items are not included in the reported inventory.

Capital Assets. College capital assets consist of land; capitalized collections; construction in progress; buildings; other structures and improvements; and furniture, machinery, and equipment. These assets are capitalized and recorded at cost at the date of acquisition or at acquisition fair value at the date received in the case of gifts and purchases of State surplus property. Additions, improvements, and other outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. The College has a capitalization threshold of \$5,000 for tangible personal property and \$65,000 for buildings and other structures and improvements. Depreciation is computed on the straight-line basis over the following estimated useful lives:

- Buildings – 40 years
- Other Structures and Improvements – 10 years
- Data Software – 10 years
- Furniture, Machinery, and Equipment:

- Computer Equipment – 3 years
- Vehicles, Office Machines, and Educational Equipment – 5 years
- Furniture – 7 years

Noncurrent Liabilities. Noncurrent liabilities include bonds payable, capital lease payable, special termination benefits payable, compensated absences payable, other postemployment benefits payable, and net pension liability that are not scheduled to be paid within the next fiscal year.

Pensions. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Florida Retirement System (FRS) defined benefit plan and the Health Insurance Subsidy (HIS) defined benefit plan and additions to/deductions from the FRS's and the HIS's fiduciary net position have been determined on the same basis as they are reported by the FRS and the HIS plans. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with benefit terms. Investments are reported at fair value.

2. Deficit Net Position in Individual Funds

The College reported an unrestricted net position, which included a deficit in the current funds – unrestricted, as shown below.

<u>Fund</u>	<u>Net Position</u>
Current Funds - Unrestricted	\$ (54,773,304)
Auxiliary Funds	3,469,290
Total	<u>\$ (51,304,014)</u>

As shown in the following schedule, this deficit can be attributed to the full recognition of long-term liabilities (i.e., compensated absences payable, OPEB payable, special termination benefits payable, and net pension liabilities) in the current unrestricted funds that are expected to be paid over time and financed by future appropriations:

	Amount
Total Unrestricted Net Position Before Recognition of Long-Term Liabilities, Deferred Outflows of Resources, and Deferred Inflows of Resources	\$ 17,229,050
Amount Expected to be Financed in Future Years:	
Net Pension Liability and Related Deferred Outflows of Resources and Deferred Inflows of Resources	\$ 54,464,455
Compensated Absences Payable	15,382,902
Net Postemployment Benefits and Related Deferred Outflows of Resources and Deferred Inflows of Resources	2,069,166
Special Termination Benefits Payable	85,831
Total Amount Expected to be Financed in Future Years	<u>(72,002,354)</u>
Total Unrestricted Net Position	<u>\$ (54,773,304)</u>

3. Investments

The District Board of Trustees has adopted a written investment policy providing that surplus funds of the College shall be invested in those institutions and instruments permitted under the provisions of Florida

Statutes. Section 218.415(16), Florida Statutes, authorizes the College to invest in the Florida PRIME investment pool administered by the State Board of Administration (SBA); Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency; interest-bearing time deposits and savings accounts in qualified public depositories, as defined by Section 280.02, Florida Statutes; direct obligations of the United States Treasury; obligations of Federal agencies and instrumentalities; securities of, or interests in, certain open-end or closed-end management type investment companies; and other investments approved by the Board of Trustees as authorized by law. State Board of Education (SBE) Rule 6A-14.0765(3), Florida Administrative Code, provides that College loan, endowment, annuity, and life income funds may also be invested pursuant to Section 215.47, Florida Statutes. Investments authorized by Section 215.47, Florida Statutes, include bonds, notes, commercial paper, and various other types of investments.

Investments set aside to make debt service payments, maintain sinking or reserve funds, or to purchase or construct capital assets are classified as restricted.

Fair Value Measurement. The College and the Foundation categorize fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based upon the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs.

All of the College’s recurring value measurements as of June 30, 2020, are valued using quoted market prices (Level 1 inputs), with the exception of corporate bonds and notes which are valued using a matrix pricing model (Level 2 inputs).

The College’s investments at June 30, 2020, are reported as follows:

Investments by fair value level	Amount	Fair Value Measurements Using		
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
External Investment Pool:				
State Treasury Special Purpose Investment Account	\$ -	\$ -	\$ -	\$ -
SBA Debt Service Accounts	-	-	-	-
United States Treasury Securities	10,618,328	10,618,328	-	-
Obligations of United States Government Agencies and Instrumentalities	8,214,010	8,214,010	-	-
Repurchase Agreements	-	-	-	-
Bonds and Notes	16,760,889	-	16,760,889	-
Stocks and Other Equity Securities	-	-	-	-
Mutual Funds	-	-	-	-
Equities	3,844,118	3,844,118	-	-
Bonds	1,509,969	-	1,509,969	-
Total investments by fair value level	\$ 40,947,314	\$ 22,676,456	\$ 18,270,858	\$ -
Investments measured at amortized cost				
Money Market Funds	\$ 196,531			
Total College Investments	\$ 41,143,845			

Managed Investments

The College's investments at June 30, 2020, all of which are managed by a contracted investment management firm include \$5,455,131 of endowment fund investments and \$35,688,714 of other College investments. The following risks apply to these investments.

Interest Rate Risk: Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The College's investment policy limits investments of current operating funds to investments with maturities less than 24 months. Investments of non-operating funds will not be longer than 5.5 years and the effective duration of the portfolio will not be greater than 3 years. At June 30, 2020, the College had \$18,832,338 in obligations of the United States government and its agencies, with various call dates with final maturity dates between July 2020 and May 2041, having a weighted-average maturity of 1.78 years. At June 30, 2020, the College also had \$16,760,889 in corporate securities, with various call dates with final maturity dates between September 2020 and May 2025 with weighted-average maturities of 1.76 years and \$196,531 in money markets funds with an average maturity of .01 years. The overall weighted-average life of the other college funds portfolio was 2.74 years as of June 30, 2020.

Credit Risk: Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The College's investment policy addresses credit risk through the authorization of fixed income securities from the following types of investments:

- United States Treasury & Government Guaranteed – United States Treasury obligations and obligations the principal and interest of which are backed or guaranteed by the full faith and credit of the United States Government.
- Federal Agency/government sponsored enterprise (GSE) - Debt obligations, participations or other instruments issued or fully guaranteed by any United States Federal agency, instrumentality or GSE.
- Supranationals – United States dollar denominated debt obligations of a multilateral organization of governments where United States is a shareholder and voting member.
- Corporates – United States dollar denominated corporate notes, bonds or other debt obligations issued or guaranteed by a domestic or foreign corporation, financial institution, non-profit or other entity.
- Municipals – Obligations, including both taxable and tax-exempt, issued or guaranteed by any State, territory or possession of the United States, political subdivision, public corporation, authority, agency board, instrumentality or other unit of local government of any State or territory.
- Agency Mortgage-Backed Securities - Mortgage-backed securities (MBS), backed by residential, multi-family or commercial mortgages, that are issued or fully guaranteed as to principal and interest by a United States Federal agency or government sponsored enterprise, including but not limited to pass-thrus, collateralized mortgage obligations (CMOs) and Real Estate Mortgage Investment Conduits.
- Asset-Backed Securities - Asset-backed securities whose underlying collateral consists of loans, leases or receivables, including but not limited to auto loans and leases, credit card receivables, student loans, equipment loans and leases or home-equity loans.
- Non-Negotiable Certificate of Deposit and Savings Accounts - Non-negotiable interest bearing time certificates of deposit, or savings accounts in banks organized under Florida laws or in

national banks organized under the United States laws and doing business in Florida, provided that any such deposits are secured by the Florida Security for Public Deposits Act, Chapter 280, Florida Statutes.

- Commercial Paper – United States dollar denominated commercial paper issued or guaranteed by a domestic or foreign corporation, company, financial institution, trust or other entity, including both unsecured debt and asset-backed programs.
- Bankers' Acceptances - Bankers' acceptances issued, drawn on or guaranteed by a United States bank or United States branch of a foreign bank.
- Repurchase agreements meeting specified criteria specified in the investment policy.
- Money Market Funds - Shares in open-end and no-load money market mutual funds, provided such funds are registered under the Investment Company Act of 1940 and operate in accordance with Rule 2a-7.
- Local Government Investment Pools – State, local government or privately sponsored investment pools that are authorized pursuant to state law.

United States Government obligations are not considered to have credit risk and investments in these is not limited. As of June 30, 2020, the College's investments in Federal agency obligations are rated AA+ and corporate debt securities ranging from BBB+ to AAA for the operating fund and the ratings for the Quasi-endowment fund range from B+ to AAA by Standard and Poor's.

Custodial Credit Risk: Custodial credit risk is the risk that, in the event of the failure of the counterparty to a transaction, the College will not be able to recover that value of investments or collateral securities that are in the possession of an outside party. Investments purchased on behalf of the College pursuant to Section 218.415, Florida Statutes, must be properly earmarked and (1) if registered with the issuer or its agents, the investment must be immediately placed for safekeeping in a location that protects the College's interest in the security; (2) if in a book-entry form, the investment must be held for credit of the College by a depository chartered by the Federal Government, the State, or any other State or territory of the United States, that has a branch or principal place of business in this State, or by a national association organized and existing under the laws of the United States that is authorized to accept and execute trusts and which is doing business in this State, and must be kept by the depository in an account not registered with the issuer or its agents, must be immediately placed for safekeeping in a secured vault. The College's investments of \$10,618,328 in guaranteed United States Treasury Securities and obligations of United States Government agencies, and \$16,760,889 in corporate debt securities, are held by the safekeeping agent in the name of the College.

Concentration of Credit Risk: Concentration of credit risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer. The College's investment policy provides that a maximum of five to forty percent of the portfolio may be invested in securities of a single issuer, depending upon the type of authorized investment. The policy also establishes maximum percentages for each type of authorized investment ranging from 10 to 50 percent of the investment portfolio. However, United States Treasury securities are not subject to these limitations.

Investments – Discretely Presented Component Unit

The College's Foundation categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs

used to measure the fair value of the asset. Prices for certain cash equivalents wherein there are active markets and prices are readily available are classified as Level 1. The Foundation's investment in a money market fund is classified as Level 1. The Foundation's investment in the Commonfund equity, fixed income, and commodities funds represent shares of commingled external investment pools, and are value based on the Foundation's proportionate share of the underlying net asset value of the investment pools as reported by the investment manager (Level 2 inputs). There is little or no observable market data for determining the valuation of private equity funds, artwork, and real property investments held by the Foundation (Level 3 inputs). Artwork and real property are valued at fair value on the date of donation.

Investments held by the Foundation at September 30, 2019 are reported at fair value as follows:

Investments by fair value level	Amount	Fair Value Measurements Using		
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Equities	\$ 38,506,657	\$ -	\$ 38,506,657	\$ -
Commonfund Fixed Income Fund	7,970,967	-	7,970,967	-
Commodities Fund	590,749	-	590,749	-
Limited Partnerships	7,671,025	-	-	7,671,025
Money Market	503,601	503,601	-	-
Total investments by fair value level	\$ 55,242,999	\$ 503,601	\$ 47,068,373	\$ 7,671,025

Note: (1) The Foundation's investments in private equity funds contain various subscription agreements with the fund manager that require the Foundation to provide capital contributions when requested. As of September 30, 2019 the Foundation had total capital commitment subscriptions of \$10,900,000, cumulative capital calls totaled \$8,507,250, leaving future capital commitments of \$2,392,750. Capital contributions are due from time to time without notice in varying amounts and the Foundation anticipates being able to meet its future capital commitment obligations.

Interest Rate Risk: Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The Foundation's investment policy does not specifically limit debt obligation maturities. However, as a means of managing the Foundation's exposure to fair value losses arising from increasing interest rates, the policy provides for diversifying fixed-income investments among maturities according to interest rate prospects. At September 30, 2019, the Foundation had investments of \$7,460,945 in two fixed income funds, totaling \$2,260,667 and \$5,710,300, respectively, with weighted-average lives of 2.3 and 7.1 years, respectively.

Credit Risk: Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The Foundation's investment policy provides that no more than 15 percent of the corporate debt securities in the fixed-income portfolio may be rated below investment-grade. As of September 30, 2019, the Foundation's investments in fixed income funds are related AA and A- by Standard & Poor's.

Custodial Credit Risk: Custodial credit risk is the risk that, in the event of the failure of the counterparty, the Foundation will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Foundation's investment policy does not address custodial credit risk.

Concentration of Credit Risk: Concentration of credit risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer. The Foundation's investment policy provides that the maximum amount invested in the securities of a single issuer may not exceed five percent of the total investments. Securities issued by the United States government and its agencies are not subject to this limitation.

4. Accounts Receivable

Accounts receivable totaling \$4,641,429 represent amounts for student fee deferments, various student services provided by the College, unused credit memos, and contract and grant reimbursements due from third parties. These receivables are reported net of a \$1,441,616 allowance for doubtful accounts.

5. Notes Receivable

Notes receivable represent student loans made under the College's short-term loan program of \$316,455. Notes receivable are reported net of a \$154,803 allowance for doubtful notes.

6. Due From Other Governmental Agencies, Net

The \$1,695,077 due from other governmental agencies consists primarily of \$1,655,146 of grants and contracts receivable, \$28,257 of scholarships and loan program receivables from funders, and \$11,674 of Public Education and Capital Outlay and Capital Outlay and Debt Service allocations due from the State for maintenance and renovations of College facilities.

7. Inventories

Inventories of consumable materials and supplies of \$13,368 were at the Central Stores warehouse at yearend. The inventories are valued using the average cost method. Consumable laboratory supplies, teaching materials, and office supplies on hand in College departments are expensed when purchased, and are not considered material. Accordingly, these items are not included in the reported inventory.

8. Due To Component Unit/College, Net

The \$550,061 reported as due to component unit is net of \$133,244 that is owed from the College to the Foundation. The College owed \$683,305 to the Foundation as of June 30, 2020 for the proceeds related to the operating results of the Artist Series. The College owes the Foundation \$133,244 for reimbursement of scholarships, salary supplements, and other expenses. The College's financial statements are reported for the fiscal year ended June 30, 2020 and the component unit's financial statements are reported for the fiscal year ended September 30, 2019. Accordingly, for the respective fiscal years ended, there were no corresponding amounts reported as due to the College and due to the component unit.

9. Capital Assets

Capital assets activity for the fiscal year ended June 30, 2020, is shown in the following table:

Description	Beginning Balance	Additions	Reductions	Ending Balance
Nondepreciable Capital Assets:				
Land	\$ 11,999,676	\$		\$ 11,999,676
Artwork/Artifacts	88,600			88,600
Computer Software - Licenses	2,827,259			2,827,259
Construction in Progress	20,114,349	739,850	1,235,901	19,618,298
Total Nondepreciable Capital Assets	\$ 35,029,884	\$ 739,850	\$ 1,235,901	\$ 34,533,833
Depreciable Capital Assets:				
Buildings	\$ 330,169,973	\$	\$	\$ 330,169,973
Other Structures and Improvements	7,221,368	1,235,901		8,457,270
Furniture, Machinery, and Equipment	29,472,535	1,780,511	398,358	30,854,688
Computer Software	22,659,051			22,659,051
Total Depreciable Capital Assets	\$ 389,522,927	\$ 3,016,412	\$ 398,358	\$ 392,140,982
Less, Accumulated Depreciation:				
Buildings	163,085,087	\$ 7,317,292	\$	\$ 170,402,379
Computer Software	6,750,290	2,265,905		9,016,195
Other Structures and Improvements	5,570,281	353,303		5,923,584
Furniture, Machinery, and Equipment	25,232,595	2,451,036	398,358	27,285,273
Total Accumulated Depreciation	\$ 191,028,351	\$ 12,387,536	\$ 398,358	\$ 212,627,431
Total Depreciable Capital Assets, Net	\$ 197,475,237	\$ (9,371,124)	\$	\$ 179,513,551

Note: (1) Construction in progress at June 30, 2020 includes \$19,609,799 for energy management facility upgrade projects that will be reported as assets under capital lease when completed. See Notes 13 and 16.

10. Unearned Revenue

Unearned revenue at June 30, 2020, includes amounts on hand that have not been earned related to grants and contracts, student tuition and fees, scholarships, and auxiliary printing revenues.

Description	Amount
Grants and Contracts	\$ 1,337,461
Student Tuition and Fees	556,435
Auxiliary Revenues	186,647
Scholarships	5,546
Total Unearned Revenue	\$ 2,086,089

11. Long-Term Liabilities

Long-term liabilities activity for the fiscal year ended June 30, 2020, is shown below:

Description	Balance	Additions	Reductions	Balance	Current Portion
Bonds Payable	\$ 87,000	\$ -	\$ 87,000	\$ -	\$ -
Capital Lease Payable	19,501,781		642,171	18,859,611	1,377,134
Special Termination Benefits Payable	53,168	32,663		85,831	8,583
Compensated Absences Payable	13,984,602	6,039,665	4,641,365	15,382,902	3,964,862
Other Postemployment Benefits Payable	1,916,763	667,918	117,274	2,467,407	106,855
Net Pension Liability	63,329,270	5,231,722	590,674	67,970,318	372,896
Total Long-Term Liabilities	\$ 98,872,584	\$ 11,971,968	\$ 6,078,484	\$ 104,766,069	\$ 5,830,330

Bonds Payable. The State Board of Education (SBE) issued capital outlay bonds on behalf of the College. These bonds matured serially and were secured by a pledge of the College’s portion of the State-assessed motor vehicle license tax and by the State’s full faith and credit. The SBE and the State Board of Administration (SBA) administered the principal and interest payments, investment of debt service resources, and compliance with reserve requirements. FSCJ made its last payment of \$87,000 on the Series 2014-B capital outlay bonds during the year.

Capital Leases Payable. The College entered into a master financing arrangement with a financing company on May 5, 2017, characterized as an equipment lease purchase agreement, to provide up to \$25 million in capital lease financing for energy management facility upgrade projects under the provisions of Section 1013.23, Florida Statutes, at an interest rate of 3.17 percent. Under this Guaranteed Energy Savings arrangement, the College has received funding in two phases. On May 5, 2017 the College received \$11,021,191 for Phase I and the College received \$8,539,023 on December 27, 2017 for Phase II. The funding was to provide for energy management facility upgrade projects. The capital lease payments totaled \$1,254,104 in the current year and extend to February 1, 2037. Future minimum capital lease payments under the agreement and the present value of the minimum payments as of June 30, 2020 are as follows:

Fiscal Year Ending June 30	Amount
2021	\$ 1,377,134
2022	1,457,470
2023	1,497,995
2024	1,518,585
2025	1,539,695
2026 and thereafter	<u>16,918,185</u>
Total Minimum Payments	\$ 24,309,064
Less, Amount Representing Interest	<u>(5,449,453)</u>
Present Value of Minimum Payments	\$ 18,859,611

Special Termination Benefits Payable. Effective July 1, 2004, the District Board of Trustees established a severance pay plan that is available to certain College administrative employees. The plan provides that once certain eligibility guidelines are met, benefit day credits of one-half to one full day are

accrued for each month of service payable at various percentages in conjunction with the employee's daily rate of pay at the time of separation. The severance pay plan benefit is not available to an eligible employee until the date of separation from the College, and must be paid as a one-time lump-sum payment. At June 30, 2020, a liability for accrued plan benefits of \$85,831 for 4 employees was reported by the College as Special Termination Benefits Payable. The liability is considered non-current for benefits payable totaling \$77,248 as the represented vested employees are not expected to separate from service within the next year. The current portion of the liability of \$8,583 represents an amount accruing to estimated amounts that vested employees are entitled to annually withdraw to pay related tax liabilities.

Compensated Absences Payable. College employees may accrue annual and sick leave based on length of service, subject to certain limitations regarding the amount that will be paid upon termination. The College reports a liability for the accrued leave; however, State noncapital appropriations fund only the portion of accrued leave that is used or paid in the current fiscal year. Although the College expects the liability to be funded primarily from future appropriations, generally accepted accounting principles do not permit the recording of a receivable in anticipation of future appropriations. At June 30, 2020, the estimated liability for compensated absences, which includes the College's share of the Florida Retirement System and FICA contributions, totaled \$15,382,902. The current portion of the compensated absence liability, \$3,964,862 is the amount expected to be paid in the coming fiscal year. It represents the College's estimate of leave payments plus benefits for use of leave, retirements, separations, and Deferred Retirement Option Program (DROP) participants to be paid in the next fiscal year based on an average of actual payments over the previous seven years.

Other Postemployment Benefits Payable. The College follows GASB Statement No. 75, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*, for other postemployment benefits administered by the Florida College System Risk Management Consortium (Consortium).

General Information about the OPEB Plan

Plan Description. The Other Postemployment Benefits Plan (OPEB Plan) is a single-employer, defined-benefit plan administered by the Consortium that provides OPEB for all employees who satisfy the College's retirement eligibility provisions. Pursuant to the provisions of Section 112.0801, Florida Statutes, former employees who retire from the College are eligible to participate in the College's health and hospitalization plan for medical and prescription drug coverage. The College subsidizes the premium rates paid by retirees by allowing them to participate in the Plan at reduced or blended group (implicitly subsidized) premium rates for both active and retired employees. These rates provide an implicit subsidy for retirees because, on an actuarial basis, their current and future claims are expected to result in higher costs to the OPEB Plan on average than those of active employees. The College does not offer any explicit subsidies for retiree coverage. Retirees are required to enroll in the Federal Medicare (Medicare) program for their primary coverage as soon as they are eligible. The OPEB Plan contribution requirements and benefit terms of the College and the OPEB Plan members are established and may be amended by action from the Board. No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75.

Benefits Provided. The OPEB Plan provides healthcare benefits for retirees and their dependents. The OPEB Plan only provides an implicit subsidy as described above.

Employees Covered by Benefit Terms. At June 30, 2019, the following employees were covered by the benefit terms:

Active Employees	1,259
DROP Members	68
Beneficiaries Currently Receiving Benefits	59
Total	<u>1,386</u>

Total OPEB Liability

The College’s total OPEB liability of \$2,467,407 was measured as of June 30, 2019 based upon a full actuarial valuation that was performed as of June 30, 2019.

Actuarial Assumptions and Other Inputs. The total OPEB liability in the June 30, 2019 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation	2.60%
Real Wage Growth	0.65%
Wage Inflation	3.25%
Salary increases	
Regular Employees	4.00% - 7.80%
Senior Management	4.70% - 7.10%
Municipal Bond Index Rate	
Prior Measurement Date	3.87%
Measurement Date	3.50%
Healthcare cost trend rates	
Pre-Medicare	7.00% for 2019, decreasing to an ultimate rate of 4.60% by 2026
Medicare	5.00% for 2019, decreasing to an ultimate rate of 4.60% by 2021

The discount rate used to measure the TOL as of the current measurement date was based on the Bond Buyer General Obligation 20-year Municipal Bond Index published at the last Thursday of June by the Bond Buyer (www.bondbuyer.com).

Mortality rates were based on the RP-2014 mortality tables with adjustments for FRS experience and generational mortality improvements using Scale MP-2014.

The demographic actuarial assumptions for mortality, retirement, disability incidence, and withdrawal used in the June 30, 2019 valuation were based on the results of an actuarial experience study for the period July 1, 2008 through June 30, 2013, adopted by the FRS.

The remaining actuarial assumptions (e.g., initial per capita costs, health care cost trends, rate of plan participation, rates of plan election, etc.) used in the June 30, 2019, valuation were based on a review of recent plan experience performed concurrently with the June 30, 2019 valuation.

Changes in the Total OPEB Liability

Description	Amount
Total OPEB Liability as of June 30, 2019	\$ 1,916,763
Changes for the Year:	
Service Cost at the end of the year*	105,470
Interest on TOL and cash flows	71,931
Difference between expected and actual experience	52,734
Change of assumptions or other inputs	437,783
Net benefit payments	(117,274)
Net Changes	\$ 550,644
Total OPEB Liability as of June 30, 2020	\$ 2,467,407

*Service cost includes interest for the year.

Changes of assumptions and other inputs reflect a change in the discount rate, a change in the medical trend, and a change in anticipated spouse participation.

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate. The following table presents the total OPEB liability of the College, as well as what the College’s total OPEB liability would be if it were calculated using a discount rate that is 1 percentage point lower (2.50 percent) or 1 percentage point higher (4.50 percent) than the current rate:

	1% Decrease (2.50%)	Current Discount Rate (3.50%)	1% Increase (4.50%)
Total OPEB liability	\$ 2,829,120	\$ 2,467,407	\$ 2,179,753

Sensitivity of the Total OPEB Liability to Changes in the Health Care Cost Trend Discount Rate. The following table presents the Total OPEB liability of the College, as well as what the College’s total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1 percentage lower or 1 percentage point higher than the current healthcare cost trend rates:

	1% Decrease	Current Discount Rate	1% Increase
Total OPEB liability	\$ 2,103,344	\$ 2,467,407	\$ 2,942,093

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended June 30, 2020, the College recognized OPEB expense of \$207,335. The College reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

Description	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 47,177	\$ -
Change of assumptions	391,652	147,443
College OPEB payments subsequent to the measurement date	106,855	-
Total	\$ 545,684	\$ 147,443

The deferred outflows of resources related to OPEB totaling \$106,855 resulting from College contributions subsequent to the measurement date, will be recognized as a reduction of the net OPEB liability in the year ended June 30, 2020. Other amounts reported as deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Fiscal Year Ending June 30	Amount
2020	\$ 29,934
2021	29,934
2022	29,934
2023	29,934
2024	29,934
2025-Thereafter	141,716
Total	\$ 291,386

Net Pension Liability. As a participating employer in the Florida Retirement System, the College recognizes its proportionate share of the collective net pension liabilities of the FRS cost sharing multiple employer defined benefit plans. As of June 30, 2020, the College's proportionate share of the net pension liabilities totaled \$67,970,318. Note 12 includes a complete discussion of the defined benefit pension plans.

12. Retirement Plans – Defined Benefit Pension Plans

General Information about the Florida Retirement System (FRS)

The FRS was created in Chapter 121, Florida Statutes, to provide a defined benefit pension plan for participating public employees. The FRS was amended in 1998 to add the Deferred Retirement Option Program (DROP) under the defined benefit plan. The FRS plan was also amended in 2000 to provide a defined contribution plan alternative to the defined benefit plan for FRS members effective July 1, 2002. This integrated defined contribution pension plan is the FRS Investment Plan. Chapter 112, Florida Statutes, established the HIS Program, a cost-sharing multiple-employer defined benefit pension plan to assist retired members of any State-administered retirement system in paying the costs of health insurance. Chapter 121, Florida Statutes, also provides for nonintegrated, optional retirement programs in lieu of the FRS to certain members of the Senior Management Service Class employed by the State and faculty and specified employees of State colleges. Chapter 112, Florida Statutes, established the HIS Program, a cost-sharing multiple-employer defined benefit pension plan to assist retired members of any State-administered retirement system in paying the costs of health insurance.

Essentially all regular employees of the College are eligible to enroll as members of the State-administered FRS. Provisions relating to the FRS are established by Chapters 121 and 122,

Florida Statutes; Chapter 112, Part IV, Florida Statutes; Chapter 238, Florida Statutes; and FRS Rules, Chapter 60S, Florida Administrative Code; wherein eligibility, contributions, and benefits are defined and described in detail. Such provisions may be amended at any time by further action from the Florida Legislature. The FRS is a single retirement system administered by the Florida Department of Management Services, Division of Retirement, and consists of two cost-sharing multiple-employer defined benefit plans and other nonintegrated programs. A comprehensive annual financial report of the FRS, which includes its financial statements, required supplementary information, actuarial report, and other relevant information, is available from the Florida Department of Management Services' Web site (www.dms.myflorida.com).

The College's FRS and HIS pension expense totaled \$11,732,223 for the fiscal year ended June 30, 2020.

FRS Pension Plan

Plan Description. The FRS Pension Plan (Plan) is a cost-sharing multiple-employer defined benefit pension plan, with a DROP for eligible employees. The general classes of membership are as follows:

- *Regular Class* – Members of the FRS who do not qualify for membership in the other classes.
- *Senior Management Service Class (SMSC)* – Members in senior management level positions.

Employees enrolled in the Plan prior to July 1, 2011, vest at six years of creditable service and employees enrolled in the Plan on or after July 1, 2011, vest at eight years of creditable service. All vested members, enrolled prior to July 1, 2011, are eligible for normal retirement benefits at age 62 or at any age after 30 years of service. All members enrolled in the Plan on or after July 1, 2011, once vested, are eligible for normal retirement benefits at age 65 or any time after 33 years of creditable service. Members of both Plans may include up to 4 years of credit for military service toward creditable service. The Plan also includes an early retirement provision; however, there is a benefit reduction for each year a member retires before his or her normal retirement date. The Plan provides retirement, disability, death benefits, and annual cost-of-living adjustments to eligible participants.

The DROP, subject to provisions of Section 121.091, Florida Statutes, permits employees eligible for normal retirement under the Plan to defer receipt of monthly benefit payments while continuing employment with an FRS-participating employer. An employee may participate in DROP for a period not to exceed 60 months after electing to participate. During the period of DROP participation, deferred monthly benefits are held in the FRS Trust Fund and accrue interest. The net pension liability does not include amounts for DROP participants, as these members are considered retired and not accruing additional pension benefits.

Benefits Provided. Benefits under the Plan are computed on the basis of age and/or years of service, average final compensation, and service credit. Credit for each year of service is expressed as a percentage of the final average compensation. For members initially enrolled before July 1, 2011, the average final compensation is the average of the 5 highest fiscal years' earnings; for members initially enrolled on or after July 1, 2011, the average final compensation is the average of the 8 highest fiscal years' earnings. The total percentage value of the benefit received is determined by calculating the total value of all service, which is based on retirement plan and/or the class to which the member belonged

when the service credit was earned. Members are eligible for in-line-of-duty or regular disability and survivors' benefits. The following chart shows the percentage value for each year of service credit earned:

<u>Class, Initial Enrollment, and Retirement Age/Years of Service</u>	<u>% Value</u>
Regular Class members initially enrolled before July 1, 2011	
Retirement up to age 62 or up to 30 years of service	1.60
Retirement at age 63 or with 31 years of service	1.63
Retirement at age 64 or with 32 years of service	1.65
Retirement at age 65 or with 33 or more years of service	1.68
Regular Class members initially enrolled on or after July 1, 2011	
Retirement up to age 65 or up to 33 years of service	1.60
Retirement at age 66 or with 34 years of service	1.63
Retirement at age 67 or with 35 years of service	1.65
Retirement at age 68 or with 36 or more years of service	1.68
Senior Management Service Class	2.00

As provided in Section 121.101, Florida Statutes, if the member is initially enrolled in the FRS before July 1, 2011, and all service credit was accrued before July 1, 2011, the annual cost-of-living adjustment is 3 percent per year. If the member is initially enrolled before July 1, 2011, and has service credit on or after July 1, 2011, there is an individually calculated cost-of-living adjustment. The annual cost-of-living adjustment is a proportion of 3 percent determined by dividing the sum of the pre-July 2011 service credit by the total service credit at retirement multiplied by 3 percent. Plan members initially enrolled on or after July 1, 2011, will not have a cost-of-living adjustment after retirement.

Contributions. The State of Florida establishes contribution rates for participating employers and employees. Contribution rates during the 2019-20 fiscal year were as follows:

<u>Class</u>	<u>Percent of Gross Salary</u>	
	<u>Employee</u>	<u>Employer (A)</u>
Florida Retirement System, Regular	3.00	8.47
Florida Retirement System, Senior Management Service	3.00	25.41
Deferred Retirement Option Program - Applicable to Members from All of the Above Classes	0.00	14.60
Florida Retirement System, Reemployed Retiree	(B)	(B)

Notes: (A) Employer rates include the post-employment health insurance supplement of 1.66 percent and .06 percent for administrative and educational costs.

(B) Contribution rates are dependent upon retirement class or plan in which reemployed.

The College's contributions to the Plan totaled \$4,177,700 for the fiscal year ended June 30, 2020.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions. At June 30, 2020, the College reported a liability of \$45,992,779 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2019. The College's proportionate share of the net pension liability was based on the College's 2018-19 fiscal year contributions relative to the total 2018-19 fiscal year contributions of all participating members.

At June 30, 2019, the College’s proportionate share was .13355053 percent, which was a decrease of .000054 from its proportionate share measured as of June 30, 2018.

For the year ended June 30, 2020, the College recognized pension expense of \$10,541,242. The College reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Description	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 2,727,963	\$ 28,543
Change of assumptions	11,812,924	
Net difference between projected and actual earnings on FRS pension plan investments	-	2,544,561
Changes in proportion and differences between College FRS contributions and proportionate share of contributions	494,171	3,472,854
College FRS contributions subsequent to the measurement date	4,177,700	
Total	\$ 19,212,758	\$ 6,045,958

The deferred outflows of resources related to pensions totaling \$4,177,700 resulting from College contributions subsequent to the measurement date, will be recognized as a reduction of the net pension liability in the year ended June 30, 2020. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Fiscal Year Ending June 30	Amount
2020	\$ 3,386,021
2021	421,218
2022	2,679,961
2023	2,055,544
2024	361,848
2025-Thereafter	84,508
Total	\$ 8,989,100

Actuarial Assumptions. The total pension liability in the July 1, 2019, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.60 percent
Salary Increases	3.25 percent, average, including inflation
Investment rate of return	6.90 percent, net of pension plan investment expense, including inflation

Mortality rates were based on the PUB2010 base table with variations for member category and sex alongside Scale MP-2018 as detailed in the valuation report. The actuarial assumptions used in the valuation were based on the results of an actuarial experience study for the period July 1, 2013, through June 30, 2018.

The long-term expected rate of return on pension plan investments was not based on historical returns, but instead is based on a forward-looking capital market economic model. The allocation policy’s description of each asset class was used to map the target allocation to the asset classes shown below.

Each asset class assumption is based on a consistent set of underlying assumptions, and includes an adjustment for the inflation assumption. The target allocation and best estimates of arithmetic and geometric real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation (1)</u>	<u>Annual Arithmetic Return</u>	<u>Compound Annual (Geometric) Return</u>	<u>Standard Deviation</u>
Cash	1%	3.3%	3.3%	1.2%
Fixed Income	18%	4.1%	4.1%	3.5%
Global Equity	54%	8.0%	6.8%	16.5%
Real Estate (Property)	11%	6.7%	6.1%	11.7%
Private Equity	10%	11.2%	8.4%	25.8%
Strategic Investments	6%	5.9%	5.7%	6.7%
Total	100%			
Assumed inflation - Mean			2.6%	1.7%

Note: (1) As outlined in the Plan's investment policy.

Discount Rate. The discount rate used to measure the total pension liability was 6.90 percent. The plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the discount rate for calculating the total pension liability is equal to the long-term expected rate of return. The discount rate used in the 2019 valuation was updated from 7.00 percent to 6.90 percent.

Sensitivity of the College's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate. The following presents the College's proportionate share of the net pension liability calculated using the discount rate of 6.90 percent, as well as what the College's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.90 percent) or 1-percentage-point higher (7.90 percent) than the current rate:

	1% Decrease 5.90%	Current Discount Rate 6.90%	1% Increase 7.90%
College's proportionate share of the net pension liability	\$ 79,506,199	\$ 45,992,779	\$ 18,003,404

Pension Plan Fiduciary Net Position. Detailed information about the Plan's fiduciary net position is available in the separately issued FRS Pension Plan and Other State Administered Systems Comprehensive Annual Financial Report.

Payables to the Pension Plan. The College reported a payable of \$537,774 for the outstanding amount of contributions to the Plan required for the fiscal year ended June 30, 2020.

Health Insurance Subsidy (HIS) Defined Benefit Pension Plan

Plan Description. The HIS Pension Plan (HIS Plan) is a cost-sharing multiple-employer defined benefit pension plan established under Section 112.363, Florida Statutes, and may be amended by the Florida Legislature at any time. The benefit is a monthly payment to assist retirees of State-administered

retirement systems in paying their health insurance costs and is administered by the Florida Department of Management Services, Division of Retirement.

Benefits Provided. For the fiscal year ended June 30, 2020, eligible retirees and beneficiaries received a monthly HIS payment of \$5 for each year of creditable service completed at the time of retirement with a minimum payment of \$30 and a maximum payment of \$150 per month, pursuant to Section 112.363, Florida Statutes. To be eligible to receive a HIS benefit, a retiree under a State-administered retirement system must provide proof of health insurance coverage, which can include Medicare.

Contributions The HIS Plan is funded by required contributions from FRS participating employers as set by the Florida Legislature. Employer contributions are a percentage of gross compensation for all active FRS members. For the fiscal year ended June 30, 2020, the contribution rate was 1.66 percent of payroll pursuant to Section 112.363, Florida Statutes. The College contributed 100 percent of its statutorily required contributions for the current and preceding three years. HIS Plan contributions are deposited in a separate trust fund from which HIS payments are authorized. HIS Plan benefits are not guaranteed and are subject to annual legislative appropriation. In the event the legislative appropriation or available funds fail to provide full subsidy benefits to all participants, benefits may be reduced or canceled.

The College's contributions to the HIS defined-benefit pension plan totaled \$1,129,619 for the fiscal year ended June 30, 2020.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions. At June 30, 2020, the College reported a net pension liability of \$21,977,539 for its proportionate share of the net pension liability. The current portion of the net pension liability is the College's proportionate share of benefit payments expected to be paid within 1 year, net of the College's proportionate share of the HIS Plan's fiduciary net position available to pay that amount. The net pension liability was measured as of July 1, 2018 and update procedures were used to determine liabilities as of June 30, 2019. The College's proportionate share of the net pension liability was based on the College's 2018-19 fiscal year contributions relative to the total 2018-19 fiscal year contributions of all participating members. At June 30, 2019, the College's proportionate share was .1964209530 percent, which was a decrease of .006380534 from its proportionate share measured as of June 30, 2019.

For the year ended June 30, 2020, the College recognized pension expense of \$1,190,981. At June 30, 2020, the College reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Description	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 266,942	\$ 26,911
Change of assumptions	2,544,791	1,796,265
Net difference between projected and actual earnings on HIS pension plan investments	14,182	
Changes in proportion and differences between College HIS contributions and proportionate share of HIS contributions	468,592	2,261,887
College contributions subsequent to the measurement date	1,129,619	
Total	\$ 4,424,126	\$ 4,085,063

The deferred outflows of resources totaling \$1,129,619 was related to pensions resulting from College contributions subsequent to the measurement date and will be recognized as a reduction of the net pension liability in the year ended June 30, 2020. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Fiscal Year Ending June 30	Amount
2020	\$ (67,296)
2021	(100,145)
2022	(154,737)
2023	(298,790)
2024	(188,072)
Thereafter	18,483
Total	\$ (790,557)

Actuarial Assumptions. The total pension liability at July 1, 2018, actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.60 percent
Salary Increases	3.25 percent, average, including inflation
Municipal bond rate	3.50 percent, net of pension plan investment

Mortality rates were based on the Generational RP-2000 with Projected Scale BB.

While an experience study had not been completed for the HIS Plan, the actuarial assumptions that determined the total pension liability for the HIS Plan were based on certain results of the most recent experience study for the FRS Plan.

Discount Rate. The discount rate used to measure the total pension liability was 3.50 percent. In general, the discount rate for calculating the total pension liability is equal to the single rate equivalent to discounting at the long-term expected rate of return for benefit payments prior to the projected depletion date. Because the HIS benefit is essentially funded on a pay-as-you-go basis, the depletion date is considered to be immediate, and the single equivalent discount rate is equal to the municipal bond rate selected by the plan sponsor. The Bond Buyer General Obligation 20-Bond Municipal Bond Index was adopted as the applicable municipal bond index. The discount rate used in the 2019 valuation was updated from 3.87 percent to 3.50 percent.

Sensitivity of the College's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate. The following presents the College's proportionate share of the net pension liability calculated using the discount rate of 3.50 percent, as well as what the College's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (2.50 percent) or 1-percentage-point higher (4.50 percent) than the current rate:

	1% Decrease 2.50%	Current Discount Rate 3.50%	1% Increase 4.50%
College's proportionate share of the net pension liability	\$ 25,088,487	\$ 21,977,539	\$ 19,386,471

Pension Plan Fiduciary Net Position. Detailed information about pension plan's fiduciary net position is available in the separately issued FRS Pension Plan and Other State Administered Systems Comprehensive Annual Financial Report.

Payables to the Pension Plan. The College reported a payable of \$149,364 for the outstanding amount of contributions to the HIS Plan required for the fiscal year ended June 30, 2020.

13. Retirement Plans – Defined Contribution Pension Plans

FRS Investment Plan. The SBA administers the defined contribution plan officially titled the FRS Investment Plan (Investment Plan). The Investment Plan is reported in the SBA's annual financial statements and in the State of Florida Comprehensive Annual Financial Report.

As provided in Section 121.4501, Florida Statutes, eligible FRS members may elect to participate in the Investment Plan in lieu of the FRS defined benefit plan. College employees already participating in the State College System Optional Retirement Program or DROP are not eligible to participate in the Investment Plan. Employer and employee contributions are defined by law, but the ultimate benefit depends in part on the performance of investment funds. Service retirement benefits are based upon the value of the member's account upon retirement. Benefit terms, including contribution requirements, are established and may be amended by the Florida Legislature. The Investment Plan is funded with the same employer and employee contributions rates, that are based on salary and membership class (Regular Class, Senior Management Service Class, etc.), as the FRS defined benefit plan. Contributions are directed to individual member accounts, and the individual members allocate contributions and account balances among various approved investment choices. Costs of administering the Investment Plan, including the FRS Financial Guidance Program, are funded through an employer contribution of 0.06 percent of payroll and by forfeited benefits of Investment Plan members. Allocations to the Investment Plan member accounts during the 2018-19 fiscal year were as follows:

<u>Class</u>	<u>Percent of Gross Compensation</u>
FRS, Regular	8.47
FRS, Senior Management Service	25.41

For all membership classes, employees are immediately vested in their own contributions and are vested after 1 year of service for employer contributions and investment earnings regardless of membership class. If an accumulated benefit obligation for service credit originally earned under the FRS Pension Plan is transferred to the Investment Plan, the member must have the years of service required for FRS Pension Plan vesting (including the service credit represented by the transferred funds) to be vested for these funds and the earnings on the funds. Non-vested employer contributions are placed in a suspense account for up to 5 years. If the employee returns to FRS-covered employment within the 5 year period, the employee will regain control over their account. If the employee does not return within the 5 year period, the employee will forfeit the accumulated account balance. For the fiscal year ended June 30, 2019, the information for the amount of forfeitures was unavailable from the SBA; however, management believes that these amounts, if any, would be immaterial to the College.

After termination and applying to receive benefits, the member may rollover vested funds to another qualified plan, structure a periodic payment under the Investment Plan, receive a lump-sum distribution, leave the funds invested for future distribution, or any combination of these options. Disability coverage is provided in which the member may either transfer the account balance to the FRS Pension Plan when approved for disability retirement to receive guaranteed lifetime monthly benefits under the FRS Pension Plan, or remain in the Investment Plan and rely upon that account balance for retirement income.

The College's Investment Plan pension expense totaled \$1,314,849 for the fiscal year ended June 30, 2020.

State College System Optional Retirement Program. Section 1012.875, Florida Statutes, provides for an Optional Retirement Program (Program) for eligible college instructors and administrators. The Program is designed to aid colleges in recruiting employees by offering more portability to employees not expected to remain in the FRS for 8 or more years.

The Program is a defined contribution plan, which provides full and immediate vesting of all contributions submitted to the participating companies on behalf of the participant. Employees in eligible positions can make an irrevocable election to participate in the Program, rather than the FRS, and purchase retirement and death benefits through contracts provided by certain insurance carriers. The employing college contributes 5.15 percent of the participant's salary to the participant's account and 3.50 percent to cover the unfunded actuarial liability of the FRS pension plan for 8.65 percent total, and employees contribute 3 percent of the employee's salary. Additionally, the employee may contribute, by payroll deduction, an amount not to exceed the percentage contributed by the college to the participant's annuity account. The contributions are invested in the company or companies selected by the participant to create a fund for the purchase of annuities at retirement.

The College's contributions to the Program totaled \$552,817 for the 2019-20 fiscal year and employee contributions totaled \$190,037 for the 2019-20 fiscal year.

14. Construction Commitment

The College has one significant construction commitment at June 30, 2020. The College entered into a Guaranteed Energy, Water, and Wastewater Performance Savings Contract for the purpose of installing certain equipment and providing turnkey services designed to reduce energy or water consumption,

wastewater production, energy related operating expenses, long-term maintenance costs and future expenses, temperature and building controls on May 2016. The project has a current commitment of \$20,818,541 with \$19,609,799 spent thru June 30, 2020.

15. Risk Management Programs

The College is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The College provided coverage for these risks primarily through the Florida College System Risk Management Consortium (Consortium), a self-insured program and commercially purchased insurance.

Consortium. The College provided coverage for health and student professional liability insurance through the Consortium which was created under authority of Section 1001.64(27), Florida Statutes, by the boards of trustees of the Florida public colleges for the purpose of joining a cooperative effort to develop, implement, and participate in a coordinated Statewide College risk management program. The Consortium is self-sustaining through member assessments (premiums) and purchases excess insurance through commercial companies for claims in excess of specified amounts.

Self-Insured Program. The Board has established an individual self-insured program to provide workers' compensation coverage for its employees. The College's liability was limited by excess reinsurance to \$500,000 per occurrence for the 2018-19 fiscal year. The program administrator has been approved the Florida Office of Insurance Regulation. An actuarial review has determined a present value of estimated outstanding losses, including incurred but not reported claims, in the amount of \$187,766 discounted at a rate of 3 percent at June 30, 2020.

The following schedule represents the changes in the claims liability for the current and prior fiscal years for the College's self-insured workers' compensation program:

Fiscal Year	Beginning of Fiscal Year	Claims and Changes in Estimates	Claim Payments	End of Fiscal Year
2017-18	643,410	115,203	(298,062)	460,551
2018-19	460,551	77,531	(201,854)	336,228
2019-20	336,228	(75,878)	(72,584)	187,766

Settled claims arising from the risks associated with the self-insured programs have not exceeded coverage (assessed premiums) in any of the past 3 fiscal years.

Commercially Purchased Insurance. The College's insurance coverage for property, boiler and machinery, general liability, automobile liability, aircraft, builder's risk, flood, athletic, cyber security, employee faithful performance, employee benefits coverages, and errors and omissions was obtained through commercially purchased insurance. The College has reserved \$3.8 million of its unrestricted net position in recognition that student fees may need to be refunded in the event of a natural disaster. Additionally, the College has set aside \$16 million of its restricted for capital projects net position, in recognition of its property damage deductibles and related operating and property damage costs that may be incurred in the event of a natural disaster.

Settled claims arising from these risks have not exceeded coverage in any of the past three fiscal years.

16. Functional Distribution of Operating Expenses

The functional classification of an operating expense (instruction, academic support, etc.) is assigned to a department based on the nature of the activity, which represents the material portion of the activity attributable to the department. For example, activities of an academic department for which the primary departmental function is instruction may include some activities other than direct instruction such as public service. However, when the primary mission of the department consists of instructional program elements, all expenses of the department are reported under the instruction classification. The operating expenses on the statement of revenues, expenses, and changes in net position are presented by natural classifications. The following are those same expenses presented in functional classifications as recommended by NACUBO:

<u>Functional Classification</u>	
Instruction	\$ 59,481,875
Public Service	-
Academic Support	26,955,716
Student Service	23,692,026
Institutional Support	24,969,748
Operation and Maintenance of Plant	21,020,013
Scholarships and Waivers	35,246,444
Depreciation	12,306,749
Auxiliary Enterprises	702,446
Total Operating Expenses	\$ 204,375,016

OTHER REQUIRED SUPPLEMENTARY INFORMATION

Total OPEB Liability and Related Ratios

	Fiscal Year Ending		
	2019	2018	2017
Total OPEB Liability			
Service Cost at End of Year	\$ 105,470	\$ 108,399	\$ 117,068
Interest	71,931	66,777	59,188
Changes in benefit terms	-	-	-
Difference between expected and actual experience	52,734	-	-
Changes in assumptions or other inputs	437,783	(71,323)	(133,819)
Benefit payments	(117,274)	(124,583)	(141,574)
Other	-	-	-
Net change in Total OPEB Liability	\$ 550,644	\$ (20,730)	\$ (99,137)
Total OPEB Liability - beginning	\$ 1,916,763	\$ 1,937,493	\$ 2,036,630
Total OPEB Liability - ending	\$ 2,467,407	\$ 1,916,763	\$ 1,937,493
Covered-employee payroll	\$ 62,780,073	\$ 70,217,223	\$ 67,942,886
Total OPEB Liability as a percentage of covered-employee payroll	3.93%	2.73%	2.85%

**Schedule of the College's Proportionate Share
of the Net Pension Liability –
Florida Retirement System Pension Plan**

	2019(1)	2018(1)	2017(1)	2016(1)	2015(1)	2014(1)	2013(1)
College's proportion of the FRS net pension liability	0.133550053%	0.138990080%	0.146378500%	0.141601614%	0.166822668%	0.176456970%	0.164149500%
College's proportionate share of the FRS net pension liability	\$ 45,992,779	\$ 41,864,533	\$ 43,297,778	\$ 35,754,519	\$ 21,547,385	\$ 10,766,470	\$ 28,257,435
College's covered-employee payroll (2)	\$ 72,860,705	\$ 74,107,379	\$ 76,248,123	\$ 71,270,974	\$ 75,901,140	\$ 79,318,686	\$ 78,081,652
College's proportionate share of the FRS net pension liability as a percentage of its covered-employee payroll	63.12%	56.49%	56.79%	50.17%	28.39%	13.57%	36.19%
FRS Plan fiduciary net position as a percentage of the total pension liability	82.61%	84.26%	84.89%	84.88%	92.00%	96.09%	88.54%

Notes: (1) The amounts presented for each fiscal year were determined as of June 30.

(2) Covered-employee payroll includes defined benefit plan actives, investment plan members, and members in DROP because total employer contributions are determined on a uniform basis (blended rate) as required by Part III of Chapter 121, Florida Statutes.

**Schedule of College Contributions –
Florida Retirement System Pension Plan**

	2020(1)	2019(1)	2018(1)	2017(1)	2016(1)	2015(1)	2014(1)
Contractually required FRS Contribution	\$ 4,177,700	\$ 4,570,422	\$ 4,014,652	\$ 3,857,239	\$ 3,453,181	\$ 4,067,278	\$ 3,865,156
FRS contributions in relation to the contractually required contribution	(4,177,700)	(4,570,422)	(4,014,652)	(3,857,239)	(3,453,181)	(4,067,278)	(3,865,156)
FRS contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
College's covered-employee payroll	\$ 74,442,982	\$ 72,860,705	\$ 74,107,379	\$ 76,248,123	\$ 71,270,974	\$ 75,901,140	\$ 79,318,686
FRS contributions as a percentage of covered-employee payroll	5.61%	6.27%	5.42%	5.06%	4.85%	5.36%	4.87%

Notes: (1) The amounts presented for each fiscal year were determined as of June 30.

(2) Covered-employee payroll includes defined benefit plan actives, investment plan members, and members in DROP because total employer contributions are determined on a uniform basis (blended rate) as required by Part III of Chapter 121, Florida Statutes.

**Schedule of the College's Proportionate Share
of the Net Pension Liability –
Health Insurance Subsidy Pension Plan**

	2019(1)	2018(1)	2017(1)	2016(1)	2015(1)	2014(1)
College's proportion of the HIS net pension liability (asset)	0.196420953%	0.202801487%	0.212974381%	0.204816018%	0.219895113%	0.228590620%
College's proportionate share of the HIS net pension liability (asset)	\$ 21,977,539	\$ 21,464,737	\$ 22,772,203	\$ 23,870,458	\$ 22,425,843	\$ 21,373,781
College's covered-employee payroll	\$ 65,882,789	\$ 66,406,582	\$ 68,558,800	\$ 62,713,460	\$ 66,169,173	\$ 68,596,419
College's proportionate share of the HIS net pension liability (asset) as a percentage of its covered-employee payroll	33.36%	32.32%	33.22%	38.06%	33.89%	31.16%
FRS Plan fiduciary net position as a percentage of the total pension liability	2.63%	2.15%	1.64%	0.97%	0.50%	0.99%

Notes: (1) The amounts presented for each fiscal year were determined as of June 30.

(2) Covered-employee payroll includes defined benefit plan actives, investment plan members, and members in DROP.

**Schedule of College Contributions –
Health Insurance Subsidy Pension Plan**

	2020(1)	2019(1)	2018(1)	2017(1)	2016(1)	2015(1)	2014(1)
Contractually required HIS contribution	\$ 1,129,619	\$ 1,093,654	\$ 1,102,349	\$ 1,138,076	\$ 1,041,043	\$ 840,576	\$ 783,075
HIS contributions in relation to the contractually required contribution	(1,129,619)	(1,093,654)	(1,102,349)	(1,138,076)	(1,041,043)	(840,576)	(783,075)
HIS contribution deficiency (excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
College's covered-employee payroll	\$ 68,049,331	\$ 65,882,789	\$ 66,406,582	\$ 68,558,800	\$ 62,713,460	\$ 66,169,173	\$ 68,596,419
HIS contributions as a percentage of covered-employee payroll	1.66%	1.66%	1.66%	1.66%	1.66%	1.27%	1.14%

Notes: (1) The amounts presented for each fiscal year were determined as of June 30.

(2) Covered-employee payroll includes defined benefit plan actives, investment plan members, and members in DROP.

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

202100298

INFORMATION ITEM I – D.

Subject:	Finance: Annual Property Inventory Report
Meeting Date:	November 10, 2020

INFORMATION: The College’s annual property inventory report for the period ending June 30, 2020 is presented to the District Board of Trustees for information.

BACKGROUND: The District Board of Trustees is authorized to adopt rules, procedures and policies regarding College property by Florida Statute 1001.64(4) (b) and is charged with the responsibility for control of College owned tangible personal property by Section 1001.64(5) Florida Statutes. Tangible personal property is defined as assets that are moveable with a useful life greater than one year and non-consumable. A physical inventory of all College owned tangible personal property is conducted annually.

Board Rule 6Hx 7-4.15(2), Safeguarding and Disposition of Property, indicates that property on the College inventory with a net book value of five thousand dollars (\$5,000.00) shall first be declared surplus to the needs of the College or declared cannibalized, lost, stolen, damaged or missing-at-inventory by the Vice President of Business Services or Associate Vice President of Finance. During Fiscal Year 2019-20, none of the assets surveyed for disposal had a net book value of \$5,000 or more. Board Rule 6Hx 7-4.15(2) requires the College to submit to the Board an annual property report information agenda item including deletion of property with a net book value of less than five thousand dollars (\$5,000) in accordance with Sections 274.05 and 274.06 of the Florida Statutes.

RATIONALE: The results of the College’s physical inventory of tangible personal property for the period ending June 30, 2020 are shown in the attached chart. The College has \$36,575,525.97 (at original acquisition cost) in total assets with \$27,577.49 (0.08 percent) reported as unable to be located, lost, or stolen. For the period ending June 30, 2020, none of the capitalized assets reported as unable to locate or stolen had a net book value of \$5,000 or more.

The attached chart of missing property from 2001 to 2020 indicates the College inventory process is stable and demonstrates excellent control with twenty consecutive years with better than 99.8% accuracy. The fiscal year 2020 was at 99.9% accuracy.

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

**Overall College Physical Inventory Analysis of Tangible Personal Property by Year
(% of Acquisition Value of Unable to Locate or Stolen)**

