



FSCJ DBOT Regular Meeting August 2025

FSCJ Administrative Offices, Board Room 405


501 West State Street

Jacksonville, FL, 32202

August 5, 2025

MEMORANDUM

TO: Florida State College at Jacksonville
District Board of Trustees

FROM: John Avendano, Ph.D.
College President 

RE: August 2025 Board Agenda

Enclosed please find materials in support of the August 12, 2025, Board meeting.

All meetings of the Board will be held at the College's Administrative Offices, 501 West State Street, Jacksonville, FL 32202.

The Board Workshop on the topic listed below will convene from noon – 1 p.m. in Room 403A. The Board Regular Meeting will begin at 1 p.m., Board Room 405.

- District Board of Trustees Governance Structure

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
August 12, 2025 – 1 p.m.
Administrative Offices, Board Room 405

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. Those who wish to address the Board are required to complete a Public Comment Request form* prior to the meeting. Requesters 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 MAY 20, 2025, DISTRICT BOARD OF TRUSTEES DEEP DIVE BUDGET WORKSHOP (p. 6-10)

MINUTES OF THE JUNE 10, 2025, DISTRICT BOARD OF TRUSTEES WORKSHOP (p.11-14)

MINUTES OF THE JUNE 10, 2025, DISTRICT BOARD OF TRUSTEES REGULAR MEETING (p. 15-35)

REPORT OF THE COLLEGE PRESIDENT

STRATEGIC PROGRAMMATIC DISCUSSION

CONSENT AGENDA

Trustees may remove item(s) from the Consent Agenda for individual consideration under Action Items.

1. Purchasing: Tree & Vegetation Debris Removal Services (p. 36)
2. Facilities: Certificate of Final Inspection for the South Campus – Parking Lot Lighting Retrofit (p. 37)

ACTION ITEMS

1. Approval of Consent Agenda (p. 38)
2. Human Resources: Salary Increase (p. 39)
3. Administration: Performance Evaluation – Dr. John Avendano, College President (p. 40)
4. Administration: Performance Incentive – Dr. John Avendano, College President (p. 41)
5. Office of General Counsel: College President's Contract of Employment; Amendment Seven (p. 42-45)
6. Purchasing: HVAC Delivery Order/Job Order Contracting Services (p. 46)
7. Finance: Fiscal Year 2025-26 Operating Budget Amendment No. 1 (p. 47-48)
8. Academic Affairs: Activation of Building Construction Specialist Technical Certificate Program (p. 49)
9. Academic Affairs: Activation of Child Care Center Management Specialization Technical Certificate Program (p. 50)

Subject: FSCJ DBOT Regular Meeting
August 12, 2025, Board Agenda
(Continued)

10. Academic Affairs: Activation of Digital Media Foundations Technical Certificate Program (p. 51)
11. Academic Affairs: Activation of Early Childhood Education Associate in Science Program (p. 52)
12. Academic Affairs: Activation of Information Technology Foundations Technical Certificate Program (p. 53)
13. Academic Affairs: Activation of Office Administration Foundations Technical Certificate Program (p. 54)
14. Academic Affairs: Inactivation of Advanced Network Virtualization Technical Certificate Program (p. 55)
15. Academic Affairs: Inactivation of Early Childhood Management Associate in Science Program (p. 56)
16. Academic Affairs: Inactivation of Courses Not Taught Within Five Years (p. 57-58)

INFORMATION ITEMS

Trustees may request discussion of the Information Items.

- A. Human Resources: Personnel Actions (p. 59-60)
- B. Purchasing: Purchase Order Over \$195,000 (p. 61-62)
- C. Facilities: Change Orders – South Campus – ARP Act – Restroom Renovation, Building T, 1st Floor (p. 63-64)
- D. Facilities: Change Orders – South Campus – Parking Lot Lighting Retrofit Project (p. 65-66)

REPORT OF THE BOARD CHAIR

REPORTS OF TRUSTEES

REPORT OF THE BOARD LIAISON, FSCJ FOUNDATION BOARD OF DIRECTORS

ORGANIZATION OF THE BOARD

- A. **ELECTION OF OFFICERS**
 1. Chair
 2. Vice Chair for Duval County
 3. Vice Chair for Nassau County
- B. **APPROVAL OF MEETING SCHEDULE FOR FY 2025-26** (p. 67-68)
- C. **LIAISON & COMMITTEE APPOINTMENTS FOR FY 2025-26**
 1. Appointment of Liaison – Florida State College at Jacksonville Foundation Board of Directors
 2. Appointment of Committee Members – Finance & Audit Committee

Subject: FSCJ DBOT Regular Meeting
August 12, 2025, Board Agenda
(Continued)

REPORT OF THE ADMINISTRATIVE AND PROFESSIONAL COLLABORATIVE (Written report provided by Ashli Archer)

REPORT OF THE CAREER EMPLOYEES COUNCIL (Report provided by Rebecca Nelson)

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

REPORT OF THE STUDENT GOVERNMENT ASSOCIATION (Written report provided by Vlad Sadouski)

NEXT MEETING

The next regular meeting of the Board is scheduled for Tuesday, September 9, 2025, at the College's Administrative Offices, 1 p.m.

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>.

**Florida State College at Jacksonville
District Board of Trustees
Minutes of the May 20, 2025, Deep Dive Workshop – Budget
Deerwood Center, Room B-1204**

PRESENT:

O. Wayne Young, Chair
Roderick D. Odom, Vice Chair, Nassau County
Andrew B. Shaw, Vice Chair, Duval County
Michael M. Bell
Thomas R. McGehee, Jr.

ABSENT:

None

CALL TO ORDER:

Chair Wayne Young called the meeting to order at noon and welcomed those in attendance.

**WELCOME/
INTRODUCTIONS:**

College President John Avendano Ph.D. welcomed all those in attendance, noting that today's agenda was centered on two topics. He introduced Chief Investment & Advancement Relations Officer Cleve Warren, who will present the Board with a review of the College's Investment Performance as well as introduce the other presenters, followed by Vice President of Finance and Administration Dr. Wanda Ford and Associate Vice President for Administrative Services Steve Stanford providing Trustees with a comprehensive overview of FSCJ's 2025-26 Budget.

**INFORMATION/
DISCUSSION:**

**A. Investment Performance
Review:**

Chief Investment & Advancement Relations Officer Cleve Warren, PFM Asset Management LLC Institutional Sales & Relations Managers Datnilza Metz and Matthew DiNallo provided the Board with a review of the College's Investment Performance for the quarter ended March 31, 2025. The review included information pertaining to the following:

- Current Market Themes:
 - U.S. Economy.
 - Federal Reserve.
 - Treasury Yields.
- Policy Changes Increase Consumer Uncertainty:
 - Number of Executive Orders Signed in First Month of Term.
 - Consumer Sentiment Index.
 - Expected Change in Prices During Next Year.
- Tariffs Have Broad Economic Implications:
 - Effective Tariff Rate.

- Tariff Implications:
 - Inflation.
 - Economic Impact.
 - Tariff Revenues.
 - Consumer Spending.
- Tariffs Drive Growth Expectations Lower:
 - U.S. Trade Balance.
 - U.S. Gross Domestic Product (GDP) Forecasts.
- The Fed’s Dual Mandate Gets More Complicated:
 - Core Consumer Price Index (CPI).
 - Unemployment Rate.
- Federal Employment Remains a Focus:
 - Monthly Change in Nonfarm Payrolls:
 - Private Ex Health Care & Education.
 - Health Care & Education.
 - Government.
 - Proportion of Monthly Separations:
 - Job Openings & Labor Turnover Survey.
- Fed’s Latest “Dot Plot” Shows No Change to Median Projection.
- Fed Participants’ Assessments of “Appropriate” Monetary Policy.
- Treasury Yields Lower on Tariff Concerns:
 - 2-Year U.S. Treasury Yield.
- Treasury Yields Lower Across the Curve:
 - U.S. Treasury Yield Curve.
- Portfolio Snapshot – FSCJ Operating Fund:
 - Portfolio Statistics.
 - Sector Allocation.
 - Credit Quality – Standards & Poor’s (S&P).
 - Duration Distribution.
- Sector Allocation Analytics.
- Portfolio Performance:
 - Market Value Basis Earnings.
 - Total Dollar Return.
 - Base Point Fee.
- Portfolio Snapshot – FSCJ Quasi Endowment Fund:
 - Executive Summary.

- Aggregate Asset Allocation:
 - Current Asset Allocation.
 - Target Asset Allocation.
- Asset Allocation & Performance:
 - Total Fund.
 - Domestic Equity.
 - International Equity.
 - Fixed Income.
 - Cash Equivalents.

Chair Young asked if there were any questions or comments by the Board related to the College's Investment Performance Review. There was discussion by the Board relating to investment portfolio perimeters, timely decisions, asset performance, market teams/portfolio managers, sector allocations, portfolio directives, surplus funds, tariff strategies and market reactions.

President Avendano thanked PFM Associates Metz and DiNallo for taking time from their busy schedules to attend today's workshop and sharing information with the Board.

B. 2025-26 Budget Overview: Vice President of Finance and Administration Dr. Wanda Ford and Associate Vice President for Administrative Services Steve Stanford provided the Board with a comprehensive overview of the College's proposed Operating Budget for 2025-26. The presentation included information pertaining to the following:

- FY 2025-26 Budget Highlights:
 - Legislative Context.
 - Financial Outlook.
 - FY 2025-26 Budget Assumptions.
 - Accomplishments.
 - Operating Budget Overview.
 - Operating Budget Highlights.
- Budget Planning Process.
- Operating Fund Budget.
- Financial Objectives.
- Budget Overview.
- Current Year Budget Changes.
- 2025-26 Budget Summary.

- 2025-26 Revenue Budget.
- Revenue Overview, to include: Tuition & Fees, State Appropriation and Other Revenue.
- Expense Budget Categories, to include: Personnel Expense, Current Expenses and Equipment.
- 2025-26 Expense Budget Snapshot.
- 2025-26 Operating Expenditures by Type and Function.
- 2024-25 End-of-Year Projected Reserves.
- Capital Outlay Budgets.
- Capital Outlay Projects.

Chair Young asked if there were any questions or comments by the Board related to FSCJ's 2025-26 proposed budget. There was discussion by the Board relating to tuition rate and course fees, budget challenges, cost of education, controlling costs, accumulated inflation, projected enrollment, proposed budget expenses, workforce education growth, operating expenditures, year-end reserves, deferred maintenance and capital outlay projects. The Trustees applauded Vice President Ford and her team for their approach and great planning of the College's funds.

President Avendano thanked Vice President Ford and Associate Vice President Stanford for their thorough presentation of the College's 2025-26 Budget and Trustees in-depth discussion.

TOUR OF FSCJ
DEERWOOD CENTER:

Chair Young announced that following today's workshop Trustees would be provided with a guided tour of the College's Deerwood Center. He asked Trustees to remain if they were available to attend the tour.

ADJOURNMENT:

There being no further business, Chair Young declared the workshop adjourned at 1:42 p.m.

TOUR OF FSCJ
DEERWOOD CENTER:

Deerwood Center Dean Rusty Gardner, Jr. and Executive Director of Campus Operations, Events and Special Projects Cameron Fansher led the Trustee tour of the TV Studio, Nursing labs, Library Learning Commons and the University of North Florida space. President Avendano, Chair Young and Trustees Michael Bell, Thomas McGehee, Jr., Roderick Odom and Andrew Shaw were in attendance.

There were no decisions made while the tour was conducted. The tour convened from 1:48 – 2:50 p.m.

APPROVAL OF MINUTES:

Chair, District Board of Trustees

Executive Secretary, District Board of Trustees

Submitted by: Kimberli Sodek, Administration Support Manager – Office of the College President

**Florida State College at Jacksonville
District Board of Trustees
Minutes of the June 10, 2025, Workshop
Administrative Offices, Room 403A, Noon**

PRESENT:

O. Wayne Young, Chair
Roderick D. Odom, Vice Chair, Nassau County
Andrew B. Shaw, Vice Chair, Duval County

ABSENT:

Michael M. Bell
Thomas R. McGehee, Jr.

CALL TO ORDER:

Chair Wayne Young called the meeting to order at 12:01 p.m. and welcomed those in attendance.

**WELCOME/
INTRODUCTIONS:**

College President John Avendano, Ph.D. welcomed all those in attendance, and shared that today's agenda had three discussion topics. The first item will be a brief overview of the Board's Self-Evaluation process presented by Associate Vice President of Institutional Effectiveness Dr. Jerrett Dumouchel. The second item provides the Board with an overview of the College President's evaluation process presented by Chief Human Resource Officer Mark Lacey. The final workshop item provides the Board with an update on FSCJ's Campaign with the presenter being Vice President of Institutional Advancement and Executive Director of the FSCJ Foundation Scott Evans.

**INFORMATION/
DISCUSSION:**

A. FSCJ District Board of Trustees (DBOT) Self-Evaluation Process:

Associate Vice President of Institutional Effectiveness Dr. Jerrett Dumouchel provided the Board with an overview of the DBOT's Self-Evaluation process and tool. The overview included information pertaining to the following:

- Well-rounded Online Tool Survey – No Change.
- DBOT Self-Evaluation Online Tool Survey – Completion Time Approximately 15 Minutes.
- DBOT Self-Evaluation Online Tool Survey Link – Provided to Trustees by Board Liaison Kimberli Sodek following today's Workshop, June 10, 2025.
- DBOT Self-Evaluation Proposed Plan – Due Date June 20.
- DBOT Self-Evaluation Survey Results – Present to Trustees at their July 2025 DBOT Deep Dive Workshop (DDW).

Chair Young asked if there were any questions or comments by the Board related to the DBOT's Self-Evaluation process and/or online tool survey. There was discussion by the Board regarding the accrediting

body – Higher Learning Commission (HLC), HLC’s standards, best practices, application timeline and the continuation of the DBOT’s Self-Evaluation process.

B. College President’s
Evaluation Process:

Chief Human Resource Officer (CHRO) Mark Lacey provided Trustees with an overview of the College President’s evaluation process and the electronic evaluation instrument. The overview included information pertaining to the following:

- College President’s Evaluation Instrument – Same Format and Process.
- College President’s Evaluation Electronic Instrument – Provided to Trustees by Board Liaison Sodek following today’s Workshop, June 10, 2025.
- College President’s Evaluation Proposed Plan – Due Date June 20.
- College President’s Evaluation Summary Results – Present to Trustees at their July 2025 DBOT DDW.
- Preparation of July 2025 DBOT DDW, to include Consideration of Performance Incentive and Contract Modifications/Amendments.
- Preparation of August 2025 DBOT Regular Meeting, to include drafting of Board Agenda Items.

CHRO Lacey reminded Trustees the electronic evaluation instrument should be returned to his attention. However, the instrument may also be returned to Board Liaison Sodek, whichever is easiest for the members.

Additionally, prior to the July 2025 DBOT DDW, the Board will receive a summary of both the Board’s Self-Evaluation survey and President’s evaluation instrument. This will allow Trustees time to review the documents prior to the workshop.

Chair Young asked if there were any questions or comments by the Board related to the College President’s evaluation process and electronic evaluation instrument, and there were none.

C. Campaign Update:

Vice President of Institutional Advancement and Executive Director of the FSCJ Foundation Scott Evans provided Trustees with an update of FSCJ’s Campaign. The update included information pertaining to the following:

- Transforming Tomorrow Together:
 - Progress to Goal.
 - Assignments, Cultivations and Closings.

- Needs Definition and Product Development.
 - Stewardship Now.
 - Training on June 25, 2025.
- Naming and Donor Recognition Policy:
 - What and Why?
 - Key Provisions.
 - Foundation Policy on this Matter.
- 2023-24 Foundation Audit:
 - Clean Audit – No Findings.
 - Governmental Accounting Standards Board (GASB) to Financial Accounting Standards Board (FASB).
 - Mentions.
 - Management Letter.
 - Next Year.
- Strengthening the Foundation:
 - Nine Fiscal, Governance and Member Policies.
 - Bylaws.
 - 10-12 Prospective Members.
 - Two Associate Vice President Searches.
 - New Budget Format/Cashflow System.
 - Outsourced Chief Investment Officer.
 - Alumni Relations Plan.
 - Gift Agreement.
- Campaign Report Card:
 - Cumulative Campaign Giving.
 - Fundraising by Key Initiatives.
 - Total Giving by Campaign Priorities.
 - Number of Donors by Year and Month.
 - Planned Gift.
 - Top Performing Funds by Gift Amount.
 - Top Number of Gifts by Fund.
 - Amount of Giving by Constituency Groups.
 - Number of Donors Giving by Constituency Groups.

Chair Young asked if there were any questions or comments by the Board related to the College's Campaign update. There was discussion by the Board regarding current campaign potential, commitments/pledges, campaign strategy, top priorities, campaign cycle, benchmarks

and goal line, profiles assigned, sequence of naming policy and monumental thresholds, prospect research, alumni relations and asset management/investment provider – Commonfund.

President Avendano thanked everyone for their involvement in today's workshop. He shared with Trustees if there are any follow-up questions/concerns to today's presentations to please feel free to reach out to him directly and/or contact him through Board Liaison Sodek.

ADJOURNMENT:

There being no further business, Chair Young declared the workshop adjourned at 12:52 p.m.

APPROVAL OF MINUTES:

Chair, District Board of Trustees

Executive Secretary, District Board of Trustees

Submitted by: Kimberli Sodek, Administration Support Manager – Office of the College President

**Florida State College at Jacksonville
District Board of Trustees
Minutes of the June 10, 2025, Regular Meeting
Administrative Offices, Board Room 405, 1 p.m.**

PRESENT:

O. Wayne Young, Chair
Roderick D. Odom, Vice Chair, Nassau County
Andrew B. Shaw, Vice Chair, Duval County

ABSENT:

Michael M. Bell
Thomas R. McGehee, Jr.

CALL TO ORDER:

Chair Wayne Young called the meeting to order at 1:03 p.m. and welcomed those in attendance.

PLEDGE:

Chair Young led the Pledge of Allegiance.

**COMMENTS BY THE
PUBLIC:**

Chair Young 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, noting that consideration of today's Action Items would also constitute a public hearing under the Administrative Procedures Act. Therefore, any comments regarding the revised Board Rules should also be made at this time.

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

MINUTES:
(Ref. Board Agenda for
June 10, 2025; Pages 5 – 36)

Chair Young noted in efficiency of time, he would like to entertain a motion to approve the Florida State College at Jacksonville (FSCJ) District Board of Trustees (DBOT) minutes as presented on pages 5 – 36: The April 8, 2025, Finance & Audit Committee Quarterly Meeting, on agenda pages 5 – 7; April 8, 2025, Workshop, on agenda pages 8 – 12; and April 8, 2025, Regular Meeting, on agenda pages 13 – 36.

MOTION: (Shaw – Odom) The motion was made to approve the FSCJ DBOT minutes as presented on pages 5 – 36, from the April 8, 2025, Finance & Audit Committee Quarterly Meeting; April 8, 2025, Workshop; and April 8, 2025, Regular Meeting, as recommended.

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

Motion carried unanimously.

REPORT OF THE COLLEGE
PRESIDENT:

- Commencement Recap: College President John Avendano, Ph.D. shared with the Board a recap relating to FSCJ’s Commencement:
- He thanked everyone for their support and participation in Commencement 2025 on Wednesday, May 7 at the VyStar Veterans Memorial Arena.
 - There were more than 1,600 registered graduates. The College awarded more than 5,400 degrees and certifications within the 2024-25 academic year with some students earning more than one degree/certificate. This brings FSCJ’s total number of alums to over 175,000 for our history. Of the 5,400 grads – 883 received bachelor’s degrees, 1,875 were associate in arts degrees and 846 were associate in science degrees. Additionally, 190 high school students completed the dual enrollment program.
 - For the first time, the College was also pleased to celebrate 80 Adult Ed program graduates during the ceremony.
- Golf Tournament Recap: President Avendano shared with the Board a recap relating to FSCJ’s Golf Tournament:
- The annual FSCJ Foundation Golf Classic was held on April 28 at Queens Harbour Yacht & Country Club. Each year, this event showcases FSCJ athletes and its athletic programs with business and community partners.
 - It was another great weather day and FSCJ had support from its student volunteers and sponsors: Presenting Sponsor First Florida Credit Union, along with sponsorship from PQH Group, Chiller Medic, Warden Construction, Nimnicht Chevrolet and Bhide and Hall Architects.
 - FSCJ was able to raise \$13,000 for its athletics department, and were very happy for that success. The College also had the good fortune to introduce one of its regular donors to the golf outing for the first time, and the donor decided to give FSCJ an additional \$10K for athletics. This raised the net total to \$23K. FSCJ looks forward to the event again next year.
- Meetings with City Council Members: President Avendano shared with the Board information relating to Meetings with City Council Members:
- As part of the Jaguars stadium deal, the City has committed \$40M in funding for a Community Benefits Agreement focusing on workforce development, homelessness, and affordable housing initiatives throughout the city. That

\$40M will be spread out over the next 30 years. He believes FSCJ will be called upon for much of the monies dedicated for Workforce Development.

- However, the City is also including \$1M per Council district to use for “programs or projects that positively impact the community.”
- He thanked FSCJ’s Director of Government and Community Relations Taylor Mejia Roberts for her efforts, noting he will meet with members of Jacksonville’s City Council to see how FSCJ can fit into the work of the Community Benefits Agreement.
- He met recently with Council Member Michael Boylan and Council President Randy White. Additional meetings are being scheduled with other Council members throughout the summer. The College has a verbal commitment for workforce programs from one city councilmember for a sizeable gift.
- The discussions have focused on training and educational opportunities for residents within their districts as well as educating the members on the EmpowerED model, mobile training unit, and a promise program for graduating high school seniors.

Commissioner’s Joint Meeting:

President Avendano shared with the Board information relating to the 2025 Commissioner’s Summit:

- He thanked FSCJ DBOT Chair Wayne Young for his time and engagement last week, noting he and Chair Young attended the third annual Commissioner’s Joint Meeting in Miami at Miami Dade College.
- Florida Commissioner of Education Manny Diaz, Jr. and Florida’s next Education Commissioner Anastasios Kamoutsas convened all the State College Presidents, University Presidents and Superintendents, along with all the Board Chairs to discuss statewide issues.
- The group was surprised by Florida Governor Ron DeSantis, who opened the meeting on Thursday, June 5, 2025.

Florida Department of Governmental Efficiency (DOGE) Update:

President Avendano shared with the Board an update relating to Florida DOGE:

- He shared that the College had been directed to complete information for the State as part of the Florida DOGE process.

- FSCJ has gone through two cycles thus far, and understand there will be another round in the near future.
- He thanked the FSCJ Team, led by Vice President of Finance and Administration Dr. Wanda Ford and Associate Vice President of Administrative Services Steve Stanford for pulling together the information requested. The College had an army of people pulling the information together, often in very short windows of time.
- FSCJ has now submitted extensive information and responses to two questionnaires. The areas have included facilities, expenditures from our budgets, IT expenditures, lobbying practices, staffing, Foundation information, and of course any expenditures on Diversity, Equity and Inclusion (DEI), if they are still occurring. At this time, the College has not received any responses or additional requests following a review of our submissions.
- FSCJ continues to feel very comfortable with where we are, however, the College will wait to see what comes from the review.

Kent Campus Interchange and Roundabout:

President Avendano shared with the Board information relating to the College's Kent Campus Interchange and Roundabout:

- He informed the Board that FSCJ has been approached by The Florida Department of Transportation (FDOT) regarding the safety around our Kent Campus. FDOT is proposing a roundabout at the intersection of Park Street, Blanding Boulevard and the College's Kent Campus – Park Street entrance, which would be reconfigured.
- FDOT has presented a preliminary design concept for the intersection requesting the College's support. The plan has this project scheduled to begin in fall 2026 to be completed in July 2027.
- The FDOT contact has identified the College property they would seek to acquire based on the new street right-of-way. In addition, temporary construction easements will be required to complete the planned work.
- Based on the preliminary design, the roundabout would re-establish the FDOT right-of-way and will be maintained by either FDOT or City of Jacksonville (COJ).
- Arcadis has been selected as the design consultant and FDOT has begun discussions with COJ, which will transition to meeting with community leaders as the design process continues.

- Further discussions with FDOT, COJ and possibly the Avondale community will continue as the project start approaches.

BibliU Transition:

President Avendano shared with the Board information relating to the College's BibliU Transition:

- The College is shifting from Follett to BibliU for our bookstore services. A leadership team and various subcommittees on Course Materials, Technology and Integration, Services, Marketing and Communications, Inventory, Personnel and Facilities are supporting the transition.
- Some of the changes include a shift from five brick-and-mortar bookstores to three, with the closure of the stores at Deerwood Center and Kent Campus.
- Moving forward, students from these locations can pick up their materials at South Campus. FSCJ is also working with BibliU to have some pop-up stores on the campuses without a brick-and-mortar bookstore during high traffic times – leading up to the start of each term.
- Follet's last day of customer-facing business is July 11, 2025, and the stores will reopen under BibliU's management on July 28.

Legislative Update:

President Avendano asked Director of Government and Community Relations Taylor Mejia Roberts to provide a legislative update.

Director Mejia Roberts shared with the Board information relating to Legislative Update:

- The legislative session did not conclude on schedule in early May 2025. While the Legislature was inactive during most of May, members reconvened in Tallahassee last week to resume budget negotiations.
- A major point of contention between the Governor and the Legislature is the reduction of both property and sales taxes. The proposed tax cuts require a slimmer state budget to accommodate the revenue reductions.
- The Public Education Capital Outlay (PECO) list was released yesterday. FSCJ is listed to receive \$1.75 million for the Burn Building project – 50% of the \$3.5 million originally requested:

- The Burn Building project has strong community backing, with support from Council President Randy White (former Fire Chief), JAX Chamber President Daniel Davis and Jacksonville Fire Chief Keith Powers, all of whom are actively advocating in Tallahassee.
- It is currently unclear whether a “sprinkle list” (supplemental funding list) will be created this year. However, there is hope the project could be included to receive the full \$3.5 million.
- Regarding Florida College System (FCS) program funding:
 - The original House proposal included \$40 million in increased program funding, while the Senate proposed \$100 million.
 - As of last week’s budget offers, both chambers are now aligned on \$60 million in increased program funding.
 - This funding is currently classified as recurring, meaning it would be rolled into the base allocation for next year’s budget.
- Deferred maintenance funding remains unresolved:
 - The House’s original budget proposal included \$97 million for deferred maintenance across the FCS.
 - The Senate has not yet made an offer that includes any maintenance funding for the college system.
- There are unconfirmed reports that college system health insurance funding may be included somewhere within the Department of Management Services (DMS) budget, but this has not been verified.

Data Dashboard:

President Avendano shared with the Board information relating to the June 2025 Data Dashboard/high-level view of the institutional data sets:

- Summer Term College Credit Enrollment:
 - Positive variance of 8.1% credit hours for summer 2025 over summer 2024.
 - Positive variance of 2.8% compared to the same day in the enrollment cycle for Summer Term 2025 relating to clock hour enrollment.
- Spotlight on Four Programs that Align with Life Sciences:
 - Nursing B.S. and A.S.;
 - Dental Hygiene B.S.;
 - Radiography A.S.; and
 - Dual Enrollment.

- Finance Report shows actual revenues and expenditures compared to budget for the period ending April 30, 2025 over April 30, 2024:
 - Unrestricted fund revenues were up approximately \$3.7 million compared to prior year, primarily due to an increase in student fee revenues.
 - Expenditures were up approximately \$5.3 million, due to an increase in personnel expenses.
 - The restricted fund revenues and expenditures reflect both student and grant activities:
 - Revenues from restricted fund revenues decreased by \$1.1 million in year-over-year comparisons. Expenditures decreased by about \$4.3 million, primarily in current expenses and capital outlay. Year-to year differences are attributed to varying grant types and cycles.
- Grants Report:
 - For the 2024-25 award year, FSCJ received almost \$16.6 million in grants.
 - The total received for the 2023-24 fiscal year was \$11.6 million.

2025 Student Success Report: President Avendano shared with the Board the 2025 FSCJ Student Success Report was at each Board member’s seat. He thanked Associate Vice President Dr. Jerrett Dumouchel and team for brining the report forward.

STRATEGIC PROGRAMMATIC DISCUSSION: Chair Young asked if there were any questions or comments by the Board related to President Avendano’s Report, Data Dashboards and/or any other College Strategic matters, and there were none.

CONSENT AGENDA:
(Ref. Board Agenda for June 10, 2025; Items 1 through 6, Pages 37 – 42) Chair Young noted the Trustees had fully reviewed the Consent Agenda items prior to today’s meeting, and any questions/concerns regarding agenda items were addressed and resolved in advance of the Board meeting. He then asked if there were any items the Trustees wished to remove from the Consent Agenda for individual consideration/discussion under Action Items, and there were none.

ACTION ITEMS:
(Ref. Board Agenda for June 10, 2025; Items 1 through 14, Pages 43 – 198) MOTION: (Odom – Shaw) The motion was made to approve the Consent Agenda, as recommended.
Chair Young 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, Administrative Procedure Act – Board Rules, Section 2 – Administration, on agenda pages 44 – 49.

MOTION: (Shaw – Odom) The motion was made to approve revised Board Rules 6Hx7-2.1 – Equal Access/Equal Opportunity: Non-Discrimination, Harassment or Retaliation; 6Hx7-2.5 – Signing Authority; and 6Hx7-2.29 – Identity Theft Protection Program under Section 2 – Administration, as recommended.

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

Motion carried unanimously.

President Avendano presented the administration's recommendation on Action Item 3, Administration: Annual Salary Index, on agenda pages 50 – 51.

MOTION: (Odom – Shaw) The motion was made to approve the 2025-26 Salary Index as part of the Pay Plan, as recommended.

Chair Young 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 4, Finance: Direct Support Organization Checklist and Annual Audit for the Fiscal Year Ended September 30, 2024, on agenda pages 52 – 130.

MOTION: (Shaw – Odom) The motion was made to approve the Direct Support Organization Checklist and Annual Audit for the Fiscal Year Ended September 30, 2024, as recommended.

Chair Young 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, Finance: Fees and Charges, on agenda pages 131 – 133.

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

Chair Young 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: FSCJ ACCESS Program, on agenda page 134.

MOTION: (Shaw – Odom) The motion was made to approve the FSCJ ACCESS Program, as recommended.

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

Motion carried unanimously.

President Avendano presented the administration's recommendation on Action Item 7, Finance: Fiscal Year 2024-25 Operating Budget Amendment No. 3, on agenda pages 135 – 136.

MOTION: (Odom – Shaw) The motion was made to approve the Fiscal Year 2024-25 Operating Budget Amendment No. 3, as recommended.

Chair Young 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, Fiscal Year 2024-25 Capital Outlay Budget Amendment No. 4, on agenda pages 137 – 139.

MOTION: (Shaw – Odom) The motion was made to approve the Fiscal Year 2024-25 Capital Outlay Budget Amendment No. 4, as recommended.

Chair Young 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, Finance: Fiscal Year 2025-26 College Budget, on agenda page 140.

MOTION: (Odom – Shaw) The motion was made to approve the Fiscal Year 2025-26 College Budget. as recommended.

Chair Young asked if there were any questions or comments by the Board.

Chair Young noted for the audience that Trustees received an overview of today's financial matters at their May 2025 FSCJ DBOT Budget Workshop.

Chair Young 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 10, Finance: Fiscal Year 2025-26 Capital Outlay Budget, on agenda pages 141 – 143.

MOTION: (Shaw – Odom) The motion was made to approve the Fiscal Year 2025-26 Capital Outlay Budget, as recommended.

Chair Young 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 11, Facilities: Capital Improvement Plan, Fiscal Years 2026-27 through 2028-29, on agenda pages 144 – 183.

MOTION: (Odom – Shaw) The motion was made to approve the Capital Improvement Plan, Fiscal Years 2026-27 through 2028-29, as recommended.

Chair Young 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 12, Facilities: Project Priority List, Fiscal Years 2025-26 through 2029-30, on agenda pages 184 – 190.

MOTION: (Shaw – Odom) The motion was made to approve the Project Priority List, Fiscal Years 2025-26 through 2029-30, as recommended.

Chair Young 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 13, Foundation: FSCJ Naming Policy, on agenda pages 191 – 197.

MOTION: (Odom – Shaw) The motion was made to approve the FSCJ Naming Policy, as recommended.

Chair Young 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 14, Office of the General Counsel: Proposal to Negotiate Ground Lease Agreement and Joint Partnership with Junior Achievement of Northeast Florida, on agenda page 198.

MOTION: (Shaw – Odom) The motion was made to approve the Proposal to Negotiate Ground Lease Agreement and Joint Partnership with Junior Achievement of Northeast Florida, as recommended.

Chair Young asked if there were any questions or comments by the Board.

Chair Young shared information regarding the Trustees' recent trip to Junior Achievement Tampa Bay on May 2025, noting members were provided a tour and overview of the facilities. The trip was very beneficial.

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

Motion carried unanimously.

INFORMATION ITEMS:
(Ref. Board Agenda for
June 10, 2025; Items
A – H, Pages 199 – 209)

Chair Young asked the Board if there were any questions or comments related to Information Items A – H, on agenda pages 199 – 209, and there were none.

REPORT OF THE BOARD
CHAIR:

Chair Young reported on his recent attendance at the Annual Convening of State University System and Florida College System Presidents and Trustee Chairs in Miami, FL, June 2025, noting the following:

- The joint meeting was well attended and very informative.
- As previously shared by President Avendano, Governor DeSantis provided opening remarks for 20-30 minutes.
- During the Board Chair Session, incoming Commissioner Kamoutsas shared information on aspects of DOGE.
- There was conversation pertaining to Board appointments, noting FSCJ is in the middle of the 28 sister colleges with regard to the number of seated Board members.

REPORT OF TRUSTEES:

No reports were provided.

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

On behalf of FSCJ Foundation Board Liaison Michael Bell, Vice President of Instructional Advancement and Executive Director of the FSCJ Foundation Scott Evans 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)

REPORT OF THE
ADMINISTRATIVE AND
PROFESSIONAL
COLLABORATIVE (APC):

Administrative and Professional Collaborative Chair Terence Wright addressed the Board and presented an overview of the written report relating to current APC initiatives and activities. (Appendix B)

REPORT OF THE CAREER
EMPLOYEES' COUNCIL
(CEC):

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

REPORT OF THE FACULTY
SENATE (Senate):

There was no report provided by the Faculty Senate for the month of June 2025. (Appendix D)

REPORT OF THE STUDENT
GOVERNMENT
ASSOCIATION (SGA):

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

NEXT MEETING: Chair Young announced the Board will meet on Tuesday, July 8, 2025, at the College’s Nassau Center for a Deep Dive Workshop. The workshop will convene at noon. The next regular meeting of the Board is scheduled for Tuesday, August 12, 2025, at the College’s Administrative Offices, 1 p.m.

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

APPROVAL OF MINUTES:

Chair, District Board of Trustees

Executive Secretary, District Board of Trustees

Submitted by: Kimberli Sodek, Administration Support Manager – Office of the College President



REPORT OF THE BOARD LIAISON, TRUSTEE MIKE BELL JUNE 10, 2025

1. FBOD 1st Quarter Board Meeting – April 2, 2025:

- The Foundation Board held its 1st Quarter Board Meeting on Wednesday, April 2nd, in the College's AO Boardroom.
- The agenda included the following respective reports:
 - College President's Report, Dr. John Avendano
 - Foundation Chair Report, Mr. Brent Lister
 - Finance, Audit and Compliance Committee and Investment Advisory Committee Report, Mr. Jeff Mall
 - Committee on Directors Report, Mr. Jeff Edwards
 - Campaign Cabinet Report, Mr. Carl Cannon
 - Alumni Relations Report, Dr. Maggie Cabral-Maly
 - Executive Director Report, Mr. Scott Evans

2. Action Items:

- The Board formally accepted the resignation of Ms. Valerie Hendriex-Jenkins from her role as First Vice Chair and approved the appointment of Mr. Michael Corrigan as her successor. Mr. Corrigan will also chair the Governance and Nomination Committee in his new role.
- Seven new policies were presented and approved unanimously by the Board:
 - Financial Management Policy, Whistleblower Policy, Document Destruction and Retention Policy, Campaign Consulting Fees, Gift Acceptance Policy, Comprehensive Campaign Policies and Procedures, and Naming and Donor Recognition Policy.

3. Foundation Chair Report:

- Mr. Brent Lister acknowledged the extensive work of Board committees and thanked members for their continued engagement, specifically recognizing Dr. Paige Hakimian for recently earning her Ph.D. in Psychology. He emphasized

transparency, Board engagement, and governance accountability, especially with the capital campaign underway. Mr. Lister also praised the Committee on Directors for its hard work. It met nine times since October 2024.

4. Finance, Audit and Compliance Committee and Investment Advisory Committee Report:

- Mr. Jeff Mall shared the committee's recommendation to transition from an advisory investment model to an Outsourced Chief Investment Officer (OCIO) platform following a six-month review process. CommonFund was approved as the Foundation's investment provider. The revised Investment Policy Statement (IPS), including liquidity provisions in support of the capital campaign, was also unanimously approved.

5. Committee on Directors Report

- Mr. Jeff Edwards outlined key governance updates and introduced new materials and member policies that require minimum giving and enhance Board engagement and recruitment, including a Board profile and skills matrix, vetting procedures, and an annual contribution pledge form. He reiterated the importance of Board participation and attendance.
- Two new policies were presented by the Committee on Directors and approved unanimously by the Board:
 - Board Responsibilities and Expectations Policy, which outlines attendance, financial support, and advocacy expectations.
 - Attendance and Minimum Giving Policy, which affirms Board member expectations to attend 75% of Board meetings, with at least 50% attendance in person, and giving a minimum of \$1,500 annually.

6. Campaign Cabinet Report:

- Mr. Carl Cannon reported the official launch of the Foundation's capital campaign on April 1, 2025, with a goal of \$40 million. As of the meeting, nearly \$3 million had already been raised. Board members were encouraged to contribute and help identify donor prospects, with 100 percent Board giving participation strongly emphasized.

7. Alumni Relations Report:

- Dr. Maggie Cabral-Maly provided updates on the expanding alumni committee, which now includes representatives from all campuses and stakeholders. A Florida Blue-sponsored alumni reception is in planning, and programming will continue to expand as Foundation staffing is finalized.

8. Executive Director Report:

- Mr. Scott Evans introduced Foundation staff and expressed appreciation for their support. He shared that Board training for campaign involvement would take place in May or June. Mr. Evans highlighted three key areas of focus: campaign fundraising, strengthening of the Foundation, and broader engagement with internal and external stakeholders.

9. College President's Report:

- Dr. John Avendano gave updates regarding accreditation changes with the Higher Learning Commission and reported an expected 7.5 percent increase in summer enrollment. He recognized the Foundation's role in supporting students through scholarships, global experiences, and athletics. He also noted several upcoming events:
 - Foundation Golf Tournament (April 28)
 - Grad Bash (May 3)
 - Commencement (May 7)
 - Purple Heart Ceremony honoring a student veteran (June 12)

10. Upcoming Board Meeting:

- The next Foundation Board meeting is Wednesday, June 25th at 11:30 a.m.

This concludes my report.



Date: June 10, 2025

To: Florida State College at Jacksonville District Board of Trustees

From: Terence L. Wright, Chair of the Administrative and Professional Collaborative, 2024-2025

Re: June 2025 Administrative and Professional Collaborative Report

Chair Young and Trustees:

The Administrative and Professional Collaborative (APC) is proud to share the following updates since our last report.

Since our last report, the APC has met twice for monthly meetings, in April and May. As part of our meetings, we invite leaders from the College to provide insight and updates on their areas and address higher-level issues and concerns. In April, our guest speaker was Vice President for Student Affairs & Enrollment Management, Elliott Strickland. VP Strickland provided an update on the recent changes in Student Affairs and Enrollment Management, focusing on communication, organizational restructuring, and student success initiatives.

Constituent engagement is our identified priority for this year. So, the APC is hosting events throughout the year to provide opportunities for networking, engagement and fellowship for its members. In April, APC facilitated an outing to participate in the Top to Bottom tour where we explored the many tunnels that run underneath the streets of Downtown Jacksonville. In May, we facilitated an outing to participate in the Sip and Stroll. This event provided APC employees an opportunity to come together, fellowship, and network outside of the College and work hours. These events were well attended and had good participation by A&P employees from all over the College.

We also hosted the third of a three-part Brown Bag Professional Development series entitled **Leadership Journeys: Navigating Paths in Higher Education**, where we explored and discussed different paths to leadership. The three parts were;

Part 1: Rising from Within: Leaders Who Grew at Our College

Part 2: New Perspectives: Leaders Who Came from Beyond

Part 3: Beyond Our Walls: Leaders Who Took the Next Step

The third PD, **Beyond Our Walls: Leaders Who Took the Next Step**, was held May 20th and was another huge success. The event experienced tremendous participation with more than seventy A&P employees attending. The distinguished panel featured three former FSCJ A&P employees who have taken roles outside of the College. They discussed how their time and experiences at FSCJ positioned and prepared them for their new roles. The panelists were;

Dr. Tameiko Grant, Executive Director, Office of Equity and Inclusion, DCPS

Dr. Jennifer Peterson, Advisor, TSG Advisors - Education

Mr. Ernie Friend, Executive Director, Florida Advanced Technology Education Center

The APC is hosting a general meeting and installation ceremony in June which is our final event for the year. This event will recognize representatives and officers ending their term and install the 2025 – 2026 representatives and officers. We held a successful election with 29% of APC employee participation. The 2025 – 2026 APC officers and representatives are;


2025-2026 APC Positions (Newly elected representatives & officers are bolded)

Chair:	Ashli Archer
Chair-Elect:	Monica Franklin
Past Chair:	Terence Wright
Secretary:	Shannon Groff
AO/URC Representatives:	Karen Acevedo Steve Beard Taylor Mejia Maggie Dartiguenave
Downtown Campus/ATC:	Nick Bodnar Kelly Herndon
North Campus/Nassau Ctr:	Renata Henderson Steven Gunter
Kent Campus/Cecil Ctr:	Jefferson Everett Jeff Hess
South Campus:	Ed Stringer Jerry Thor
Deerwood Center:	Lauren Finch Jody Taylor

We are excited because the APC has instituted a new member orientation this year for newly elected officers and representatives. This orientation will allow the new officers and representatives to make a smooth transition and perform their duties more effectively and efficiently.

Finally, we are in the process of reviewing and updating our By-laws to ensure alignment with the College's mission, vision, strategic plan, and APMs, as well as, current APC goals. Members also share leadership and organizational updates from all areas and departments of the College (Academic Affairs; Baccalaureate, Career, and Technical; Business Services; Institutional Effectiveness & Advancement; Online and Workforce Education; and Student Services) during the monthly meeting.

The APC will continue to invite College leaders to our monthly meetings to address higher-level issues and provide us with timely updates. We look forward to keeping our members informed and updated with the latest information. We will continue highlighting members through monthly spotlights and promoting professional growth by hosting Brown Bag Professional Development events.



Terence L. Wright
 Director of Campus Enrollment and Student Services
 Kent Campus Dean
 Administrative and Professional Collaborative Chair, 2024-2025



Date: June 10, 2025

To: Florida State College at Jacksonville District Board of Trustees

From: Rebecca A. Nelson, Career Employees' Council Chair, 2024-2025

Re: June 2025 Career Employees' Council Report

Chair Young and Trustees:

The Career Employees' Council (CEC) continues to serve as a representative voice for all Career employees at the College. The Council held its final meeting of the 2024–25 academic year in late May, with 185 Career employees in attendance – approximately 23% of the group's estimated 800 members. This marks a 16% increase in participation compared to our April meeting, a promising development as we work toward our goal of increasing engagement by 10–15% over the coming year, as outlined in my previous report.

On May 7, 2025, the College hosted its annual commencement ceremony at the Vystar Veterans Memorial Arena. Prior to the start of the event, the CEC held its annual rose sale, offering affordable, custom floral arrangements for purchase by attendees. As an added option, customers had the option to include a commemorative floral card featuring the College mascot, Razor Ray, and the 2025 commencement year. To help drive foot traffic and encourage rose sales, the CEC strategically placed outdoor signage at the parking garages and main entry points of the arena. We extend our sincere appreciation to the College's talented marketing team for their collaborative partnership in designing the promotional materials for this annual fundraiser, which supports the CEC's book scholarship fund. We are pleased to report that this year's rose sale was a resounding success – total sales exceeded those of previous years, and all available roses were sold.

As outlined in my previous report, the Council issued an open call for interested CEC representatives to submit their names for consideration to serve on the Executive Board. However, no nominations were received. As a result, the current Executive Board members have agreed to continue their service for an additional one-year term, beginning in May 2025 and concluding at the end of April 2026. At the time of this report, the Executive Board position of Secretary remains vacant.

As always, we thank you, and your colleagues for your continued support of our governance group. On behalf of all Career employees, we express our gratitude to the District Board of Trustees for your time, determination, and care that you bring to the FSCJ community.

Respectfully,

A handwritten signature in black ink, appearing to read "RANelson", is written over a light blue horizontal line.

Rebecca A. Nelson
Career Employees' Council Chair, 2024-2025
Florida State College at Jacksonville
904-632-3274 / Rebecca.Nelson@fscj.edu



Date: June 10, 2025

To: Florida State College at Jacksonville District Board of Trustees

From: John A. Woodward, PhD

Re: June 2025 Faculty Senate Report

Chair Young and Trustees:

There will be no written report provided by the Faculty Senate this month.

Respectfully,

A handwritten signature in blue ink, appearing to read "J. Woodward", is written over a faint, larger version of the signature.

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: June 10, 2025

To: Florida State College at Jacksonville District Board of Trustees

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

Re: June 2025 Student Government Association Executive Board Report

Greetings Chair Young 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 between May 2025 and June 2025. All of the Student Life and Leadership programming is led by students and for all students.

Since the last report, the SGA would like to share the following:

- On April 9-10, after a two-semester long process of refining changes to the FSCJ SGA Constitution, FSCJ students voted on the proposed revisions. All of the proposed revisions were approved.
- On April 26, nine SGA Officers participated in a Beach Cleanup at Jacksonville Beach.
- On May 1, outgoing SGA Officers were able to share best practices and words of advice for incoming SGA Officers at the End of the Year SGA Gathering at the Urban Resource Center.
- From May 5-8, every campus hosted Welcome Back Week, where students enjoyed refreshments, snacks and friendly support to everyone on their first week of summer term.
- On May 7, SGA Officers assisted with the 2025 Commencement Ceremony.
- On May 14, Nassau Center hosted a Summer Social where students had a chance to meet peers.
- On May 15, Kent Campus hosted a Chill Out and Chit Chat event where students had the opportunity to enjoy a cool treat while socializing with peers.
- On May 21, North Campus hosted a Summer Festival where students celebrated the beginning of summer.
- On May 27, South Campus hosted Ice Cream Social where student had a chance to try a delicious ice cream and socialize with peers.
- On May 30, SGA Officers participated in a second SGA Beach Cleanup at Jacksonville Beach.
- On July 3, SGA Officers will meet to network, participate in teambuilding, and plan Collegewide programming.

On behalf of the student body, we would like to thank the District Board of Trustees and College 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,
Vlad (Uladzislau) Sadouski
FSCJ Collegewide Student Government Association President

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

AGENDA ITEM NO. CA – 1.

Subject:	Purchasing: Tree & Vegetation Debris Removal Services
Meeting Date:	August 12, 2025

RECOMMENDATION: It is recommended that the District Board of Trustees authorize College administration to negotiate and enter into a satisfactory indefinite quantity contract for Tree & Vegetation Debris Removal Services for the following company:

- J.B. Coxwell Contracting, Incorporated

Under this request for proposal (RFP), there is only one proposer for the initial term of September 1, 2025, to August 31, 2026. The resultant contract will have an amount not-to-exceed of \$195,000 per project, as well as an amount not-to-exceed of \$500,000 per term period. Renewal of contract for up to five additional one-year terms is subject to continued need, satisfactory performance, mutually agreed to rates, same terms and conditions, and District Board of Trustees approval of extension.

BACKGROUND: The current Collegewide tree & vegetation debris removal services contracts expire on August 31, 2025. While awarding multiple contracts is recommended to ensure flexibility, the evaluation committee has determined that the top proposer has demonstrated the capability to efficiently assign work to various debris removal services contractors during peak periods or emergency situations, ensuring timely completion of each project with extended durations.

College administration issued a RFP soliciting proposals from qualified tree & vegetation debris removal services contractors to provide defined services. The RFP solicited competitive fixed price rates for an initial one-year term, and the scope allows for utilization during disaster and emergency situations.

Thirty-three (33) Florida licensed tree & debris removal contracting firms were solicited in addition to being publicly advertised in the Florida Times Union and posted on the MyFloridaMarketPlace and the e-bidding “GetAll” system. One firm submitted a proposal. A College evaluation committee completed a detailed evaluation of the one proposal.

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

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

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

AGENDA ITEM NO. CA – 2.

Subject:	Facilities: Certificate of Final Inspection for the South Campus – Parking Lot Lighting Retrofit
Meeting Date:	August 12, 2025

RECOMMENDATION: It is recommended that the District Board of Trustees accept the Certificate of Final Inspection and authorize final payment of the South Campus – Parking Lot Lighting Retrofit Project to E. Vaughan Rivers, Inc.

BACKGROUND: The Board of Trustees awarded contracting services to E. Vaughan Rivers, Inc. for the South Campus – Parking Lot Lighting Retrofit Project in accordance with plans and specifications developed by Haddad Engineering, Inc. The College issued the contract to E. Vaughan Rivers, Inc. on October 8, 2024.

A Certificate of Final Inspection (CFI) for the project was executed on May 13, 2025, by the College’s Facilities Management & Construction Building Code Official and the Engineer of Record, Haddad Engineering, Inc. It certifies that the South Campus – Parking Lot Lighting Retrofit Project has been completed in accordance with the contract documents and best construction practices.

RATIONALE: State Requirements for Educational Facilities Chapter 4.2(3), and District Board of Trustees Rule 6Hx7-8.5, Construction Contract Administration require the following prior to final payment for construction contracts:

“Final Payment shall not be made until Certificate of Final Inspection has been issued, the project has been completed, and the Board has accepted the project.”

FISCAL NOTES: Final payment to the contractor is subject to this acceptance and resolution of all outstanding construction items.

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

AGENDA ITEM NO. A – 1.

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) _____

The item(s) above has been removed from the Consent Agenda for individual consideration.

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

AGENDA ITEM NO. A – 2.

Subject:	Human Resources: Salary Increase
Meeting Date:	August 12, 2025

RECOMMENDATION: It is recommended that the District Board of Trustees approve a three percent (3%) salary increase calculated on base salary as of August 15, 2025 for all eligible full-time non-instructional employees. Employees serving in a full-time position as of June 30, 2025 and continuing in a full-time position are eligible for the increase to be effective August 16, 2025.

It is also recommended that the District Board of Trustees approve a three percent (3%) increase for part-time non-instructional employees on the Administrative, Professional and Career Salary Indexes. Employees serving in a part-time position as of June 30, 2025 and continuing in a part-time position are eligible for the increase to be effective August 16, 2025.

It is also recommended that the District Board of Trustees approve a three percent (3%) increase to the current hourly rate of pay for part-time employees in the following positions:

Librarian	Program Facilitator II	Test Examiner
Program Facilitator I	Program Facilitator III	Test Proctor

Employees serving in any of these part-time positions as of June 30, 2025 and continuing in any of these part-time positions are eligible for the increase to be effective August 16, 2025.

In accordance with Compensation and Classification APM 03-0902, salaries shall be at the minimum of the salary range or hourly rate for the assigned job classification and no increase shall be granted beyond the maximum annual salary or hourly rate indicated on the Board – approved salary classification index, except for the educational promotion one-step increase.

BACKGROUND: The proposed salary increase will aid to align employee compensation with job market conditions, while also recognizing their ongoing contributions to the College and its students.

RATIONALE: Funds were set aside during budget development to provide for a 3% base increase for full-time and part-time non-instructional employees.

FISCAL NOTES: The total financial impact for this increase will be \$1,220,504.00.

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

AGENDA ITEM NO. A – 3.

Subject:	Administration: Performance Evaluation – Dr. John Avendano, College President
Meeting Date:	August 12, 2025

RECOMMENDATION: It is recommended that the District Board of Trustees approve the performance evaluation of the President as required by law and the provisions of the employment contract between the Board and the President.

BACKGROUND: At the June 10, 2025 workshop, Board members were asked to complete the evaluation form independently and return the form to the Chief Human Resource Officer. The individual ratings and comments received were recorded on a summary evaluation document. At the July 8, 2025 workshop, the evaluation was discussed with Dr. Avendano.

RATIONALE: The President’s annual evaluation addresses statutory mandates relating to 1008.45 (Florida College System Institution Accountability Process) and 1012.86 (Florida College System Institution Employment Equity Accountability Program).

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

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

AGENDA ITEM NO. A – 4.

Subject:	Administration: Performance Incentive – Dr. John Avendano, College President
Meeting Date:	August 12, 2025

RECOMMENDATION: It is recommended that the District Board of Trustees approve the discretionary performance incentive payment of \$54,098.00 to the College President based on the performance evaluation and assessment of established goals and objectives as provided for by the employment contract between the Board and the President.

Additionally, FTE enrollment increased 9.8%, therefore the College President will receive a nine percent (9%) performance incentive of \$32,458.80 as provided for by the employment contract between the Board and the President.

BACKGROUND: At the August 13, 2024 meeting, the Board approved Amendment Six to the College President’s Contract of Employment thereby establishing the College President’s 2024 – 25 goals and objectives and performance incentives. At their July 8, 2025 workshop, Board members discussed the College President’s performance and achievement of established goals and objectives.

RATIONALE: The President’s annual evaluation includes an assessment of established goals and objectives, which have been deemed to have been met.

FISCAL NOTES: The fiscal impact of this action is \$86,556.80.

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

AGENDA ITEM NO. A – 5.

Subject:	Office of General Counsel: College President’s Contract of Employment; Amendment Seven
Meeting Date:	August 12, 2025

RECOMMENDATION: It is recommended that the District Board of Trustees approve Amendment Seven to the College President’s Contract of Employment.

BACKGROUND: Pursuant to the College President’s Contract of Employment (“Contract”), the District Board of Trustees may make modifications or revisions to the Contract in conjunction with the President’s annual performance evaluation. Per the College’s President’s Contract, the goals and objectives shall be established and serve as a basis of his performance incentive and his annual evaluation. The 2025-26 goals and objectives for Dr. Avendano shall be added to the College President’s Contract of Employment.

RATIONALE: Approval of this item is within the Board’s statutory authority to evaluate, compensate and retain the College President.

FISCAL NOTES: The recommended salary is comprehended in the College’s annual salary budget. The impact of the performance incentive is an amount up to \$88,645.01.

AMENDMENT NUMBER SEVEN
CONTRACT OF EMPLOYMENT
BETWEEN
DISTRICT BOARD OF TRUSTEES OF
FLORIDA STATE COLLEGE AT JACKSONVILLE
AND
JOHN AVENDANO, PH.D.

This Amendment Number Seven (“Seventh Amendment”) is made and entered into this ____ day of August 2025 (“Seventh Amendment Effective Date”), by and between The District Board of Trustees of Florida State College at Jacksonville (the “Board” or “the Board of Trustees”), and John Avendano, Ph.D. (“Dr. Avendano” or the “College President”). The Board and Dr. Avendano are collectively referred to as “the parties”.

WHEREAS, the Board and Dr. Avendano entered into a contract of employment dated April 9, 2019 (“Contract”); and

WHEREAS, the Board and Dr. Avendano wish to amend the Contract;

NOW, THEREFORE, in consideration of the above recitals, and the mutual agreements, covenants, terms, and conditions set forth herein, the parties agree as follows:

1. Paragraph 1. shall be deleted in its entirety and replaced with the following:

The Board agrees to employ Dr. Avendano as the President of Florida State College at Jacksonville ("the College") from July 1, 2019 through June 30, 2028 ("the Term") pursuant to the terms and conditions set forth herein. The anniversary date hereafter of this Contract shall be deemed to be July 1 of each year and the Board will review the contract annually prior to each anniversary and make such modifications to the length of the contract, the salary of the College President, or other terms and conditions as may be mutually acceptable to the parties. Dr. Avendano agrees to accept the position and perform the duties of the College President for the Term pursuant to the terms and conditions set forth herein.

2. Paragraph 4a. i. shall be deleted in its entirety and replaced with Paragraph 4a. i. with the following:

- i. At the Board’s sole discretion and based on Board’s annual evaluation and assessment of the College President’s performance and achievement of established goals and objectives, the College President shall be entitled to a performance incentive of up to fifteen percent (15%) of base salary within thirty (30) days following the Board’s acceptance of Dr. Avendano’s annual evaluation and upon notice of these findings. Additionally, the College President shall be entitled to a performance incentive of up to nine percent (9%) of base salary based on increased FTE enrollment from the 2024-25 reporting year (Summer 2024, Fall 2024, Spring 2025) to the 2025-26 reporting year (Summer 2025, Fall 2025, Spring 2026). The nine percent (9%) performance incentive for increased FTE enrollment shall be paid according to the following parameters: five percent (5%) FTE enrollment increase shall yield a three percent (3%) performance incentive; six percent (6%) FTE enrollment increase shall yield a six percent (6%) performance incentive; seven percent (7%) or higher FTE enrollment increase shall yield a nine percent (9%) performance incentive. The goals and objectives for Dr. Avendano’s 2025-2026 evaluation are attached as Exhibit Nine (9).

3. Except as specifically amended by this Seventh Amendment, all other terms and conditions of the Contract shall remain in full force and effect and are to be performed pursuant to the terms and conditions set forth in the Contract. This Seventh Amendment is hereby made a part of and incorporated into the Contract.

IN WITNESS WHEREOF, the parties hereto have set their hands to cause this Seventh Amendment to be executed as of the Seventh Amendment Effective Date written above, with the full intent to be bound by the provisions herein.

DISTRICT BOARD OF TRUSTEES OF
FLORIDA STATE COLLEGE AT
JACKSONVILLE

Attest

By: _____
Chair, O. Wayne Young

COLLEGE PRESIDENT

Attest

By: _____
John Avendano, Ph.D.

Exhibit Nine (9)
FSCJ College President
John Avendano, Ph.D.
2025-26

GOALS & OBJECTIVES	2024-25 ACTUAL	GOALS FOR 2025-26	2025-26 ACTUAL
ENROLLMENT GOALS:			
· FSCJ will increase annual FTE by 5 - 7% over 2024-25 enrollment year. (FUNDED FTE)	16,477	5% = 17,300 6% = 17,466 7% = 17,630	
· FSCJ will increase its High School Yield by 2% over 2024-25 for each school district.	DCPS 15.1% NCSD 18.1%	DCPS 17.1% NCSD 20.1%	
· FSCJ will increase annual FTE for Bachelor Degree Students by 3 - 5% over 2024-25 enrollment year. (Funded FTE)	1,627	3% = 1,676 4% = 1,692 5% = 1,708	
STUDENT SUCCESS GOALS:			
FSCJ will increase student persistence by 3% over 2024-25.			
· FSCJ will increase Fall-to-Fall student persistence by 3% over 2024-25.	54%	57%	
· FSCJ will increase Fall-to-Spring student persistence rates by 3% over 2024-25.	73%	76%	
INSTITUTIONAL GOALS:			
· FSCJ will launch 60th Anniversary with expanded FSCJ awareness through events and activities and alumni identification.		Officially launch 60th Anniversary.	
· Facility Enhancements: New facility enhancements to include 1) New Burn Building at the Fire Academy of the South; 2) Expansion of CTE programs at Cecil Center; 3) Activity courts (pickleball, tennis, paddleball) at North and South campuses; 4) Begin planning and design phase for Junior Achievement Discovery Center; and 5) Complete a feasibility study for housing at other campuses.		Begin new facility enhancements.	
FOUNDATION GOALS:			
· FSCJ, through the Comprehensive Campaign (Transforming Tomorrow Together), will secure an additional \$5 million in commitments, pledges and gifts for the next phase of Campaign, July 1, 2025 - June 30, 2026. Goal will be to exceed \$10M by June 2026.	\$4.75M	\$10M	
· FSCJ Foundation will increase the number of President Circle members by 10% over 2024-25. (Oct. 1)	94	103	

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

AGENDA ITEM NO. A – 6.

Subject:	Purchasing: HVAC Delivery Order/Job Order Contracting Services
Meeting Date:	August 12, 2025

RECOMMENDATION: It is recommended that the District Board of Trustees authorize College administration to negotiate and enter into satisfactory indefinite quantity contracts(s) for Collegewide HVAC delivery order/job order contracting services with the following companies:

- Trane U.S., Inc.
- W.W. Gay Mechanical Contractor, Inc.

These companies were the top-ranked proposers for the initial term of September 1, 2025, through August 31, 2026, with up to five additional one-year terms subject to continued need, satisfactory performance, same rates, terms and conditions, and District Board of Trustees approval of extension. Each resultant contract will have an estimated amount not-to-exceed of \$700,000 per project, as well as an estimated amount not-to-exceed of \$2,500,000 per year.

BACKGROUND: The current Collegewide HVAC delivery order/job order contracting services contracts are scheduled to expire on August 31, 2025. Multiple mechanical contractor contracts have been awarded to provide each campus with the ability to assign work to different contractors during peak service or emergency situations.

College administration advertised and publicly issued a request for proposal (RFP) soliciting proposals from licensed qualified mechanical contractors to provide defined services without a lapse period. The RFP solicited competitive fixed cost pricing based on an R.S. Means coefficient and allows for utilization during disaster situations.

Thirty (30) licensed mechanical contractor firms were solicited in addition to being publicly advertised in the Florida Times Union, posted on MyFloridaMarketPlace (MFMP) and the eBidding GetAll System. Two firms submitted proposals.

A College evaluation committee completed a detailed evaluation of the two responsive qualification proposals and references.

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 contractor(s).

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

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

AGENDA ITEM NO. A – 7.

Subject:	Finance: Fiscal Year 2025-26 Operating Budget Amendment No. 1
Meeting Date:	August 12, 2025

RECOMMENDATION: It is recommended that the District Board of Trustees approve Amendment No. 1 to the Fiscal Year 2025-26 Operating Budget.

BACKGROUND: The District Board of Trustees approved the College’s Operating Budget on June 10, 2025. This budget amendment revises the 2025-26 Operating Budget to the Legislative Appropriations approved on June 30, 2025, and reflects committed but unexpended funds from Fiscal Year 2024-25 that are carried forward into 2025-26.

<u>Budget Amendment #1, FY 2025-26</u>		Current Budget		Changes		Revised Budget
<u>Opening Reserves July 1, 2025</u>						
Designated Reserve for Insurance	\$	3,830,000			\$	3,830,000
Unrestricted Board Reserve		11,048,030	\$			11,048,030
Total Reserves	\$	14,878,030	\$	0	\$	14,878,030
Tuition and Fees	\$	55,876,926			\$	55,876,926
State Appropriations		91,772,984	\$	1,216,815		92,989,799
Other Revenue		4,256,344				4,256,344
Total Revenue	\$	151,906,254	\$	1,216,815	\$	153,123,069
Total Available Funds	\$	166,784,284	\$	1,216,815	\$	168,001,099
Personnel	\$	121,684,245	\$	620,870	\$	122,305,115
Current Expense		28,514,910		2,440,226		30,955,136
Transfers		0				0
Equipment		1,707,099		246,270		1,953,369
Total Expenses	\$	151,906,254	\$	3,307,366	\$	155,213,620
<u>Year-end Reserves, June 30, 2026</u>						
Designated Reserve for Insurance	\$	3,830,000			\$	3,830,000
Unrestricted Board Reserve		11,048,030	\$	-2,090,551		8,957,479
Total Reserves	\$	14,878,030	\$	-2,090,551	\$	12,787,479
Total Expenses and Reserves	\$	166,784,284	\$	1,216,815	\$	168,001,099

Subject: Finance: Fiscal Year 2025-26 Operating Budget Amendment No. 1
(Continued)

This budget amendment increases the Fiscal Year 2025-26 Operating Revenue Budget by \$1,216,815. The District Board of Trustees approved the College's Operating Budget on June 10, 2025. The Legislature had not passed an appropriation for Fiscal Year 2025-26, so FSCJ submitted the same 2024-25 State Appropriation of \$91,772,984 for approval. On June 30, 2025, the 2025-26 State Appropriation was approved and signed awarding FSCJ an appropriation of \$92,989,799.

This budget amendment increases the Fiscal Year 2025-26 Operating Expenditure Budget by \$3,307,366. The additional appropriation of \$1,216,815 increases the Personnel Expenditure Budget by \$620,870, increases the Current Expenditure Budget by \$557,594, and increases the Equipment Expenditure Budget by \$38,351. The increase in Personnel Expense will be used to help offset the rate increase in State insurance premiums effective January 1, 2026. The \$557,594 increase in Current Expense goes to the Nursing program from the PIPELINE portion of the State Allocation. The \$1,882,632 increase in Current Expense and \$207,919 increase in Equipment Expense reflect committed but unexpended funds from Fiscal Year 2024-25 that are carried forward into the next fiscal year, consisting of contracts and outstanding purchase orders.

RATIONALE: This action involves adjusting approved State Appropriation and a routine annual adjustment to the Operating Budget to incorporate year-end fiscal data from the prior year, as well as other noted adjustments. State Board of Education Rule 6A-14.071 authorizes college boards to amend budgets in compliance with laws, rules, and accepted educational and fiscal principles.

FISCAL NOTES: The net of the items listed above increases the Fiscal Year 2025-26 Operating Revenue Budget by \$1,216,815 and Operating Expenditure Budget by \$3,307,366.

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

AGENDA ITEM NO. A – 8.

Subject:	Academic Affairs: Activation of Building Construction Specialist Technical Certificate Program
Meeting Date:	August 12, 2025

RECOMMENDATION: It is recommended that the District Board of Trustees approve the activation of the Building Construction Specialist (18 credit hours) Technical Certificate program embedded within the Industry Operations Management (Industrial Management Technology) Associate in Science program in effective Fall Term 2025.

BACKGROUND: The Building Construction Specialist Technical Certificate program has been recommended for activation by the College’s Curriculum Committee and approved by the Provost/Vice President of Academic Affairs. The activated program will have new student enrollments beginning with the Fall Term 2025.

The program is designed for students who have previously completed an apprenticeship or clock-hour career certificate program by providing a pathway for advancing from technical roles into leadership positions within the construction industry. The curriculum includes formal training in project management, budgeting, scheduling, and site supervision. By fostering career advancement and addressing industry demand for skilled managers, the program enhances employability, promotes economic mobility, and improves the overall quality of construction management. Upon graduation, students will be equipped with the skills needed to successfully manage teams, ensure safety compliance, coordinate with stakeholders, and handle the financial aspects of construction projects.

Embedding certificates has proven to be an effective retention and progression methodology. Implementation of a Technical Certificate also provides transferability of credits and makes the program more accessible.

RATIONALE: The College currently offers the corresponding Industry Operations Management Associate in Science program, which is included as part of the Florida Department of Education’s Manufacturing career cluster. It is anticipated that the implementation of this Technical Certificate program will provide graduates with occupation-specific skills that contribute to their academic knowledge, higher-order reasoning, problem-solving abilities, and employability.

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

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

AGENDA ITEM NO. A – 9.

Subject:	Academic Affairs: Activation of Child Care Center Management Specialization Technical Certificate Program
Meeting Date:	August 12, 2025

RECOMMENDATION: It is recommended that the District Board of Trustees approve the activation of the Child Care Center Management Specialization (12 credit hours) Technical Certificate program embedded within the Early Childhood Education Associate in Science program in effective Fall Term 2025.

BACKGROUND: The Child Care Center Management Specialization Technical Certificate program has been recommended for activation by the College’s Curriculum Committee and approved by the Provost/Vice President of Academic Affairs. The activated program will have new student enrollments beginning with the Fall Term 2025.

The program is designed to empower students with the skills and knowledge required for leadership roles within early childhood education settings. The curriculum emphasizes the critical areas of administration, legal compliance, and financial management, ensuring students are well-prepared to oversee childcare centers effectively. The new program offers a sequence of courses that provide coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for further education and careers in the Education and Training career cluster. Graduates will be equipped to foster and maintain high-quality educational environments that support the growth and development of young children.

Embedding certificates has proven to be an effective retention and progression methodology. Implementation of a Technical Certificate also provides transferability of credits and makes the program more accessible.

RATIONALE: The College currently offers the corresponding Early Childhood Education Associate in Science program, which is included as part of the Florida Department of Education’s Education and Training career cluster. It is anticipated that the implementation of this Technical Certificate program will provide graduates with occupation-specific skills that contribute to their academic knowledge, higher-order reasoning, problem-solving abilities, and employability.

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

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

AGENDA ITEM NO. A – 10.

Subject:	Academic Affairs: Activation of Digital Media Foundations Technical Certificate Program
Meeting Date:	August 12, 2025

RECOMMENDATION: It is recommended that the District Board of Trustees approve the activation of the Digital Media Foundations (10 credit hours) local Technical Certificate program embedded within the Career Readiness (VERTICAL) program effective Fall Term 2025.

BACKGROUND: The Digital Media Foundations local Technical Certificate program has been recommended for activation by the College’s Curriculum Committee and approved by the Provost/Vice President of Academic Affairs. The activated program will have new student enrollments beginning with the Fall Term 2025.

The primary purpose of the Career Readiness (VERTICAL) local certificate curriculum is to provide specialized career education for students with significant cognitive and/or learning disabilities who, in addition to instructional accommodations, require college credit and occupational experience in order to meet individual interests, abilities, and learning needs. The goal is integrated competitive employment in the student’s chosen occupation. Students enrolled in the Digital Media Foundations local Technical Certificate program have an opportunity to earn college credit for their Career Readiness studies, culminating with a portfolio project reflecting upon their experience in the program. Further, the program offers a sequence of courses that provide relevant technical knowledge and skills to prepare students for continued employment and/or further education within their chosen career cluster.

Embedding certificates has proven to be an effective retention and progression methodology. Implementation of a Technical Certificate also provides transferability of credits and makes the program more accessible.

RATIONALE: In addition to the Career Readiness (VERTICAL) program, the College currently offers the corresponding Associate in Science in Digital Media program, which is included as part of the Florida Department of Education’s Arts, A/V Technology and Communication career cluster. It is anticipated that the implementation of this local Technical Certificate program will provide graduates with occupation-specific skills that contribute to their academic knowledge, higher-order reasoning, problem-solving abilities, and employability.

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

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

AGENDA ITEM NO. A – 11.

Subject:	Academic Affairs: Activation of Early Childhood Education Associate in Science Program
Meeting Date:	August 12, 2025

RECOMMENDATION: It is recommended that the District Board of Trustees approve a new Early Childhood Education (60 credit hours) Associate in Science program effective Fall Term 2025.

BACKGROUND: The Early Childhood Education Associate in Science program has been recommended for activation by the College’s Curriculum Committee and approved by the Provost/Vice President of Academic Affairs. The activated program will have new student enrollments beginning with the Fall Term 2025.

The new Early Childhood Education Associate in Science program offers a well-structured sequence of courses that align with the Florida Department of Education’s curriculum framework, ensuring rigorous content and high academic standards. The new program replaces the inactivated Early Childhood Management Associate in Science program and provides students with a more robust and clearly defined pathway to the Bachelor of Science in Early Childhood Education.

The program curriculum is crafted to meet regional workforce needs while empowering students who are passionate about nurturing and educating young children, from birth to eight years old, in early childhood settings. Students will be equipped to design and implement developmentally appropriate curriculum activities, apply key child development principles effectively, and oversee the operations of early childcare facilities.

Upon graduation, students will possess in-demand skills that prepare them for careers within the Education and Training career cluster. They will also have the specialized expertise to serve as early childhood educators or program directors, with a focus on supporting the developmental needs of infants, toddlers, and preschool-aged children.

RATIONALE: The College currently offers a wide range of Associate in Science degree programs which are included as part of the Florida Department of Education range of career clusters. It is anticipated that the implementation of this Associate in Science degree program will provide graduates with a broad range of technical skill proficiencies and contribute to their academic knowledge, higher-order reasoning, problem-solving abilities, and employability.

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

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

AGENDA ITEM NO. A – 12.

Subject:	Academic Affairs: Activation of Information Technology Foundations Technical Certificate Program
Meeting Date:	August 12, 2025

RECOMMENDATION: It is recommended that the District Board of Trustees approve the activation of the Information Technology Foundations (10 credit hours) local Technical Certificate program embedded within the Career Readiness (VERTICAL) program effective Fall Term 2025.

BACKGROUND: The Information Technology Foundations local Technical Certificate program has been recommended for activation by the College’s Curriculum Committee and approved by the Provost/Vice President of Academic Affairs. The activated program will have new student enrollments beginning with the Fall Term 2025.

The primary purpose of the Career Readiness (VERTICAL) local certificate curriculum is to provide specialized career education for students with significant cognitive and/or learning disabilities who, in addition to instructional accommodations, require college credit and occupational experience in order to meet individual interests, abilities, and learning needs. The goal is integrated competitive employment in the student’s chosen occupation. Students enrolled in the Information Technology Foundations local Technical Certificate program have an opportunity to earn college credit for their Career Readiness studies, culminating with a portfolio project reflecting upon their experience in the program. Further, the program offers a sequence of courses that provide relevant technical knowledge and skills to prepare students for continued employment and/or further education within their chosen career cluster.

Embedding certificates has proven to be an effective retention and progression methodology. Implementation of a Technical Certificate also provides transferability of credits and makes the program more accessible.

RATIONALE: In addition to the Career Readiness (VERTICAL) program, the College currently offers the corresponding Associate in Science in Computer Information Technology program, which is included as part of the Florida Department of Education’s Information Technology career cluster. It is anticipated that the implementation of this local Technical Certificate program will provide graduates with occupation-specific skills that contribute to their academic knowledge, higher-order reasoning, problem-solving abilities, and employability.

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

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

AGENDA ITEM NO. A – 13.

Subject:	Academic Affairs: Activation of Office Administration Foundations Technical Certificate Program
Meeting Date:	August 12, 2025

RECOMMENDATION: It is recommended that the District Board of Trustees approve the activation of the Office Administration Foundations (10 credit hours) local Technical Certificate program embedded within the Career Readiness (VERTICAL) program effective Fall Term 2025.

BACKGROUND: The Office Administration Foundations local Technical Certificate program has been recommended for activation by the College’s Curriculum Committee and approved by the Provost/Vice President of Academic Affairs. The activated program will have new student enrollments beginning with the Fall Term 2025.

The primary purpose of the Career Readiness (VERTICAL) local certificate curriculum is to provide specialized career education for students with significant cognitive and/or learning disabilities who, in addition to instructional accommodations, require college credit and occupational experience in order to meet individual interests, abilities, and learning needs. The goal is integrated competitive employment in the student’s chosen occupation. Students enrolled in the Office Administration Foundations local Technical Certificate program have an opportunity to earn college credit for their Career Readiness studies, culminating with a portfolio project reflecting upon their experience in the program. Further, the program offers a sequence of courses that provide relevant technical knowledge and skills to prepare students for continued employment and/or further education within their chosen career cluster.

Embedding certificates has proven to be an effective retention and progression methodology. Implementation of a Technical Certificate also provides transferability of credits and makes the program more accessible.

RATIONALE: In addition to the Career Readiness (VERTICAL) program, the College currently offers the corresponding Associate in Science in Office Administration program, which is included as part of the Florida Department of Education’s Business, Management and Administration career cluster. It is anticipated that the implementation of this local Technical Certificate program will provide graduates with occupation-specific skills that contribute to their academic knowledge, higher-order reasoning, problem-solving abilities, and employability.

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

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

AGENDA ITEM NO. A – 14.

Subject:	Academic Affairs: Inactivation of Advanced Network Virtualization Technical Certificate Program
Meeting Date:	August 12, 2025

RECOMMENDATION: It is recommended that the District Board of Trustees approve the inactivation of the Advanced Network Virtualization (34 credit hours) Technical Certificate program, effective at the end of Summer Term 2025.

BACKGROUND: The Advanced Network Virtualization Technical Certificate program has been recommended for inactivation by proxy in response to course inactivations from prior curriculum updates and/or the Five-Year Purge reports. The inactivated program will have no new student enrollments beginning with Fall Term 2025 per SACSCOC guidelines.

Following a comprehensive program review by faculty in response to previous curriculum actions, it was determined that courses within the program were no longer active for scheduling. Therefore, students are unable to complete the program within the allotted credit hour requirements. As such, it was determined to be in the best interest of the students and the College to inactivate the Advanced Network Virtualization Technical Certificate program. Although full-time faculty are currently assigned to the inactivated program, they will continue to teach with the College's large inventory of information technology program options.

RATIONALE: Students who are currently enrolled in the program being inactivated have been notified by letter and email correspondence. As part of the College's curricular inventory, courses within the existing program will be available for completion. Students who are interested will be provided with an opportunity to enroll in one of the College's other information technology programs.

FISCAL NOTES: No fiscal impact is anticipated.

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

AGENDA ITEM NO. A – 15.

Subject:	Academic Affairs: Inactivation of Early Childhood Management Associate in Science Program
Meeting Date:	August 12, 2025

RECOMMENDATION: It is recommended that the District Board of Trustees approve the inactivation of the Early Childhood Management (60 credit hours) Associate in Science program, effective at the end of Summer Term 2025.

BACKGROUND: The Early Childhood Management Associate in Science 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 Fall Term 2025 per SACSCOC guidelines.

The program was originally designed to prepare students for careers with young children in public and/or private childcare development centers and family home child care centers as early childhood managers or care takers. Currently, the College is the only remaining institution within the state of Florida that has continued to offer this program with a focus on childhood management.

Following a comprehensive program review in response to the shift in curricular focus from childhood management to childhood education, it was determined to be in the best interest of the students and the College to inactivate the Early Childhood Management Associate in Science program and offer the replacement Early Childhood Education Associate in Science program. Although full-time faculty are currently assigned to the inactivated program, they will transition to teaching in the College's replacement program, so no negative impact is expected.

RATIONALE: Students who are currently enrolled in the program being inactivated have been notified by letter and email correspondence. As part of the College's curricular inventory, courses within the existing program will be available for completion. Students who are interested will be provided with an opportunity to enroll in the replacement program or one of the College's other education programs.

FISCAL NOTES: No fiscal impact is anticipated.

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

AGENDA ITEM NO. A – 16.

Subject:	Academic Affairs: Inactivation of Courses Not Taught Within Five Years
Meeting Date:	August 12, 2025

RECOMMENDATION: It is recommended that the District Board of Trustees approve the curriculum review and purge process conducted in the Spring 2025 term for the Fall 2019 through the Summer 2024 timeframe. This review process resulted in 13 courses being identified for review to determine possible inactivation effective Fall 2025 term from the following academic groups:

- 01 - Lower Level Arts & Profession
- 02 - Postsecondary Vocational
- 03 - College Credit Develop Ed
- 05 - Adult Vocational
- 14 - Upper Level Arts & Profession

7 of the 13 reviewed courses will be inactivated. Please see the addendum for a list of the 7 courses.

BACKGROUND: Rule 6A.10.0331, Florida Administrative Code, requires that institutions inactivate courses that have not been taught for five years. The rule also requires that the identified courses be removed from the college catalog and the Statewide Course Numbering System (SCNS) as part of the ongoing curriculum review process. Institutions must also receive approval for the course inactivations from their respective Boards of Trustees.

When courses are identified for inactivation, faculty and academic administrators are provided the opportunity to complete a waiver form for the course purge, thereby maintaining the selected courses in the current, active curriculum inventory.

RATIONALE: Inactivation of courses not scheduled for five or more years will ensure compliance with Rule 6A.10.0331, Florida Administrative Code, resulting in an update (when applicable) to the college catalog and the SCNS for the 2025-2026 academic year.

FISCAL NOTES: No fiscal impact is anticipated.

Addendum - Inactivation of Courses Not Taught Within Five Years

Courses not scheduled for five years - academic groups 01, 02, 03, 05, 14 from 08/01/2019 - 08/01/2024 to be inactivated.

Prefix	Number	Course Title
AVM	1010	Aviation Management
FSS	1100	Menu and Marketing Management
FSS	1200	Culinary Terminology and Procedures
HLP	1082	Personal Wellness
IND	2608	Sustainable Design for Interiors
MUM	1601	Recording Techniques II
TAR	2120	Architectural Drafting

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

INFORMATION ITEM NO. I – A.

Subject:	Human Resources: Personnel Actions
Meeting Date:	August 12, 2025

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 August 12, 2025**

Faculty Full-Time Appointments

Colson	Kalynda	Professor of English
Kokolyuk	Olga	Temporary Professor of Commercial Driving
Simmons	Lenord	Temporary Professor of Commercial Driving

A&P Reclassifications

Ballagas Rodriguez	Lino	Data Architect
Pugh	Michael	Director of Program Development
Thomas	Lindsey	AVP Finance and Controller
Tomlinson	Nicole	Program Manager

A&P Full-Time Appointments

Abadie-Mendia	Myrna	Instructional Program Manager
Kenney	Heather	Executive Director of Dual Enrollment and Articulations
Baumgartner	Cheyenne	Engineer III Software
Conty	Chris	Program Manager
Fugere	Justin	Systems Engineer IV
Lazenberry	Jermaine	Engineer I Client Support
Thomas	William	Director Client Support

Career Reclassifications

Campbell	Heather	Vision Rehabilitation Case Manager
Cutler	Benjamin	Vision Rehabilitation Case Manager
Newton	Sally	Vision Rehabilitation Case Manager
Schwimmer	Iris	Vision Rehabilitation Case Manager
Solomon	Candace	Vision Rehabilitation Case Manager
Undheim	Cheryl	Vision Rehabilitation Case Manager

Career Full-Time Appointments

Barney	Charles	Security Officer
Buck	Christopher	Academic Tutor
Burnette	Gregory	Student Success Navigator
Collier	Kathryn	Student Success Navigator
Crumpler	Michael	Senior Plant Service Worker
Dawkins	Kaelan	Student Success Navigator
Edgar	Jade	Academic Department Coordinator
Horne	Donald	Campus Police Officer
Jerido	Robert	Plant Service Worker
Johnson	David	Bachelor Program Advisor
Kelly	Myron	Tradesworker Senior Specialist
Kirkland	Christina	Box Office Assistant
Lauderdale	Jodi	Security Officer
Merritt	Solida	Academic and Career Advisor
Mobley	Christianna	Plant Service Worker
Outlaw	Andre	Associate Program Specialist
Primus	Flossie	Project Coordinator
Robinson	Marvin	Plant Service Worker
Saleh	Dimitri	Library Assistant
Saum	Jason	Security Officer
Smith	Kevin	Maintenance Site Manager
Taylor	Alexis	Interim Distance Learning Assessment Specialist
Wade	John	Plant Service Worker
Wiggins	Cherie	Student Success Navigator
Williams	Donnetta	Instructional Support Specialist
Williams Mickens	Tanisha	Campus Dual Enrollment Coordinator

Career Part-Time Appointments

Asiamah	Sabine	Academic Tutor
Brewington	Mark	Test Proctor
Everington	Vivianne	Academic Tutor
Johnston	Tangi	Test Examiner
Kazdan	Jackson	Academic Tutor
Pastor	Zander	Patron Services Specialist
Pham	Luu	Academic Tutor
Walker	Tashari	Patron Services Specialist

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

INFORMATION ITEM NO. I – B.

Subject:	Purchasing: Purchase Orders Over \$195,000
Meeting Date:	August 12, 2025

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
PO00018078	\$218,264	Databank IMX LLC	Data Management Software Package Annual Subscription	Purchase Authority: SBE 6A-14.0734 (2)(f) & (2)(g) & Board Rule 6Hx7-5.1: Professional Services & FSCJ's Approved Technology Plan
PO00018130	\$366,821	Instructure, Inc.	Canvas Learning Management System (LMS)	Purchase Authority: SBE 6A-14.0734(2)(g) & Board Rule 6Hx7-5.1 FSCJ's Approved Technology Plan
PO00018164	\$208,061	Davenport Group, Inc.	Dell PowerEdge R660s and Dell PowerVault ME5024s are used together to run and store data for FSCJ applications like websites, databases, or virtual machines	Purchase Authority: SBE 6A-14.0734(2)(c) & Board Rule 6Hx7-5.1 Cooperative Agreement; FL (Dell) 43210000-23-NASPO-ACS Estimate Number DG14201
PO00018179	\$454,352	Presidio Corporation	Network Switch replacements, maintenance and cabling	Purchase Authority: SBE 6A-14.0734(2)(c) & Board Rule 6Hx7-5.1 Cooperative Agreement; National Cooperative Purchasing Alliance TD Synnex NCPA Contract 01-170 Quote: 2001725064977-01
PO00018182	\$374,731	Presidio Corporation	Network WIFI Equipment Upgrade and Licensing	Purchase Authority: SBE 6A-14.0734(2)(c) & Board Rule 6Hx7-5.1 Cooperative Agreement. Florida NASPO ValuePoint Cisco AR3227 FL#43220000-NASPO-19-ACS Quote: 2001725064803-03

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

Contract/ PO No.	Total	Supplier	Description	Authority
PO00018205	\$354,072	Presidio Corporation	Fortigate Switch Controllers, Network Switches, Network Authenticators, Licensing and Premium Support.	Purchase Authority: SBE 6A-14.0734(2)(c) & Board Rule 6xX7-5.1 Cooperative Agreement. National Cooperative Purchasing Alliance TD Synnex NCPA Contract 01-170 Quote: 2001725064615-01
PO00018237	\$1,074,126	ERP Analysts, Inc.	PeopleSoft Content Migration, Hosting and Managed Services	Purchase Authority: SBE 6A-14.0734(2)(g) & Board Rule 6Hx7-5.1 FSCJ's Approved Technology Plan 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 the State of Florida purchasing guidelines, State Contracts, and the College procurement procedures.

FISCAL NOTES: This purchase order utilized College restricted and unrestricted budgeted funds in the amount not to exceed \$3,050,430.

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

INFORMATION ITEM NO. I – C.

Subject:	Facilities: Change Orders – South Campus – ARP Act – Restroom Renovation, Building T, 1 st Floor
Meeting Date:	August 12, 2025

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

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

Contract Value

Less than \$500,000
\$500,000 or greater

**Maximum change
Order Authority**

\$50,000
\$100,000

Vendor	C.O.#	Amount
<u>South Campus:</u> Change orders issued to E. Vaughn Rivers, Inc. for the original contract dated December 17, 2024, for the South Campus – ARP Act – Restroom Renovation, Building T, 1 st Floor Project in accordance with FSCJ RFP # 2022C-13E. E. Vaughan Rivers, Inc. Original Contract Amount: \$296,783.90		
<ul style="list-style-type: none"> Decrease: Change Order #1 issued to decrease PO for POR REQ0019836 issued to George P Coyle by \$22,131.00 (\$20,680.00 Material + \$1,451.00 Tax). The PO will decrease from \$296,783.90 to \$274,652.90 per PO CO Req 6226. 	CO #1	(\$22,131.00)
<ul style="list-style-type: none"> Decrease: Change Order #2 issued to decrease PO by \$18,614.65 (\$17,490.24 Material + \$1,124.41 Tax) per POR REQ0019908 issued to Commercial Flooring. The PO will decrease from \$274,652.90 to \$256,038.25 per PO CO Req 6280. 	CO #2	(\$18,614.65)
<ul style="list-style-type: none"> Increase: Change Order #3 issued to increase PO for AIA CO as defined on Line #2 by increasing Line #1 by \$2,575.41 from \$256,038.25 to \$258,613.66 and adding Line #2 for \$662.51 	CO #3 AIA CO #1	\$3,237.92

Subject: Facilities: Change Orders – South Campus – ARP Act – Restroom Renovation, Building T, 1st Floor
(Continued)

Vendor	C.O.#	Amount
(Project 550102) increasing PO total from \$256,038.25 to \$259,276.17 per PO CO Req 6350.		
<ul style="list-style-type: none"> • Increase: Change Order #4 issued for AIA CO #2 increase scope of work as defined on Line #2, increasing Line #2 by \$5,292.29 from \$662.51 to \$5,954.80 generating a total PO increase from \$259,276.17 to \$264,568.46. 	CO #4 AIA CO #2	\$5,292.29
<ul style="list-style-type: none"> • No Monetary Value: Change Order #5 issued for AIA CO #3 to extend project duration as defined on Line 1 with no monetary change. Project PO remains at \$264,568.46. 	CO #5 AIA CO #3	\$0.00
<ul style="list-style-type: none"> • Adjustment: Change Order #6 issued to realigned SDM Project 550111 available balance as follows: Increase Line 1 (Project 550111) by \$3,157.36 from \$258,613.66 to \$261,771.02. Decrease PO Line 2 (Project 550102) by \$3,157.36 from \$5,954.80 to \$2,797.44. The PO total remains the same at \$264,568.46 per PO CO Req 6536. 	CO #6	\$0.00
<ul style="list-style-type: none"> • Increase: Change Order #7 issued for AIA CO #4 increase scope of work as defined on Line #2, increasing Line #2 by \$5,740.38 from \$2,797.44 to \$8,537.82 generating a total PO increase from \$264,568.46 to \$270,308.84. 	CO #7	\$5,740.38
<ul style="list-style-type: none"> • Decrease: Change Order #8 issued to Decrease PO line 2 by \$100.00 from \$8,537.82 to \$8,437.82 to fix clerical error in PO CO #1 generating a PO total reduction from \$270,308.84 to \$270,208.84. 	CO #8	(\$100.00)
E. Vaughan Rivers, Inc. Final Contract Amount: \$270,208.84		

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

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

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

INFORMATION ITEM NO. I – D.

Subject:	Facilities: Change Orders – South Campus – Parking Lot Lighting Retrofit Project
Meeting Date:	August 12, 2025

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

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

Contract Value

Less than \$500,000
\$500,000 or greater

**Maximum change
Order Authority**

\$50,000
\$100,000

Vendor	C.O.#	Amount
<p><u>South Campus:</u> Change orders issued to E. Vaughan Rivers, Inc. for the original contract dated October 8, 2024, for the South Campus – Parking Lot Lighting Retrofit Project in accordance with FSCJ RFP #2019C-18E.</p> <p>E. Vaughan Rivers, Inc. Original Contract Amount: \$345,230.25</p> <ul style="list-style-type: none"> Decrease: Change Order #1 issued to decrease PO for Tax Saving POR REQ0019526 to Lamp Sales by \$140,238.01 (\$132,229.25 Material + \$8,008.76 Tax), generating a PO decrease from \$345,230.25 to \$204,992.24 per PO CO Req 5923. Decrease: Change Order #2 issued to decrease PO by \$7,413.38 (\$6,923.00 Material + \$490.38 Tax) for the tax saving material purchase order increase to Lamp Sales POR PO0017455. PO will decrease from \$204,992.24 to \$197,578.86 per PO CO Req 6187. 	<p>CO #1</p> <p>CO #2</p>	<p>(\$140,238.01)</p> <p>(\$7,413.38)</p>

Subject: Facilities: Change Orders – South Campus – Parking Lot Lighting Retrofit Project
(Continued)

Vendor	C.O.#	Amount
<ul style="list-style-type: none"> • Increase: Change Order #3 issued to increase PO for AIA CO #1 for additional Scope of Work as defined on Line #1 in the amount of \$19,134.50 generating a PO increase from \$197,578.86 to \$216,713.36. 	CO #3 AIA CO#1	\$19,134.50
<ul style="list-style-type: none"> • No Monetary Value: Change Order #4 issued for AIA CO #2 dated 4/29/2025 to extend project duration as defined on Line 1 with no monetary change. Project PO remains at \$216,713.36. 	CO #4 AIA CO#2	\$0.00
E. Vaughan Rivers, Inc. Final Contract Amount: \$216,713.36		

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

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

**PROPOSED DBOT MEETING SCHEDULE
FISCAL YEAR 2025-26**

**FINANCE & AUDIT COMMITTEE QUARTERLY MEETINGS,
WORKSHOPS and REGULAR MEETINGS**

DATE/TIME	EVENT	LOCATION
August 2025		
Tuesday, August 12 Noon – 1 p.m. 1 – 2:30 p.m.	August 2025 DBOT Meetings Workshop Regular Meeting	FSCJ Administrative Offices 501 West State St., Jacksonville, FL 32202 Room 403A Board Room 405
September 2025		
Tuesday, September 9 10:45 – 11:45 a.m. Noon – 1 p.m. 1 – 2:30 p.m.	September 2025 DBOT Meetings Finance & Audit Committee Quarterly Mtg. Workshop Regular Meeting	FSCJ Administrative Offices 501 West State St., Jacksonville, FL 32202 Room 406 Room 403A Board Room 405
October 2025		
Tuesday, October 14 Noon – 2 p.m.	October 2025 DBOT Meeting Deep Dive Workshop	FSCJ South Campus – Wilson Center 11901 Beach Blvd., Jacksonville, FL 32246 Lakeside Room
November 2025		
Tuesday, November 11	Veterans Day Observed (College Closed)	
Wednesday, November 12 10:45 – 11:45 a.m. Noon – 1 p.m. 1 – 2:30 p.m.	November 2025 DBOT Meetings Finance & Audit Committee Quarterly Mtg. Workshop Regular Meeting	FSCJ Administrative Offices 501 West State St., Jacksonville, FL 32202 Room 406 Room 403A Board Room 405
January 2026		
Friday, January 30 9 a.m. – 4 p.m.	January 2026 DBOT Meeting Deep Dive Workshop – Planning Meeting/ Retreat	Omni Amelia Island Resort 39 Beach Lagoon Rd., Amelia Island, FL 32034 Conference Center – Magnolia Room E/F

DATE/TIME	EVENT	LOCATION
February 2026		
Tuesday, February 10 10:45 – 11:45 a.m. Noon – 1 p.m. 1 – 2:30 p.m.	February 2026 DBOT Meetings Finance & Audit Committee Quarterly Mtg. Workshop Regular Meeting	FSCJ Administrative Offices 501 West State St., Jacksonville, FL 32202 Room 406 Room 403A Board Room 405
April 2026		
Tuesday, April 14 10:45 – 11:45 a.m. Noon – 1 p.m. 1 – 2:30 p.m.	April 2026 DBOT Meetings Finance & Audit Committee Quarterly Mtg. Workshop Regular Meeting	FSCJ Kent Campus 3939 Roosevelt Blvd., Jacksonville, FL 32205 Room D-111 Room D-120 Room D-120
May 2026		
Tuesday, May 19 Noon – 2 p.m.	May 2026 DBOT Meeting Deep Dive Workshop – Budget (Review of the FY 2026-27 College Budget)	North Campus 4501 Capper Rd., Jacksonville, FL 32218 Room A-236
June 2026		
Tuesday, June 9 Noon – 1 p.m. 1 – 2:30 p.m.	June 2026 DBOT Meetings Workshop Regular Meeting	FSCJ Administrative Offices 501 West State St., Jacksonville, FL 32202 Room 403A Board Room 405
July 2026		
Tuesday, July 14 Noon – 2 p.m.	July 2026 DBOT Meeting Deep Dive Workshop	FSCJ Nassau Center 76346 William Burgess Blvd., Yulee, FL 32097 Nassau Room T-126
August 2026		
Tuesday, August 11 Noon – 1 p.m. 1 – 2:30 p.m.	August 2026 DBOT Meetings Workshop Regular Meeting	FSCJ Administrative Offices 501 West State St., Jacksonville, FL 32202 Room 403A Board Room 405

FY 2025-26 DBOT Meeting Scheduled PENDING APPROVAL, 08/12/25.

All regular meetings of the Board begin at 1 p.m. unless noted otherwise.

Please note the meeting dates/locations may be subject to change at the Board's discretion.

For more information, contact: Kimberli Sodek, Administration Support Manager – Office of College President at Kim.Sodek@fscj.edu