

New College of Florida Board of Trustees

Tuesday, October 3, at 2:00 – 4:00 pm

Sudakoff Conference Center

5845 General Dougher Pl,

Sarasota, FL 34243

Virtual viewing link:

<https://www.youtube.com/@NewCollegeofFL>

BOT Meeting Agenda

1. Pledge of Allegiance

2. Call to Order

- Roll Call, Establish Quorum, Confirm Public Notice of Meeting

3. Call for Public Comment

4. Consent Agenda

ACTION ITEMS

- Approval of Minutes for the August 10, 2023, BOT Meeting
- Finance & Administration Committee
 - End of the Year Reporting - 2022-2023 E&G Carryforward Spending Plan
 - University E&G Carryforward Spending Plans FY 2023-24
 - University Fixed Capital Outlay Budget FY 2023-24
 - New College Foundation FY 23-24 Budget
- Approval of 2023 New College Equity Report
- Approval of incoming New College of Florida Foundation, Inc Board of Directors
- Winter Break Authorization

BOARD MOTION: APPROVAL OF CONSENT AGENDA ACTION ITEMS

5. Manatee County Donation 9 Acre Parcel to New College of Florida – *Bill Galvano, General Counsel*

- Authorize New College of Florida President to secure a donation agreement with Manatee County for a 9 acre parcel of land

6. Presidential Candidate Selection – *Debra A. Jenks, BOT Chair*

- Approval of New College of Florida Presidential Candidate

7. New Business

- Approval of New College of Florida Textbook and Instructional Materials Affordability Annual Report for Fall 2022 and Spring 2023

8. Adjournment

**New College of Florida Board of Trustees
Sudakoff Conference Center
Draft Minutes for August 10, 2023**

Pledge of Allegiance

Chair Debra A. Jenks lead the pledge.

Call to Order

The meeting was called to order at 2:01 p.m. and a quorum was announced.

Trustees Present: Debra A. Jenks (Chair), Ron Christaldi (Vice Chair), Ryan Anderson, Mark Bauerlein, Lance Karp, Grace Keenan, Charles Kesler, Sarah Mackie, Christopher Rufo, and Matthew Spalding. Not present: Joe Jacquot

Acknowledgment of Notice of Meeting

Interim Chief of Staff and Associate Vice President of Government Relations Christie Fitz-Patrick confirmed the meeting had been duly noticed.

Call for Public Comment

Public comment process ensued. The following members of the public provided comments: Mike Sanderson, Rodrigo Díaz, David Dagile, Jono Miller, Kathleen Coty, Gary Howell, Bruce Benidt, Tamara Solum, Rosemary Mejia, and Tracy Fero.

Consent Agenda

The consent agenda was presented and a request was made by Chair Jenks that it be approved.

Trustee Reid requested that the following consent agenda items be removed:

Finance & Administration Committee

- Faculty Recruitment and Retention Appropriation Spending Plan
- 2023/24 Initial Operating Budget
- Fixed Capital Outlay Budget

A motion to approve the consent agenda was made by Vice Chair Ron Christaldi, seconded by Trustee Spalding, and was approved unanimously.

Consent agenda action items approved were as follows:

Approve Minutes for the July 6, 2023, Board of Trustees Meeting

Finance & Administration Committee Items

Trustee Reid requested to ask questions and start a discussion on the Finance and Administration Committee Items. Chair Christaldi recommended that Trustee Reid be permitted to ask her questions to VP Kinsley. Trustee Reid proceeded to ask her questions.

VP Kinsley shared his response and a discussion ensued. Interim President Corcoran confirmed that the questions presented by Trustee Reid were previously asked at the Finance and Administration Committee meeting on July 31, 2023. Trustee Keenan requested that a footnote be added to the section regarding the projected Foundation numbers on the 2023/24 Initial Operating Budget.

Finance and Administration Committee Chair Christaldi suggested that Trustee Reid and VP Kinsley meet offline to allow VP Kinsley to share the proper information with her. VP Kinsley ensured that he will be committed to answering her questions.

Chair Jenks called for a motion to approve the recommendation of the Finance and Administration Committee Faculty Recruitment and Retention Appropriation Spending Plan, the 2023/24 Initial Operating Budget, and the Fixed Capital Outlay Budget. A motion was made by Trustee Spalding, Seconded by Trustee Karp, and a roll call vote was taken and approved with 10 voting yes and 1 voting no.

President's Report

Interim President Richard Corcoran provided his remarks. He discussed how historically, New College has scored low on many of the important metrics established by the Florida Board of Governors, specifically student retention and graduation rates and the plans to address these performance standards. He then discussed the significance of the Business Plan and its impact on the future of New College and how it will be presented to the Board of Governors.

Business Plan Presentation

Interim President Richard Corcoran presented the Business Plan. Chair Jenks requested that General Counsel Bill Galvano explain the process as requested by the Florida Board of Governors. Counsel Galvano explained the Board of Governors would like to have each item voted on separately including the Business Plan, Accountability Plan and Student Success Plan.

Questions and a discussion ensued. Trustee Keenan expressed her thoughts and concerns regarding the distribution of the document process. Trustee Spalding stated that the President is authorized to consult whomever he chooses. The General Counsel confirmed and expounded that ultimately, it is the Board of Governors that approves whether the plan is acceptable and deemed consistent with the laws of Florida and the objectives of the State University System.

Vice Chair Christaldi asked General Counsel Bill Galvano if the approval of the Business Plan will be procedurally appropriate given pending edits. The General Counsel confirmed that it is appropriate with edits furtherance of the objectives of the plan. He further noted that the BOG has expressed a preference to have the Board vote on the Business Plan with the two appendices, and then vote on the Student Success Plan and the Accountability Plan separately.

Chair Jenks called for a motion to approve the Business Plan. Trustee Spalding made a motion, in the form presented to the Board, subject to such amendments and technical revisions to other changes as the President in his discretion deems necessary to effectuate

the objectives of the plan, was seconded by Trustee Karp, and approved with a roll call vote taken with 9 voting yes and 2 voting no.

Chair Jenks requested a motion to approve the Accountability Plan. A motion was made by Trustee Spalding, seconded by Trustee Karp, and approved unanimously with a roll call vote taken with 11 voting yes.

Chair Jenks requested a motion to approve the Student Success Plan. A motion was made by Trustee Spalding, seconded by Trustee Karp, and approved with a roll call vote taken with 9 voting yes and 2 voting no.

Presidential Search Committee

Chair Jenks requested Trustee Spalding, Chair of the Presidential Search Committee and NCF Trustee to share updates on the presidential search process. Trustee Spalding gave an update on the process and confirmed that all three candidates have met the criteria set forth by the Florida Board of Governors and were brought to the Board of Trustees for further consideration.

Student Housing

Chair Jenks requested Chris Kinsley, Vice President of Finance & Administration, to present the Student Housing contract.

Questions and a discussion ensued.

Trustees Keenan and Reid gave their remarks and concerns regarding the hotel for student housing. Trustee Spalding asked if the current housing situation is caused by the years of deferred maintenance from the previous administrations. It was confirmed that the primary causes are the high levels of enrollment and the many years of deferred maintenance.

President Corcoran confirmed that he will ensure it will be the best possible environment for the students. The General Counsel confirmed that responsibility was put on the hotel to provide transportation and they are working with the college to be flexible in increasing the number of routes. President Corcoran confirmed that they will do whatever they need to do to ensure student safety. Questions were raised regarding a contract for the spring semester and it was confirmed that the system allows for extension of the contract by amendment.

Chair Jenks called for a motion to approve. Vice Chair Christaldi moved to approve the Contract with Hotel for Additional Student Housing, was seconded by Trustee Karp, and approved unanimously with a roll call vote taken with 11 voting yes.

Collective Bargaining Agreements

Chair Jenks requested Erika Worthy, Chief Human Resource Officer, to present the Ratification of Changes to the Collective Bargaining Agreement between New College of Florida and the Police Benevolent Association.

Questions and a discussion ensued.

Chair Jenks called for a motion to approve. Trustee Reid moved to approve the Ratification of Changes to the Collective Bargaining Agreement between New College of Florida and the Police Benevolent Association, was seconded by Trustee Bauerlein, and a roll call vote was taken and approved with 10 voting yes, and Vice Chair Christaldi not present.

New Business

Trustee Rufo requested to propose an item of new business to discuss one program in particular that is not compatible with the mission of New College to revive a classical liberal arts education, stating that the gender studies program is wildly contradictory to that mission.

Trustee Rufo moved to direct the President and staff to take the necessary and proper steps to terminate the Gender Studies program beginning with the 2024 enrollees.

The General Counsel advised that this motion may be made as a directive to look into the proper steps for terminating the Gender Studies program to ensure compliance with all requirements of the Florida Board of Governors, including Regulation 8.012.

Questions and a discussion ensued. Trustee Reid presented a statement in support of Gender Studies. Trustee Keenan requested prepared documents with the reasoning behind this directive.

The General Counsel confirmed there are no procedural issues with the motion in that it is only a directive for further action and not dispositive.

Trustee Rufo made a motion to approve the directive to start the process to discontinue the Gender Studies program beginning with the 2024 enrollees, seconded by Trustee Spalding, and approved with a roll call vote taken with 7 voting yes, 2 voting no, and Vice Chair Christaldi voting no due to not being present for the entirety of the discussion to be properly informed. Trustee Anderson was not present for the vote.

Adjournment

There being no other business, the meeting was adjourned at 4:35 p.m.

Respectfully submitted,

Christie Fitz-Patrick
Interim Chief of Staff

NEW COLLEGE OF FLORIDA BOARD OF TRUSTEES
Finance and Administration Committee

Meeting Date: September 28, 2023

SUBJECT: 2023-2024 Carry Forward Spending Plan and Fixed Capital Outlay Budget

PROPOSED BOARD ACTION

1. Approve the College's 2023-24 Carry Forward Spending Plan and Fixed Capital Outlay Budget for FY 2023-24
2. Authorize the President to make necessary adjustments to this budget during the operating year.

BACKGROUND INFORMATION

These items require BOT review and approval to achieve the submission deadline established for consideration by the BOG.

The College anticipates using available funds from the Carry Forward Reserve to address important operational as well as critical capital needs. In summary, the Carry Forward Spending Plan is as Follows:

July 1, 2022 Beginning Reserve Balance ⁱ	\$23,286,982
Mandatory 7 % Reserve ⁱⁱ	\$ 4,658,877
Non-Recurring Operating Expenses	\$ 7,720,959
Fixed Capital Outlay Projects	\$10,907,146
June 30, 2024 Anticipated Ending Balance Less Mandatory Reserve	\$0

The Fixed Capital Outlay Budget is a summary of all FCO projects, and reflects the latest updates to the College's proposed capital improvement plans.

Lastly, the BOG required Carry Forward Spending Plan Summary, representing a final reconciliation of actual budget to the approved CF budget from 2022 is presented for informational purposes.

Supporting Documentation Included:

2022-2023	Carry Forward Spending Plan as Amended and Reconciled (For information only)
2023-2024	Carry Forward Spending Plan
2023-2024	Fixed Capital Outlay Budget

Facilitators/Presenters: Vice President for Finance and Admin, Chris Kinsley

ⁱ As a point of comparison, the July 1, 2021 beginning reserve balance was \$11,940,525.

ⁱⁱ The 7% reserve requirement was previously \$2,509,635. The increased reserve requirement is reflective of the material increase in the NCF operating budget for 2023-24.

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New College of Florida
Education and General
Carryforward Spending Plan Summary
Approved by University Board of Trustees
Balances and Spending Plans as of July 1, 2022

		<u>University E&G</u> <u>Final/Amended as</u> <u>of June 30, 2023</u>	<u>Grand Total :</u> <u>University Summary</u>	<u>Grand Total:</u> <u>University Summary</u> <u>Final/Amended as of</u> <u>June 30, 2023</u>
		<u>University E&G</u>		
Other Operating Requirements (University Board of Trustees-Approved That Support the University Mission)		\$ 1,200,000	\$ 718,103	\$ 1,200,000
Contingencies for a State of Emergency Declared by the Governor (Section 1011.45(3)(g))		\$ -	\$ 630,023	\$ -
Operating Commitments : (Should agree with committed column total on "Details-Operating" tab)		\$ 3,637,524	\$ 3,591,876	\$ 3,637,524
FCO Commitments : (Should agree with committed column total on "Details-Fixed Capital Outlay" tab)		\$5,114,774	\$ 4,757,946	\$ 5,114,774
Grand Total Commitments :		\$ 8,752,298	\$ 8,349,822	\$ 8,752,298
I. Available E&G Carryforward Balance as of July 1, 2022:		\$ -	\$ -	\$ -
J. Amended Available E&G Carryforward Balance as of June 30, 2023:		\$ -		\$ -

* Please provide supplemental **detailed descriptions** for these multiple-item categories in sections F, G, and H for operating, fixed capital outlay, and FCO Reserves spending plans using Board of Governors templates provided (use worksheet tabs for "Details" included with this file).

- Notes :**
- Florida Polytechnic University amounts include the Phosphate Research Trust Fund.
 - 2019 Senate Bill 190 amended 1011.45 F.S.** regarding university Education & General carryforward minimum reserve balances, reporting requirements, and allowable uses. 1011.45(2) states that *"Each university that retains a state operating fund carry forward balance in excess of the 7 percent minimum shall submit a spending plan for it's excess carry forward balance. The spending plan shall be submitted to the university's board of trustees for review, approval, or if necessary, amendment by September 1, 2020, and each September 1 thereafter. The Board of Governors shall review, approve, and amend if necessary, each university's carry forward spending plan by October 1, 2020, and each October 1 thereafter."* 1011.45(3) adds *"A university's carry forward spending plan shall include the **estimated cost per planned expenditure and a timeline for completion of the expenditure.**"* Three additional tabs are provided with this file to allow reporting of university detailed expenditure plans for each planned expenditure or project, a completion timeline, and amount budgeted for expenditure during the reporting fiscal year.
 - ³ Due to the unanticipated expenses from Hurricane Ian, \$717,038 (2%) of the CF Resereve will be used to pay for recovery efforts until reimbursement is provided by FEMA. At that time, the funds utilized from the 7% reserve will be replenished.

New College of Florida

2022-2023 University E&G Carryforward Spending Plans - Supplemental Details (Operating Plans)

Pursuant to 1011.45, Florida Statutes

July 1, 2022

Line Item #	Carryforward Spending Plan Category	Specific Expenditure/Project Title	Budget				Project Timeline			Comments/Explanations
			Total Amount to be Funded from Current Year E&G Carryforward Balance	RESTRICTED Restricted Balance as of July 1, 2022	COMMITTED Committed Balance as of July 1, 2022	E&G Carryforward Amount Budgeted for Expenditure During FY22	Total # Years of Expenditure per Project	Current Expenditure Year #	Estimated Completion Date (Fiscal Year)	
1	Campus Security and Safety Enhancements	Upgrades and enhancements (60799, 70399)	70,271	-	70,271	70,271	1	1	2022-23	
2	Student Services, Enrollment, and Retention Efforts	Support of retention efforts (50199-50599)								
3	Student Financial Aid	Scholarships (50396)	953,875	-	953,875	953,875	1	1	2022-23	
4	Faculty/Staff, Instructional and Advising Support and Start-up Funding	Office Equipment and instructional support (10271P)(10197-10999)	958,903	-	958,903	958,903	1	1	2022-23	
5	Faculty Research and Public Service Support and Start-Up Funding	Faculty Start Up Funding (10193)	122,457	-	122,457	122,457	1	1	2022-23	
6	Library Resources	Supporting electronic materials available to students (40298)(40299)	476,993	476,993	-	476,993	1	1	2022-23	
7	Information Technology (ERP, Equipment, etc.)	Upgrades to ERP and replacement of outdated technology. (40399, 40499, 60599, 60992)	85,323	-	85,323	85,323	1	1	2022-23	
8	Other Operating Requirements (University Board of Trustees-Approved That Support the University Mission)	Board of Trustees reserve allocation (1007) (60999)	919,702	201,599	718,103	919,702	1	1	2022-23	
9	Contingencies for a State of Emergency Declared by the Governor	Hurricane Ian Recovery Costs	630,023		630,023	630,023				
Total as of July 1, 2022: *			\$ 4,270,468	\$ 678,592	\$ 3,591,876	\$ 4,270,468				

*Note: Should agree with respective restricted/contractual and/or committed category totals on "Summary" tab.

New College of Florida
2022-2023 University E&G Carryforward Spending Plans - Supplemental Details (Fixed Capital Outlay Plans)
Pursuant to 1011.45, Florida Statutes
July 1, 2022

Line Item #	Carryforward Spending Plan Category	Specific Project Title/Name	Description	Project(s) Cost to be Funded from Current Year E&G Carryforward Balance	Restricted	Committed	E&G Carryforward Funds Budgeted for Expenditure During FY23	Carryforward Expenditure Timeline			Comments/Explanations
					Restricted Balance As of July 1, 2022	Committed Balance As of July 1, 2022		Total # Years of Expenditure per Project	Current Expenditure Year #	Estimated Completion Date (Fiscal Year)	
1	Minor, < \$2M: Renovation, Repair or Maintenance	Match for Cook Hall/College Breezeway (70801A)	This amount is allocated for the match requirement for the Division of Historical Resources grant received for FY 22-23.	\$402,476	\$402,476	\$0	\$402,476	2	1	2024	
2	Minor, < \$2M: Renovation, Repair or Maintenance	College Hall HVAC & Interior Repairs (70801B)	Repair HVAC and other interior repairs	\$78,862	\$0	\$78,862	\$78,862	2	1	2024	
3	Minor, < \$2M: Renovation, Repair or Maintenance	College Hall - 2nd Floor ADA (70801C)	Adding elevator to be able to reach 2nd floor	\$9,555	\$0	\$9,555	\$9,555	2	2	2023	
4	Minor, < \$2M: Renovation, Repair or Maintenance	Caples Mansion Mold Mitigation Survey (70803)	Completion of a mold mitigation survey	\$21,342	\$0	\$21,342	\$21,342	2	2	2023	
5	Minor, < \$2M: Renovation, Repair or Maintenance	Library Water Intrusion Project (70809A)	Prevent water intrusion of building	\$329,261	\$0	\$329,281	\$329,261	2	2	2023	
6	Minor, < \$2M: Renovation, Repair or Maintenance	Palmer Court Sanitary (70812)	Replace sanitary piping	\$568,270	\$0	\$568,270	\$568,270	2	2	2023	
7	Minor, < \$2M: Renovation, Repair or Maintenance	4 Winds Interior Reno (70813)	Renovation work includes upgrades to lighting and flooring; renovations to existing restrooms; enclosure of existing kitchen and prep areas for safety; painting; new furniture and other miscellaneous appurtenances.	\$294,414	\$0	\$294,414	\$294,414	2	2	2023	
8	Minor, < \$2M: Renovation, Repair or Maintenance	College Hall Room 224 (70814)	Design and renovation	\$8,276	\$0	\$8,276	\$8,276	2	2	2023	
9	Minor, < \$2M: Renovation, Repair or Maintenance	Pritzker Structure (70816)	Completion of study and structural repairs	\$38,203	\$0	\$38,203	\$38,203	2	2	2023	
10	Minor, < \$2M: Renovation, Repair or Maintenance	58th Street Project (70817)	Design to complete a connector street	\$17,305	\$0	\$17,305	\$17,305	2	2	2023	
11	Minor, < \$2M: Renovation, Repair or Maintenance	Piccone Project (70817A)	Office space renovation	\$59,617	\$0	\$59,617	\$59,617	2	2	2023	
12	Minor, < \$2M: Renovation, Repair or Maintenance	Outdoor Classroom (70818)	Electrical upgrades to chickee hut	\$8,141	\$0	\$8,141	\$8,141	2	2	2023	
13	Minor, < \$2M: Renovation, Repair or Maintenance	Greenhouse Replacement (70819)	Replace two exisiting greenhouse spaces	\$221,138	\$0	\$221,138	\$221,138	2	2	2023	
14	Minor, < \$2M: Renovation, Repair or Maintenance	Career & Internship Program Expansion into Library (70820)	Additional space for collaboration/gathering area	\$917,705	\$0	\$917,705	\$917,705	2	2	2023	
15	Minor, < \$2M: Renovation, Repair or Maintenance	Sudakoff Repairs (70822)	Renovate and update offices, classrooms	\$17,289	\$0	\$17,289	\$17,289	2	2	2023	
16	Minor, < \$2M: Renovation, Repair or Maintenance	Conversion of old access control to Cbord (70825)	Upgrades to access control hardware and software	\$389,518	\$0	\$389,518	\$389,518	2	2	2023	
17	Minor, < \$2M: Renovation, Repair or Maintenance	Elevator Safety (70826)	Repair and upgrades to existing elevators across campus	\$27,000	\$0	\$27,000	\$27,000	2	2	2023	
18	Minor, < \$2M: Renovation, Repair or Maintenance	Cook Hall Renovation	HVAC Repair	\$2,453		\$2,453	\$2,453				
				* Total Minor Carryforward As July 1, 2022 :	\$3,410,825	\$402,476	\$3,008,369	\$3,410,825			
Major Carryforward Projects (>\$2M) ¹											
18	Major, \$2M-\$5M: Renovation, Repair or Maintenance	Caples Mansion Indoor Air Quality (IAQ)-Phase 2: Interior Mansion work (70803B)	HVAC improvements; repair of interior walls, ceilings, and floor; repair of select windows and doors; repair of exterior balcony over the entrance of the building; interior painting throughout; and other miscellaneous interior repairs.	\$1,749,577	\$0	\$1,749,577	\$1,749,577	3	2	2024	
				* Total Major Carryforward As July 1, 2022 :	\$1,749,577	\$0	\$1,749,577	\$1,749,577			
1. As defined in Board of Governors Regulation 14.003(2).			Fixed Capital Outlay Totals :	\$5,160,402	\$402,476	\$4,757,946	\$5,160,402				
* Note: Should agree with respective restricted/contractual and/or committed category totals on "Summary" tab.											

University Facilities Reserves
Additional Amounts Contributed From July 1, 2022 Beginning E&G Carryforward Balance
Pursuant to [s. 1001.706\(12\) F.S.](#) and Board of Governors Regulation 14.002

	Specific Project/Facility Title	Description of Project/Facility	Amount Added From E&G Carryforward for FY 2022-23
1.			
2.			\$ -
3.			\$ -
4.			\$ -
5.			\$ -
6.			\$ -
7.			\$ -
8.			\$ -
9.			\$ -
10.			\$ -
Total Capital Facilities Reserves as of July 1, 2022 : *			<u>\$ -</u>

*Note: Should agree with line F on the "Summary" tab.

State University System

Education & General Carryforward Spending Plan

Reporting Definitions

I. Carryforward Spending Plan - Budgetary Category Definitions

1. Encumbrances	Unpaid balances remaining in active purchase orders, travel authorizations, etc., to be paid using E&G carryforward funds. May also include nonrecurring employee compensation amounts through the end of the current fiscal year.
2. 7% Statutory Reserve Requirement	Required E&G reserve requirement per 1011.45 F.S. - amends previous 1011.40 F.S. requirement. Based on percentage of state operating budget.
3. Restricted/Contractual Obligations	Should generally be supported by documentation that memorializes an agreement with another party (e.g. contract, offer letter, construction contract/project number, etc.).
4. Commitments	Monies designated for a specific purpose which are not yet encumbered/contracted/restricted. Discretion may still be exercised with respect to the use of these funds.
5. University Board of Trustees Reserve Requirement	The amount of unrestricted funds set aside by the University Board of Trustees to address critical, unforeseen, or non-discretionary items that require immediate funding, such as unanticipated or uninsured catastrophic events, unforeseen contingencies, state budget shortfalls, or university revenue shortfalls.
6. Restricted by Appropriations	Funds appropriated by the Legislature for a specific purpose or intended use as identified by law or through legislative work papers.
7. Compliance Program Enhancements	Initiatives associated with being in compliance with federal law, state law, Board of Governors Regulations or any other entity with which the University must comply.
8. Audit Program Enhancements	Initiatives associated with implementing audit programs of the institution.
9. Campus Security and Safety Enhancements	The support of campus security and/or safety issues, such as the recruitment of police officers, vehicles, equipment, and investments which promote security and safety at the institution. This issue may also include mental health counseling and services.
10. Student Services, Enrollment, and Retention Efforts	Funds to promote student success through supporting student services programs, addressing enrollment, and assisting with retention efforts to support timely graduation.
11. Student Financial Aid	Funds allocated to reduce student costs and to provide an opportunity to obtain a degree in an affordable and timely fashion.
12. Faculty/Staff Instructional and Advising Support and Start-Up Funding	Funds identified to support instructional and advising activities, and/or start-up packages for new faculty. Start-up packages are often expended over a multi-year period.
13. Faculty Research and Public Service Support and Start-Up Funding	Funds identified to support research and public service, and any associated start up funding—Start-up packages are often expended over a multi-year period.
14. Library Resources	Materials and database access required to support programs of study and research.
15. Utilities	Support of nonrecurring utility costs throughout the university.
16. Information Technology (ERP, Equipment, Etc.)	Funds to improve operational productivity, educational improvements, and technological innovation, implementation and/or maintenance of ERP systems, and technological equipment purchases.
17. Other Operating Requirements	Other expenditures/projects that support the university's mission, are nonrecurring in nature, and are approved by the university board of trustees.
18. Contingencies for a State of Emergency Declared by the Governor	A commitment of funds to a contingency reserve for expenses incurred as a result of a state of emergency declared by the Governor pursuant to s. 252.36, Florida Statutes.

State University System

Education & General Carryforward Spending Plan

Reporting Definitions

- | | |
|---|---|
| 19. PECO Projects - Supplemental Funds to Complete Projects That Received Previous Appropriation | Commitment of funds to a public education capital outlay project for which an appropriation has previously been provided that requires additional funds for completion and which is included in the list required by s. 1001.706(12)(d), Florida Statutes. This category is valid for both major and minor carryforward projects. |
| 20. Completion of Renovation, Repair, or Maintenance Project up to \$5M | For projects that are consistent with the provisions of s. 1013.64(1), Florida Statutes, up to \$5 million per project. Refer to Board of Governors Regulation 14.001 for the definitions of renovation, repair, and maintenance. This category is valid for both major and minor carryforward projects. |
| 21. Replacement of Minor Facility (< 10,000 gsf) up to \$2M | Replacement of minor facility project that does not exceed 10,000 gross square feet in size, up to \$2 million. This category is valid for minor carryforward projects. |
| 22. Completion of a Survey-Recommended Remodeling or Infrastructure Project (Including DRS Schools) up to \$10M | Completion of a remodeling or infrastructure project, including a project for a developmental research school, up to \$10 million per project, if such project is survey recommended pursuant to s. 1013.31, Florida Statutes. Refer to Board of Governors Regulation 14.001 for the definition of remodeling. This category is valid for both major and minor carryforward projects. |

II. Column Definitions for Use With Details Tabs

- | | |
|---|---|
| 1. Carryforward Spending Plan Category | Functional category brought forward from the Carryforward Spending Plan reporting template. Categories are defined in Section I of this document. |
| 2. Specific Expenditure/ Project Title/Name | Detailed title of planned expenditure item or project, with sufficient details to be tracked individually through the expenditure cycle to completion. |
| 3. Total Amount to be Funded from Current Year E&G Carryforward Balance | The total estimated cost to be paid from current-year beginning E&G carryforward balance for the specific expenditure item or project. |
| 4. E&G Carryforward Amount Budgeted for Expenditure During FY21 | This column represents the current budgetary year's estimated disbursement of E&G carryforward towards the total planned expenditure item or project. |
| <u>Project Timeline</u> | |
| 5. Estimated Completion Date | Estimated date (year) for full expenditure of E&G carryforward funds for the specific expenditure plan item or project. |
| 6. Current Expenditure Year # | The current year in the project completion timeline, e.g. year 2 of a 4 year project. Input is number only. |
| 7. Total # Years of Expenditure per Project | The total number of years over which the expenditure item / project will span. |
| 8. Comments/Explanations | Additional information to assist the user of the report including, but not limited to, a description of the expenditure item / project and how it supports the university's mission and operations. |

Other Definitions

- | | |
|--------------------------|--|
| 9. Nonrecurring | Nonrecurring guidelines as vetted and approved by the Council for Administrative and Financial Affairs (CAFA) can be found on the Board of Governors' website. |
| 10. Coronavirus/COVID-19 | The use of E&G carryforward funds to address various university costs associated with COVID-19. |

New College of Florida
Education and General
Carryforward Spending Plan Summary
Approved by University Board of Trustees
Balances and Spending Plans as of July 1, 2023

	<u>University E&G</u>	<u>Special Unit or Campus (Title)</u>	<u>Grand Total : University Summary</u>
A. Beginning E&G Carryforward Balance - July 1, 2023 :			
Cash	\$ 1,385,865	\$ -	\$ 1,385,865
Investments	\$ 24,255,162	\$ -	\$ 24,255,162
Accounts Receivable	\$ 34,288	\$ -	\$ 34,288
Less: Accounts Payable	\$ 2,388,333	\$ -	\$ 2,388,333
Less: Deferred Student Tuition & Fees	\$ -	\$ -	\$ -
B. Beginning E&G Carryforward Balance (Net of Payables/Receivables/Deferred Fees) :	\$ 23,286,982	\$ -	\$ 23,286,982
C. Fiscal Year 2022-2023 E&G Carryforward Encumbrances Brought Forward		\$ -	\$ -
D. 7% Statutory Reserve Requirement (1011.45(1) F.S.):	\$ 4,658,877	\$ -	\$ 4,658,877
E. E&G Carryforward Balance Less 7% Statutory Reserve Requirement (Amount Requiring Approved Spending Plan) :	\$ 18,628,105	\$ -	\$ 18,628,105
F. Annual Contribution to Reserves for New FCO Projects (per s. 1001.706(12) F.S. and Board Reg 14.002) (Should agree with the "Total Facilities Reserves as of July 1, 2023" on the "Details - FCO Reserves" tab)	\$ -	\$ -	\$ -
G. * <u>Restricted / Contractual Obligations</u>			
Restricted by Appropriations	\$ -	\$ -	\$ -
University Board of Trustees Reserve Requirement	\$ -	\$ -	\$ -
Restricted by Contractual Obligations :			
Compliance, Audit, and Security			
Compliance Program Enhancements	\$ -	\$ -	\$ -
Audit Program Enhancements	\$ -	\$ -	\$ -
Campus Security and Safety Enhancements	\$ -	\$ -	\$ -
Academic and Student Affairs			
Student Services, Enrollment, and Retention Efforts	\$ -	\$ -	\$ -
Student Financial Aid	\$ -	\$ -	\$ -
Faculty/Staff, Instructional and Advising Support and Start-up Funding	\$ -	\$ -	\$ -
Faculty Research and Public Service Support and Start-Up Funding	\$ -	\$ -	\$ -
Library Resources	\$ -	\$ -	\$ -
Facilities, Infrastructure, and Information Technology			
Utilities	\$ -	\$ -	\$ -
Information Technology (ERP, Equipment, etc.)	\$ -	\$ -	\$ -
Small Carryforward Fixed Capital Outlay Projects (Board of Governors Regulation 14.003(2))	\$ 9,642,000	\$ -	\$ 9,642,000
Large Carryforward Fixed Capital Outlay Projects (Board of Governors Regulation 14.003(2))		\$ -	\$ -
Other UBOT Approved Operating Requirements			
Other Operating Requirements (University Board of Trustees-Approved That Support the University Mission)	\$ 600,959	\$ -	\$ 600,959
Contingencies for a State of Emergency Declared by the Governor (Section 1011.45(3)(g))	\$ 120,000		\$ 120,000
			\$ -
Operating Restricted : (Should agree with restricted column totals on "Details-Operating" tab)	\$ 720,959	\$ -	\$ 720,959
FCO Restricted : (Should agree with restricted column totals on "Details-Fixed Capital Outlay" tab)	\$ 9,642,000	\$ -	\$ 9,642,000
Grand Total Restricted / Contractual Funds :	\$ 10,362,959	\$ -	\$ 10,362,959
H. * <u>Commitments</u>			
Compliance, Audit, and Security			
Compliance Program Enhancements	\$ -	\$ -	\$ -
Audit Program Enhancements	\$ -	\$ -	\$ -
Campus Security and Safety Enhancements	\$ -	\$ -	\$ -
Academic and Student Affairs			
Student Services, Enrollment, and Retention Efforts	\$ -	\$ -	\$ -
Student Financial Aid	\$ -	\$ -	\$ -
Faculty/Staff, Instructional and Advising Support and Start-up Funding	\$ -	\$ -	\$ -
Faculty Research and Public Service Support and Start-Up Funding	\$ -	\$ -	\$ -
Library Resources	\$ -	\$ -	\$ -

New College of Florida
Education and General
Carryforward Spending Plan Summary
Approved by University Board of Trustees
Balances and Spending Plans as of July 1, 2023

	<u>University E&G</u>	<u>Special Unit or Campus (Title)</u>	<u>Grand Total : University Summary</u>
Facilities, Infrastructure, and Information Technology			
Utilities	\$ -	\$ -	\$ -
Information Technology (ERP, Equipment, etc.)	\$ -	\$ -	\$ -
Small Carryforward Fixed Capital Outlay Projects (Board of Governors Regulation 14.003(2))	\$ 1,265,146	\$ -	\$ 1,265,146
Large Carryforward Fixed Capital Outlay Projects (Board of Governors Regulation 14.003(2))		\$ -	\$ -
Other UBOT Approved Operating Requirements			
Other Operating Requirements (University Board of Trustees-Approved That Support the University Mission)	\$ -	\$ -	\$ -
Contingencies for a State of Emergency Declared by the Governor (Section 1011.45(3)(g))	\$ -		\$ -
(Fall '23 Hotel costs to replace loss of campus residence halls)	\$ 2,509,635		\$ 2,509,635
(Spring '24 Hotel contingency for ongoing loss of residence halls)	\$ 4,490,365		\$ 4,490,365
			\$ -
Operating Commitments : (Should agree with committed column total on "Details-Operating" tab)	\$ 7,000,000	\$ -	\$ 7,000,000
FCO Commitments : (Should agree with committed column total on "Details-Fixed Capital Outlay" tab)	\$ 1,265,146	\$ -	\$ 1,265,146
Grand Total Commitments :	\$ 8,265,146	\$ -	\$ 8,265,146
I. Available E&G Carryforward Balance as of July 1, 2023:	\$ (0)	\$ -	\$ (0)

* Please provide supplemental **detailed descriptions** for these multiple-item categories in sections F, G, and H for operating, fixed capital outlay, and FCO Reserves spending plans using Board of Governors templates provided (use worksheet tabs for "Details" included with this file).

Notes :

1. Florida Polytechnic University amounts include the Phosphate Research Trust Fund.
2. **2019 Senate Bill 190 amended 1011.45 F.S.** regarding university Education & General carryforward minimum reserve balances, reporting requirements, and allowable uses. 1011.45(2) states that *"Each university that retains a state operating fund carry forward balance in excess of the 7 percent minimum shall submit a spending plan for it's excess carry forward balance. The spending plan shall be submitted to the university's board of trustees for review, approval, or if necessary, amendment by September 1, 2020, and each September 1 thereafter. The Board of Governors shall review, approve, and amend if necessary, each university's carry forward spending plan by October 1, 2020, and each October 1 thereafter."* 1011.45(3) adds *"A university's carry forward spending plan must include the **estimated cost per planned expenditure and a timeline for completion of the expenditure.**"* Three additional tabs are provided with this file to allow reporting of university detailed expenditure plans for each planned expenditure or project, a completion timeline, and amount budgeted for expenditure during the reporting fiscal year.

New College of Florida

2023-2024 University E&G Carryforward Spending Plans - Supplemental Details (Operating Plans)

Pursuant to 1011.45, Florida Statutes

July 1, 2023

			Budget				Project Timeline			Comments/Explanations
Line Item #	Carryforward Spending Plan Category	Specific Expenditure/Project Title	Total Amount to be Funded from Current Year E&G Carryforward Balance	RESTRICTED Restricted Balance as of July 1, 2023	COMMITTED Committed Balance as of July 1, 2023	E&G Carryforward Amount Budgeted for Expenditure During FY24	Total # Years of Expenditure per Project	Current Expenditure Year #	Estimated Completion Date (Fiscal Year)	
1	Student Services, Enrollment, and Retention Efforts	Athletics Start Up Cost	\$ 600,959	\$ 600,959		\$ 600,959	1	1	23/24	
2	Campus Security and Safety Enhancements	Hurricane Ian Recovery Costs	\$ 120,000	\$ 120,000		\$ 120,000	2	2	23/24	
3	Student Services, Enrollment, and Retention Efforts	Fall '23 Hotel - residence hall offline cost offset	\$ 2,509,635		\$ 2,509,635	\$ 2,509,635	1	1	23/24	
4	Student Services, Enrollment, and Retention Efforts	Spring '24 Hotel - contingency for anticipated housing costs need residence hall offline	\$ 4,490,365		\$ 4,490,365	\$ 4,490,365	1	1	23/24	
Total as of July 1, 2023: *			\$ 7,720,959	\$ 720,959	\$ 7,000,000	\$ 7,720,959				

*Note: Should agree with respective restricted/contractual and/or committed category totals on "Summary" tab.

New College of Florida

2023-2024 University E&G Carryforward Spending Plans - Supplemental Details (Fixed Capital Outlay Project Plans)

Pursuant to Section 1011.45, Florida Statutes

July 1, 2023

Line Item #	Carryforward Spending Plan Category	Specific Project Title/Name	Project Description	Amount of July 1, 2023, E&G Carryforward Operating Balance Provided to FCO Project ² (F+G)	(F) Restricted	(G) Committed	Carryforward Expenditure Timeline			Comments/Explanations
					To Restricted Balance on July 1, 2023	To Committed Balance on July 1, 2023	Total # Years of Expenditures per Project	Current Expenditure Year #	Estimated Completion Date (Fiscal Year)	
Small Carryforward Projects ¹										
1	Small, < \$2M: Completion of Remodeling or Infrastructure	Caples Mansion Phase 2	HVAC improvements; repair of interior walls, ceilings, and floor; repair of select windows and doors; repair of exterior balcony over the entrance of the building; interior painting throughout; and other miscellaneous interior repairs.	\$ 726,986	\$ 590,416	\$ 136,570	3	3	2024	
2	Small, < \$2M: Renovation, Repair or Maintenance	Breezeway Grant	This amount is allocated for the match requirement for the Division of Historical Resources grant received for FY 22-23.	\$ 86,345	\$ 86,345	\$ -	2	2	2024	
3	Small, < \$2M: Renovation, Repair or Maintenance	R&M Campus Mold Mitigation Survey	Completion of a mold mitigation survey	\$ 17,425	\$ -	\$ 17,425	2	2	2024	
4	Small, < \$2M: Renovation, Repair or Maintenance	College Hall HVAC	Repair HVAC and other interior repairs	\$ 15,433	\$ 15,433	\$ -	2	2	2024	
5	Small, < \$2M: Completion of Remodeling or Infrastructure	58th St Project	Design and infrastructure to complete a connector street	\$ 415,325	\$ 15,325	\$ 400,000	2	2	2024	
6	Small, < \$2M: Renovation, Repair or Maintenance	Piccone House Project	Space Renovation	\$ 40,969	\$ 5,153	\$ 35,816	2	2	2024	
7	Small, < \$2M: Replacement of minor facility (< or = 10,000 gsft)	Greenhouse Replacement	Replace two existing greenhouse spaces	\$ 991,752	\$ 913,752	\$ 78,000	2	2	2024	
8	Small, < \$2M: Renovation, Repair or Maintenance	Access Control Replacement	Upgrades to access control hardware and software	\$ 67,268	\$ 14,491	\$ 52,777	2	2	2024	
9	Small, < \$2M: Renovation, Repair or Maintenance	Elevator Safety Code	Repair and upgrades to existing elevators across campus	\$ 27,000		\$ 27,000	2	2	2024	
10	Small, < \$2M: Renovation, Repair or Maintenance	Fitness Center Improvements	Improvements to campus fitness center	\$ 828,218	\$ 478,218	\$ 350,000	1	1	2024	
11	Small, < \$2M: Renovation, Repair or Maintenance	Renovation of Car Museum	Assessment of 1950s and 60s era buildings to determine renovation needs; and add access road.	\$ 210,465	\$ 210,465	\$ -	1	1	2024	
12	Small, < \$2M: Completion of Remodeling or Infrastructure	East Campus Master Plan	Design for east side of campus.	\$ 21,737	\$ 21,737	\$ -	1	1	2024	
13	Small, < \$2M: Completion of Remodeling or Infrastructure	West Campus Master Plan	Design for west side of campus.	\$ 26,000	\$ -	\$ 26,000	1	1	2024	
14	Small, < \$2M: Renovation, Repair or Maintenance	General Twinning Resurfacing	Resurfacing of roadway to extend useful life	\$ 189,730	\$ 189,730	\$ -	1	1	2024	
15	Small, < \$2M: Completion of Remodeling or Infrastructure	Circus Hall of Fame Improvements	Conversion of unused vacant lot to create recreational amenities and sports practice area	\$ 479,444	\$ 479,444	\$ -	1	1	2024	
16	Small, < \$2M: Renovation, Repair or Maintenance	Caples Fine Arts Exterior Improvements	Supplemental to Deferred Maintenance State Appropriation	\$ 175,332	\$ 175,332	\$ -	1	1	2024	
17	Small, < \$2M: Renovation, Repair or Maintenance	Sainer Exterior Repairs and Painting and fence repair	Maintenance	\$ 146,294	\$ 146,294	\$ -	1	1	2024	
18	Small, < \$2M: Renovation, Repair or Maintenance	Dort interior renovations	Removal of popcorn ceiling, painting throughout, painting of countertops, new flooring, sealing of floor and side tiles in showers, new mirrors.	\$ 768,567	\$ 768,567	\$ -	1	1	2024	
19	Small, < \$2M: Renovation, Repair or Maintenance	Goldstein interior renovations	Removal of popcorn ceiling, painting throughout, painting of countertops, new flooring, sealing of floor and side tiles in showers, new mirrors.	\$ 704,103	\$ 704,103	\$ -	1	1	2024	
20	Small, < \$2M: Renovation, Repair or Maintenance	Interior Renovation of Letter Dorm Residence Halls	Interior renovations, replacement of damaged cabinets in some suites, repair of some walls and replacement of lighting that have rusted.	\$ 751,422	\$ 751,422		1	1	2024	
21	Small, < \$2M: Renovation, Repair or Maintenance	Exterior renovation of X&Y Residence Halls	Repair and Repainting of Exterior	\$ 892,827	\$ 892,827		1	1	2024	
22	Small, < \$2M: Renovation, Repair or Maintenance	Exterior renovation of V&W Residence Halls	Repair and Repainting of Exterior	\$ 916,198	\$ 916,198		1	1	2024	

23	Small, < \$2M: Renovation, Repair or Maintenance	Anthropology and Archeology Exterior Improvements	Repair and/or replacement of siding; sealing and painting	\$ 99,242	\$ 99,242		1	1	2024	
24	Small, < \$2M: Demolition of educational facilities & site improvements	CWC Wall Demolition	Removal of exterior wall to improve student safety (old wall limited pedestrian sightlines to road)	\$ 8,805	\$ 8,805		1	1	2024	
25	Small, < \$2M: Renovation, Repair or Maintenance	Campus Enhancement (Minor)	Includes Robertson Hall Envelope repairs; Robertson Park Grounds; Misc. Grounds Improvements, Signage Updates, other minor repairs.	\$ 1,347,100	\$ 1,205,542	\$ 141,558	1	1	2024	
26	Small, < \$2M: Demolition of educational facilities & site improvements	Palmer A, B, C, D, E demo, 58th Street House - Reichert/Knight	Demolition of facilities as recommended in the Educational Plant Survey	\$ 953,159	\$ 953,159		1	1	2024	
* Total Minor Carryforward As July 1, 2023 :				\$ 10,907,146	\$ 9,642,000	\$ 1,265,146				

Large Carryforward Projects¹

			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
		* Total Major Carryforward As July 1, 2023 :	\$ -	\$ -	\$ -
		Fixed Capital Outlay Totals :	\$ 10,907,146	\$ 9,642,000	\$ 1,265,146
		* Should agree with respective restricted/contractual and/or committed category totals on "Summary" tab.			

1. As defined in Board of Governors Regulation 14.003.
2. Amount deducted from July 1, 2023, beginning E&G Carryforward operating balance for fixed capital outlay project funding per Section 1011.45, F.S. and Board of Governors Regulation 9.007(3)(a)(4).

University Facilities Reserves
Additional Amounts Contributed From July 1, 2023 Beginning E&G Carryforward Balance
Pursuant to s. 1001.706(12) F.S. and Board of Governors Regulation 14.002

	Specific Project/Facility Title/Number	Additional Description of Project/Facility	Amount Added to Facility Reserves From FY24 Beginning E&G Carryforward Balance
1.	Example: ABC 2024-A01 University Project	Example: Johnson Childcare Education Building	\$ 565,000.00
2.			\$ -
3.			\$ -
4.			\$ -
5.			\$ -
6.			\$ -
7.			\$ -
8.			\$ -
9.			\$ -
10.			\$ -
		Total Capital Facilities Reserves as of July 1, 2023 : *	<u>\$ 565,000.00</u>

*Note: Should agree with line F on the "Summary" tab.

State University System

Education & General Carryforward Spending Plan

Reporting Definitions

I. Carryforward Spending Plan - Budgetary Category Definitions

1. Encumbrances	Unpaid balances remaining in active purchase orders, travel authorizations, etc., to be paid using E&G carryforward funds.
2. 7% Statutory Reserve Requirement	Required E&G reserve requirement per 1011.45 F.S. - amends previous 1011.40 F.S. requirement. Based on percentage of state operating budget.
3. Restricted/Contractual Obligations	Should generally be supported by documentation that memorializes an agreement with another party (e.g. contract, offer letter, construction contract/project number, etc.).
4. Commitments	Monies designated for a specific purpose which are not yet encumbered/contracted/restricted. Discretion may still be exercised with respect to the use of these funds.
5. University Board of Trustees Reserve Requirement	The amount of unrestricted funds set aside by the University Board of Trustees to address critical, unforeseen, or non-discretionary items that require immediate funding, such as unanticipated or uninsured catastrophic events, unforeseen contingencies, state budget shortfalls, or university revenue shortfalls.
6. Restricted by Appropriations	Funds appropriated by the Legislature for a specific purpose or intended use as identified by law or through legislative work papers.
7. Compliance Program Enhancements	Initiatives associated with being in compliance with federal law, state law, Board of Governors Regulations or any other entity with which the University must comply.
8. Audit Program Enhancements	Initiatives associated with implementing audit programs of the institution.
9. Campus Security and Safety Enhancements	The support of campus security and/or safety issues, such as the recruitment of police officers, vehicles, equipment, and investments which promote security and safety at the institution. This issue may also include mental health counseling and services.
10. Student Services, Enrollment, and Retention Efforts	Funds to promote student success through supporting student services programs, addressing enrollment, and assisting with retention efforts to support timely graduation.
11. Student Financial Aid	Funds allocated to reduce student costs and to provide an opportunity to obtain a degree in an affordable and timely fashion.
12. Faculty/Staff Instructional and Advising Support and Start-Up Funding	Funds identified to support instructional and advising activities, and/or start-up packages for new faculty. Start-up packages are often expended over a multi-year period.
13. Faculty Research and Public Service Support and Start-Up Funding	Funds identified to support research and public service, and any associated start up funding—Start-up packages are often expended over a multi-year period.
14. Library Resources	Materials and database access required to support programs of study and research.
15. Utilities	Support of utility costs throughout the university.
16. Information Technology (ERP, Equipment, Etc.)	Funds to improve operational productivity, educational improvements, and technological innovation, implementation and/or maintenance of ERP systems, and technological equipment purchases.
17. Other Operating Requirements	Other expenditures/projects that support the university's mission and are approved by the university board of trustees.
18. Contingencies for a State of Emergency Declared by the Governor	A commitment of funds to a contingency reserve for expenses incurred as a result of a state of emergency declared by the Governor pursuant to s. 252.36, Florida Statutes.

State University System
Education & General Carryforward Spending Plan
Reporting Definitions

- | | |
|---|---|
| 19. PECO Projects - Supplemental Funds to Complete Projects That Received Previous Appropriation | Commitment of funds to a public education capital outlay project for which an appropriation has previously been provided that requires additional funds for completion and which is included in the list required by s. 1001.706(12)(d), Florida Statutes. This category is valid for both small and large carryforward projects. |
| 20. Completion of Renovation, Repair, or Maintenance Project | For projects that are consistent with the provisions of s. 1013.64(1), Florida Statutes, and replacement of a minor facility. Refer to Board of Governors Regulation 14.001 for the definitions of renovation, repair, and maintenance. This category is valid for both small and large carryforward projects. |
| 21. Replacement of Minor Facility | Replacement of a minor facility pursuant to Board of Governor's regulation 14.003(2)(b). |
| 22. Completion of a Survey-Recommended Remodeling or Infrastructure Project (Including DRS Schools) | Completion of a remodeling or infrastructure project, including a project for a developmental research school, if such project is survey recommended pursuant to s. 1013.31, Florida Statutes. Refer to Board of Governors Regulation 14.001 for the definition of remodeling. This category is valid for both small and large carryforward projects. |

II. Column Definitions for Use With Details Tabs

- | | |
|---|---|
| 1. Carryforward Spending Plan Category | Functional category brought forward from the Carryforward Spending Plan reporting template. Categories are defined in Section I of this document. |
| 2. Specific Expenditure/ Project Title/Name | Detailed title of planned expenditure item or project, with sufficient details to be tracked individually through the expenditure cycle to completion. |
| 3. Total Amount to be Funded from Current Year E&G Carryforward Balance | The total estimated cost to be paid from current-year beginning E&G carryforward balance for the specific expenditure item or project. |
| 4. E&G Carryforward Amount Budgeted for Expenditure During FY21 | This column represents the current budgetary year's estimated disbursement of E&G carryforward towards the total planned expenditure item or project. |
| <u>Project Timeline</u> | |
| 5. Estimated Completion Date | Estimated date (year) for full expenditure of E&G carryforward funds for the specific expenditure plan item or project. |
| 6. Current Expenditure Year # | The current year in the project completion timeline, e.g. year 2 of a 4 year project. Input is number only. |
| 7. Total # Years of Expenditure per Project | The total number of years over which the expenditure item / project will span. |
| 8. Comments/Explanations | Additional information to assist the user of the report including, but not limited to, a description of the expenditure item / project and how it supports the university's mission and operations. |

New College of Florida

FIXED CAPITAL OUTLAY BUDGET for Fiscal Year 2023-24

(per s. 1013.61, F.S. and Board Reg. 14.003)

University Contact: Itza Frisco

jfrisco@ncf.edu 941-487-4694

[name]

[email & phone]

CFSP item #	Category	Project Title/Name	Description	Total Project Budget Allocation (Total Estimated Project Cost)	Funding Source(s)		Funds Expended Since Inception	Estimated Amt of Funds to be Expended this Year	Remaining Balance	Estimated Project Timeline		Comments
					Source	Amount				Start Date	Completion Date	
	Education & General (E&G) Operating Projects ¹			\$4,728,920	E&G Operating Funds	\$4,728,920	\$0	\$3,200,000	\$1,528,920	Not Applicable		These are current year funds to be spent in the current year.
	Carryforward (CF) - Small Projects ²			\$ 10,907,146	CF	\$10,907,146	\$4,189,799	\$6,100,000	\$617,348	Refer to detail in Carryforward Spending Plan		
	Carryforward (CF) - Large Projects ³			0								
5					CF Total:	\$ 0	\$0	\$0	\$0	8/1/2020	1/0/1900	0
6					PECO CF Total:	0 0 \$0	\$0	\$0	\$0	10/1/2020	5/1/2021	\$6M PECO appropriation in FY19-20.
7					CF Donations Total:	0 0 \$0	\$0	\$0	\$0	7/1/2020	7/31/2020	Expedited timeline
				Subtotal - CF Large Projects:		\$0	\$0	\$0	\$0			
	State Appropriated Projects ^{4,6}											
	Deferred Maintenance	Appropriated by the 2022 Session; Includes College Hall; 4 Winds; Caples Fine Arts; Library Repairs	\$1,842,739	GR Total:	\$1,842,739 \$1,842,739	\$165,844	\$1,676,895	\$0	1/1/2023	6/30/2024		
	Hamilton Classroom Renovation	Requesting Reversion and Reappropriation to Land Acquisition	\$5,882,388	PECO Total:	\$5,882,388 \$5,882,388	\$0	\$0	\$5,882,388	N/A	N/A	New College is requesting funds be re-appropriated towards Land Acquisition of current campus property from SRQ Airport	
	CITF Funds	CITF - Includes Improvement and Renovation to Ham Center; 4 Winds; Fitness Center; Other Student Light Improvements	\$304,703	CITF 2021 CITF 2022 CITF 2023 Total:	106,898 99,821 97,984 \$304,703	\$63,941	\$240,762	\$0	10/1/2023	6/30/2024	Subject to Consultation with the NCSA (Student Government)	
	Renovation of Pritzker Marine Biology Building		\$3,500,000	PECO General Revenue Donations Total:	3,500,000 0 0 \$3,500,000	\$0	\$390,000	\$3,110,000	10/1/2023	6/30/2025		
				Subtotal - State Appropriated Projects:		\$11,529,830	\$229,785	\$2,307,657	\$8,992,388			
	Non-Appropriated Projects ^{5,6}											
				Donations Auxiliary Total:		\$ 0	\$0		\$0			
				Subtotal - Non-Appropriated Projects:		\$0	\$0		\$0			
TOTALS:				\$27,165,896		\$27,165,896	\$4,419,584	\$11,607,657	\$11,138,656			

Notes:

1) *Education & General (E&G) Operating Projects* is a consolidated line item of all FCO projects, as defined in Board reg 14.001, funded from current year E&G operating funds. No individual project funded in whole or in part shall exceed \$1M, per Board reg 9.007(3)(a)1.

2) *Carryforward (CF) - Small Projects* is a consolidated line item of all FCO projects with a cost up to \$2M funded in whole or in part from from CF funds, pursuant to Board Reg. 14.003(2)(b). Includes replacement of facilities less than 10,000 gross sf. This is a single line item in the FCO budget. For a list of individual projects, refer to the Carryforward Spending Plans (CFSP).

3) *Carryforward (CF) - Large Projects* includes any FCO project funded in whole or in part from CF funds, where total individual FCO project cost exceeds \$2M, pursuant to Board reg. 14.003(2)(c) and expenditure limits described therein. May also be reflected as one of multiple funding sources under categories State Appropriate Projects and Non-Appropriated Projects.

4) *State Appropriated Projects* - this category includes all FCO projects utilizing funds originally appropriated as FCO funds by the State of Florida, notwithstanding criteria in Board regulation 14.001. These funds should never be included in the operating budget. Examples, PECO (including Sum-of-Digits) and CITF. Reference Board reg 14.003(12)(d). For the purpose herein, all projects \$2 million or less can be consolidated into a single line item.

5) *Non-Appropriated Projects* - this category includes all university FCO projects that have not directly or indirectly used funds appropriated by the State. Examples include private donations, athletic revenues, federal grants, housing/parking revenue bonds, etc. Reference Board reg 14.003(2)(e). For the purpose herein, all projects \$2 million or less can be consolidated into a single line item.

6) In light of the definition of "board" (s. 1013.01, F.S.), the requirements of s. 1031.61, F.S., the FCO Budget does not apply to those projects acquired, constructed, and owned by a Direct Support Organization or under a Public Private Partnership.

Summary of Foundation Budget (Preliminary)

	FY2024 3.5 Plan	FY2023 5.5 Plan
Revenues		
<i>Foundation Support (Table 1)</i>		
2.25 Admin Fee from Endowment	\$933,114	\$940,288
Unrestricted Donations	\$500,000	\$650,000
Other Revenues	\$393,129	\$587,174
Total Foundation Support	\$1,826,243	\$2,177,462
<i>College Support (Table 1)</i>		
1.25 Additional Revenue from Endowment	\$544,028	\$0
3.25 Additional Revenue from Endowment	\$0	\$1,457,607
Unrestricted Donations	\$500,000	\$0
Non-Endowment Funding - Section E	\$1,295,510	\$881,931
Total College Support	\$2,339,538	\$2,339,538
Expenditures		
<i>Foundation Operations (Table 2)</i>		
Salaries & Benefits	\$549,835	\$1,615,086
Service & Independent Contractors	\$154,692	\$77,500
Other Transfers & Expenses	\$1,121,716	\$484,876
Total Foundation Operations	\$1,826,243	\$2,177,462
<i>College Programs (Table 2)</i>		
Enhancements	\$133,682	\$850,030
President Salaries**	\$1,065,856	\$230,784
Athletics**	\$400,000	\$0
Lobbyist	\$240,000	\$130,000
Scholarships	\$500,000	\$1,128,724
Total College Programs	\$2,339,538	\$2,339,538

**Estimated amount only.

Table 1

\$1,477,142

	20Qtr Avg	3.50% Spend Plan	
		1.25%	2.25%
		DS @ 1.25%	Admin @ 2.25%
Chair and Grant Funding - Section A			
6017 - Buzzelli Endowed Chair in Psychology	\$1,459,807	\$18,248	\$32,846
6023 - MacArthur Professorship	\$186,622	\$2,333	\$4,199
6031 - Florsheim Endowed Chair	\$829,432	\$10,368	\$18,663
6033 - PepsiCo Professorship	\$509,136	\$6,365	\$11,456
6037 - Selby Endowed Chair	\$876,450	\$10,956	\$19,721
6041 - Klingenstein Judaic Studies Professorship	\$1,023,949	\$12,800	\$23,039
6043 - Soo Bong Chae Professorship in Mathematics	\$1,103,743	\$13,797	\$24,835
6045 - Marion Hoppin Chair/Asian Studies	\$879,681	\$10,997	\$19,793
6075 - Peggy Bates Endowment for International Studies	\$340,500	\$4,257	\$7,662
6081 - Dr. Mike Michalson Endowed Chair	\$56,462	\$706	\$1,271
Total Chair and Grant Funding - Section A	\$7,265,781	\$90,827	\$163,485
Scholarships - Section B			
6010 - Kit Reilly Memorial Scholarship Fund	\$171,523	\$2,145	\$3,860
6018 - Roland Abraham Jr. Endowed Environmental Studies Scholarship	\$81,443	\$1,019	\$1,833
6019 - Endowed Scholarships	\$2,662,578	\$33,283	\$59,909
6030N - Jay Rudolph Judaic Studies Endowment	\$209,935	\$2,624	\$4,724
6035 - PepsiCo Endowed Scholarships	\$729,586	\$9,120	\$16,416
6060 - Charter Class Scholarship Fund	\$194,651	\$2,434	\$4,380
6063 - E.J.L Anonymous Endowed Scholarship	\$94,551	\$1,182	\$2,128
6064 - Sherry and Douglas Chapman Endowed Scholarship	\$233,252	\$2,916	\$5,249
6065 - Ruth DeLynn Marine Biology Scholarship Fund	\$370,211	\$4,628	\$8,330
6066 - Raymond and Margaret Mason Endowed Scholarship	\$894,134	\$11,177	\$20,119
6067 - Robert J.and Elizabeth T. Carucci Memorial Scholarships	\$133,450	\$1,669	\$3,003
6068 - Cameron and John J. Cox Endowed Scholarship Fund	\$95,149	\$1,190	\$2,141
6069 - George and Sarah Savin Endowed Scholarship Fund	\$37,020	\$463	\$833
6071 - Robert M. Johnson Endowment	\$52,162	\$653	\$1,174
6073 - Scott B. Appleby Endowed Scholarship	\$361,647	\$4,521	\$8,138
6074 - Wm Heath Endowed Educational Scholarship Fund	\$33,722	\$422	\$759
6078 - Keith and Linda Monda Endowed Scholarship	\$639,076	\$7,989	\$14,380
6079 - Sanderson Endowed Scholarship	\$214,020	\$2,676	\$4,816
6080 - Cantor Family Endowed Scholarship for the Creative Arts	\$178,733	\$2,235	\$4,022
6082 - Heidi H Boothe & Sharon Booth Rider Environmental Prgrm End	\$2,073,826	\$25,923	\$46,662
6085 - Akgun Temizer Fund for Turkish Students (no admin fee)	\$3,048,631	\$38,108	\$0
6088 - Alexander J. Chester and Sheryan Epperly Chester Scholarship	\$112,788	\$1,410	\$2,538
6089 - John Jakes Scholarships	\$206,089	\$2,577	\$4,638
6092 - Harold E Harris and Antoinette Harris Endowed Scholarship	\$168,147	\$2,102	\$3,784
6093 - Christine Felsmann Scholarship Unrestricted	\$80,846	\$1,011	\$1,820
6094 - Jack N Pritzker Endowed Scholarship	\$41,626	\$521	\$937
6095 - Selby Foundation Endowed Scholarship	\$382,356	\$4,780	\$8,604
6096 - Chistine Felsmann Scholarship - Restricted	\$39,611	\$496	\$892
6097 - Howard and Betty Isermann Endowed Schorship for Out of state	\$654,577	\$8,183	\$14,728
6098 - Donal O'Shea "Quasi" Endowed Scholarship Fund	\$212,836	\$2,661	\$4,789
6101 - Richard L Coleman Memorial	\$27,615	\$346	\$622
6102 - Judith Kaye Lentini Endowed Scholarship	\$162,811	\$2,036	\$3,664
8016 - NCAA -Palm Court Endowed Scholarship Fund	\$238,144	\$2,977	\$5,359
8016HA - Henrietta Aligas Palm Court Endowed Scholarship Fund	\$28,886	\$362	\$650
8016JME - John & Mary Elmendorf Palm Court Endowed Scholarship Fund	\$29,769	\$373	\$670
8017 - NCAA- Julia Hypatia Orth Memorial Endowed Scholarship	\$264,209	\$3,303	\$5,945
8018 - Felice Schulaner-Dennis Rees Endowed Scholarship	\$492,017	\$6,151	\$11,071
8019 - NCAA -Abran Steele-Feldman '96 Memorial Scholarship Fund	\$33,407	\$418	\$752
8021 - Deborah Marsha Herbstman Endowed In-State Scholarship Fund	\$174,572	\$2,183	\$3,928
8022 - Vir K. and Genella Sondhi Endowed Scholarship	\$199,156	\$2,490	\$4,482
6099 - Bill and Lorraine Kupper Endowed Scholarship Fund	\$1,000,000	\$0	\$22,500
Total Scholarships - Section B	\$17,058,762	\$200,757	\$315,249

Table 1

\$1,477,142

		3.50% Spend Plan	
		1.25%	2.25%
	20Qtr Avg	DS @ 1.25%	Admin @ 2.25%
Discretionary Funding - Section C			
6015 - Associates Endowed Chair	\$59,342	\$742	\$1,336
6020 - Rolland & Gwenn Heiser Endowment	\$183,286	\$2,292	\$4,124
6026 - State Match Endowment Fund	\$4,594,801	\$57,436	\$103,384
6029 - Hamilton Endowment Fund 'C'	\$210,680	\$2,634	\$4,741
6039 - Gateway Scholars Endowment#1	\$739,831	\$9,248	\$16,647
6039W - Gateway Scholars - Wachovia	\$2,326,576	\$29,083	\$52,348
6046 - Faculty Development Endowment	\$910,233	\$11,378	\$20,481
6070 - Rhonda Pritzker Endowment Academic Excellence	\$3,234,281	\$40,429	\$72,772
6077 - Bob Johnson Endowment for Academic Excellence	\$44,842	\$561	\$1,009
6083 - Ulla R. Searing Endowed Fund for Academic Excellence	\$2,611,747	\$32,647	\$58,765
8023 - J. Robert & Lee M Peterson "Quasi" Endowed Enhancement	\$1,882,391	\$23,530	\$42,354
Total Discretionary Funding - Section C	\$16,798,009	\$209,980	\$377,961
Other Programs Support- Section D			
6002 - Dubois-Felsmann -Student Academic Research Endowment	\$624,828	\$7,811	\$14,059
6003 - John B. Hawley Student Research Endowment	\$52,040	\$651	\$1,171
6005 - B.H. White Anthropology Awards Endowment	\$11,329	\$142	\$255
6013 - Gerontology Endowed Funds	\$125,585	\$1,570	\$2,826
6013#2 - Anthropology Endowed Funds	\$66,567	\$833	\$1,498
6030N - Jay Rudolph Judaic Studies Endowment	\$89,972	\$1,125	\$2,024
6032 - Helen N. Fagin Holocaust Research Fund	\$13,201	\$166	\$298
6072 - George and Beatrice Schwartzman Endowed Fund for Chemistry	\$123,070	\$1,539	\$2,770
6076 - GIS Technology Training Endowment	\$205,694	\$2,572	\$4,629
6084 - Lee Snyder Memorial Endowed Fund	\$98,826	\$1,236	\$2,224
8002 - NCAA Faculty Development End.	\$65,815	\$823	\$1,481
8005 - NCAA - Designated Endowment Fund	\$17,768	\$223	\$400
8007 - NCAA Fellowship Endowment	\$118,915	\$1,487	\$2,676
8008 - NCAA Alumnae/i Student Grants Endowment	\$56,735	\$710	\$1,277
8009 - NCAA - Mary Clark Memorial Research Scholarship	\$65,908	\$824	\$1,483
8010 - NCAA - Joe Haaf grant	\$11,250	\$141	\$254
8011 - NCAA Alumnae/i Unrestricted Endowment	\$35,376	\$443	\$796
8014 - NCAA - Matthew Wahl Memorial Scholarship	\$16,350	\$205	\$368
9005 - NCLA Library Endowment	\$1,479,893	\$18,499	\$33,298
9010 - NCLA John MacDonald Endowment	\$22,662	\$284	\$510
9015 - NCLA Cook Memorial Endowment	\$26,904	\$337	\$606
9016 - NCLA - Endowed Book Fund	\$53,365	\$668	\$1,201
9020 - NCLA Jenkins Endowment	\$13,968	\$175	\$315
Total Other Programs Support - Section D	\$3,396,020	\$42,464	\$76,419
Total Endowment Funding	\$44,518,573	\$544,028	\$933,114
Non-Endowment Funding - Section E			
Scholarships & Enhancements	\$0	\$1,295,510	\$0
Total Non-Endowment Funding - Section E	\$0	\$1,295,510	\$0
Grand Total for FY2024	\$44,518,573	\$1,839,538	\$933,114

FY2024 vs FY2023			
FY2024 Proposed Budget, Endowment	\$44,518,573	\$544,028	\$933,114
FY2023 Approved Budget, Endowment	\$44,849,481	\$1,457,607	\$940,288
Total \$ Change from FY2023	(\$330,908)	(\$913,579)	(\$7,174)
Total % Change from FY2023	(0.7%)	(62.7%)	(0.8%)
FY2024 Proposed Budget, Non-Endowment	\$0	\$1,295,510	\$0
FY2023 Approved Budget, Non-Endowment	\$0	\$881,931	\$0
Total \$ Change from FY2023	\$0	\$413,579	\$0
Total % Change from FY2023	0.0%	46.9%	0.0%

Table 1
Revenues

	FY2024 Budget	FY2023 Budget	Variance	
			\$ Diff	% Chg
Endowment Admin Fee	\$933,114	\$940,288	(\$7,174)	(0.76%)
Unrestricted Donations	\$500,000	\$650,000	(\$150,000)	(23.08%)
Other Revenues	\$393,129	\$587,174	(\$194,044)	(33.05%)
Total Revenues	\$1,826,243	\$2,177,462	(\$351,219)	(16.13%)

Table 2
Expenditures

	FY2024 Budget	FY2023 Budget	Variance	
			\$ Diff	% Chg
Salaries	\$549,835	\$1,615,086	(\$1,065,251)	(66.0%)
Annuity/Unitrust payments	\$6,000	\$0	\$6,000	0%
Insurance***	\$30,000	\$27,376	\$2,625	10%
Interest & Loan Exp***	\$12,000	\$12,000	\$0	0%
Administrative Fees - FNDN/CRUT	\$1,300	\$1,300	\$0	0%
Bank Service Fees	\$15,000	\$14,000	\$1,000	7%
Taxes Paid 990	\$500	\$150	\$350	233%
Dues Subscriptions and Licenses	\$20,000	\$13,000	\$7,000	54%
Professional Services	\$114,692	\$47,500	\$67,192	141%
Audit Fees	\$40,000	\$30,000	\$10,000	33%
Postage and Shipping	\$16,000	\$12,550	\$3,450	27%
Telephone Expense	\$2,400	\$2,400	\$0	0%
Office Supplies	\$25,000	\$18,300	\$6,700	37%
Software/Software Upgrades	\$82,000	\$82,000	\$0	0%
Storage	\$10,000	\$7,000	\$3,000	43%
Equipment	\$20,000	\$10,000	\$10,000	100%
Maintenance & Repair	\$5,000	\$2,700	\$2,300	85%
Rental	\$100,000	\$16,500	\$83,500	506%
Taxes - Property	\$1,000	\$700	\$300	43%
Donor Cultivation	\$60,000	\$30,000	\$30,000	100%
Development - REGIONAL GATHERINGS	\$35,000	\$0	\$35,000	0%
Printing	\$50,000	\$32,400	\$17,600	54%
Utilities - TKC	\$13,516	\$13,300	\$216	2%
Promotional Expense	\$25,000	\$7,500	\$17,500	233%
Development and Entertainment	\$50,000	\$0	\$50,000	0.0%
Sponsorship Expense	\$100,000	\$15,000	\$85,000	566.7%
Advertising	\$75,000	\$15,000	\$60,000	400%
Catering	\$200,000	\$65,200	\$134,800	207%
Travel - Airfare/train	\$75,000	\$11,000	\$64,000	582%
Travel - Lodging	\$25,000	\$15,000	\$10,000	67%
Mileage & Toll Reimbursement	\$7,000	\$2,500	\$4,500	180%
Travel - Auto Rental	\$10,000	\$4,000	\$6,000	150%
Conference/Education Expense	\$25,000	\$15,000	\$10,000	67%
Board of Director's Expense	\$25,000	\$4,000	\$21,000	525%
Reunion	\$0	\$35,000	(\$35,000)	(100.0%)
Total Foundation Operating Support	\$1,826,243	\$2,177,462	(\$351,219)	(16.1%)
College Support Budget				
Enhancements	\$133,682	\$850,030	(\$716,348)	(84.3%)
President Salaries**	\$1,065,856	\$230,784	\$835,072	362%
Athletics**	\$400,000	\$0	\$400,000	0%
Lobbyist	\$240,000	\$130,000	\$110,000	85%
Scholarships	\$500,000	\$1,128,724	(\$628,724)	(55.7%)
Total College Support Support	\$2,339,538	\$2,339,538	(\$0)	(0.0%)
Total Expenditures	\$4,165,781	\$4,517,000		

Net Foundation Operating Support Budget **\$0** **\$0**

**Estimated amount only.

NEW COLLEGE OF FLORIDA BOARD OF TRUSTEES

Meeting Date: October 3, 2023

SUBJECT: Approval of 2023 New College Equity Report

PROPOSED BOARD ACTION

Approve the 2023 New College Equity report to be submitted to the Florida Board of Governors.

BACKGROUND

Board of Governors Regulation 2.003, Equity and Access, requires the submission of an annual Florida Equity Report. The purpose of the Florida Equity Report is to demonstrate that discrimination based on race, color, national origin, sex, religion, age, disability, marital status, veteran status, or any other basis protected by law is prohibited at each State University System institution and that, where appropriate, improvement plans are in place. It is required that the Florida Equity Report is approved by the university's board of trustees or designee before submission to the Board of Governors Office.

Supporting Documentation:

- 2023 New College Equity Report

Facilitator(s)/Presenter(s): Interim Provost Bradley Thiessen

Florida Equity Report	
Report Year: 2023	
Institution	New College of Florida
Data Year	July 2021 - June 2022
Report submitted by (name, title, contact information)	Office of Institutional Research and Assessment ira@ncf.edu
Report approved by the university's board of trustees or its designee (name, title, contact information, and date approved)	
Complete each tab, as applicable.	
Due	September 30, 2023

Non-Discrimination Policy

Provide the web citation of the university's non-discrimination policy adopted by the university board of trustees.

Regulation	Link to Regulation	Last Updated
1-1016 ADA	https://www.ncf.edu/wp-content/uploads/2022/01/1-1016-ADA.pdf	3/11/2017
3-4019 Observance of Religious Holidays by College Employees	https://www.ncf.edu/wp-content/uploads/2022/01/3-4019-Observance-of-Religious-Holidays-by-College-Employees.pdf	2/24/2017
3-4022 Equal Education and Employment Opportunity	https://www.ncf.edu/wp-content/uploads/2022/01/3-4022-Equal-Education-and-Employment-Opportunity.pdf	3/7/2018
3-4027 Discrimination / Harassment	https://www.ncf.edu/wp-content/uploads/2022/01/3-4027-Discrimination-Harassment.pdf	2/21/2017

Strategic Initiatives & Performance

Describe the institution's progress in implementing strategic initiatives & performance related to equity & access as they pertain to academic services, programs, & student enrollment; equity in athletics; & employment.

NCF prepares intellectually curious students for lives of great achievement. It offers a liberal arts education of the highest quality in the context of a small, residential public honors college with a distinctive academic program that develops student intellectual and personal potential as fully as possible; encourages the discovery of new knowledge and values while providing opportunities to acquire established knowledge and values; and fosters the individual's effective relationship with society. New College of Florida promotes a climate of free expression and tolerant civil discourse according to the principles set forth in the State University System Free Expression Statement and the Board of Governors Civil Discourse Final Report.

As Florida's designated honors college, New College of Florida provides an affordable, high-quality educational experience that consistently ranks among the top public liberal arts and sciences colleges in the nation. To fully realize our potential, we must address serious challenges:

- (1) Attracting students. To do this, New College needs to improve its academic offerings, marketing, infrastructure, co-curriculars, extracurriculars, student life, and food options.
- (2) Improving infrastructure. New College must improve its infrastructure by adding additional buildings, as well as renovating existing buildings. Inadequate residence halls, aging academic spaces, and growing deferred maintenance make it difficult to recruit top students and faculty. Our technological infrastructure also fails to meet the expectations of students and employees.
- (3) Improving student life. New College has not historically provided a strong student life experience outside of the classroom. To meet student expectations, we must add an athletics program, improve the residential experience, ensure quality of food program and add more food options, and provide campus events that enhance the college experience.



Areas of Improvement Pertaining to Academic Services, Programs, & Student Enrollment (Identified This Year)	Achievement Report for Areas of Improvement Pertaining to Academic Services, Programs, & Student Enrollment (Identified Last Year)
<p>The Equity Report identifies the following areas for improvement for 2020-2023:</p> <p>FCS AA Transfer Enrollment Goals Asian: increase beyond 0% Black: increase beyond 0% Female: increase beyond 42.9% Non-resident alien: increase beyond 0%</p> <p>Retention Rate Goals Amer Ind. / Alaska Native: increase beyond 0% Black: increase beyond 66.7%</p> <p>Graduation Rates Asian: increase beyond 60.0% Hispanic: increase beyond 48.6%</p> <p>Bachelor's Degrees Awarded (percent of total) Black: increase beyond 2.5% Two or more: increase beyond 1.3%</p> <p>Master's Degrees Awarded Black: increase beyond 0% Female: increase beyond 58.3% Two or More: increase beyond 0%</p> <p>Academic Advising Increase the percentage of graduating seniors satisfied with the academic advising they received in their first year beyond 77%</p>	<p>The 2022 Equity Report identified the following areas for improvement (√ = goal met):</p> <p>FCS AA Transfer Enrollment Goals √ Asian: increase beyond 0% √ Black: increase beyond 0% √ Female: increase beyond 42.9% √ Non-resident alien: increase beyond 0%</p> <p>Retention Rate Goals Amer Ind. / Alaska Native: increase beyond 0% Black: increase beyond 66.7%</p> <p>Graduation Rates Asian: increase beyond 60.0% √ Hispanic: increase beyond 48.6%</p> <p>Bachelor's Degrees Awarded (percent of total) √ Black: increase beyond 2.5% √ Two or more: increase beyond 1.3%</p> <p>Master's Degrees Awarded √ Black: increase beyond 0% Female: increase beyond 58.3% √ Two or More: increase beyond 0%</p> <p>Academic Advising Increase the percentage of graduating seniors satisfied with the academic advising they received in their first year beyond 77%</p>
Areas of Improvement Pertaining to Sex Equity in Athletics (Identified This Year)	Achievement Report for Areas of Improvement Pertaining to Gender Equity in Athletics (Identified Last Year)
<p>New College is establishing an intercollegiate athletics program in AY 23-24 in compliance with Title IX.</p>	<p>New College had no formal athletic program, no team sports, and no intercollegiate athletics in 2021-2022.</p>
Areas for Improvement Pertaining to Employment (Identified This Year)	Achievement Report for Areas of Improvement Pertaining to Employment (Identified Last Year)
<p>The Equity Report identifies the following areas for improvement for 2020-2023:</p> <p>Tenure-Track Faculty Asian: increase beyond 3.8% Black: increase beyond 0.0% Non-Tenure Earning Faculty Black: increase beyond 0.0%</p> <p>Executive/Administrative/Managerial Asian: increase beyond 0.0% Hispanic: increase beyond 0.0% Female: increase beyond 50.0%</p>	<p>The 2022 Equity Report identifies the following areas for improvement:</p> <p>Tenure-Track Faculty Asian: increase beyond 3.8% Black: increase beyond 0.0% Non-Tenure Earning Faculty Black: increase beyond 0.0%</p> <p>Executive/Administrative/Managerial Asian: increase beyond 0.0% Hispanic: increase beyond 0.0% Female: increase beyond 50.0%</p>

Provide a detailed budget plan to support attainment of the university's goals as outlined in its equity plan in accordance with state & federal law. In addition to funded totals, list detailed line items/expenditures & any unmet need(s) that exist.

In addition to the resources committed to the initiatives described throughout this Equity Report, the College devoted an additional \$74,550 to accomplish Employment Equity goals. These funds covered salary, benefits, and operations for a Title IX Coordinator.

University Male & Female Undergraduate Enrollment Percentages & Athletic Participation			
Total Undergraduate Enrollment % Males	Total Undergraduate Enrollment % Females	Participating in Athletics % Males	Participating in Athletics % Females
0	0	0	0

Sex Equity in Intercollegiate Athletics			
Element	Assessment of Equity Plan	Area for Improvement	Plan for Improvement
Sports offerings	None, except intramural teams		
Participation rates, male & female, compared with full-time undergraduate enrollment	N/A		
Availability of facilities	All facilities in the fitness center are open to any gender		
Scholarship offerings	New College offers no scholarships for athletes		
Funds allocated for:			
administration	N/A		
recruitment	N/A		
comparable coaching	N/A		
publicity & promotion	N/A		
other support costs	N/A		

Compliance			
Is the university in compliance with all applicable state laws in providing equal opportunity & access to students to participate in intercollegiate athletics, as well as in intramural, club, or recreational athletics?	Explain any areas of noncompliance with state laws.	Is the university in compliance with all applicable federal laws in providing equal opportunity & access to students to participate in intercollegiate athletics, as well as in intramural, club, or recreational athletics?	Explain any areas of noncompliance with federal laws.
Yes	N/A	Yes	N/A

President Evaluation				
Institution	Has the university Board of Trustees completed an annual evaluation of the university President on the extent to which the institution's sex equity goals in intercollegiate athletics have been achieved?	Date of Evaluation	Were the sex equity goals achieved?	If the sex equity goals were not achieved, explain a plan of action to achieve the sex equity goals.
NCF	N/A	N/A	N/A	N/A

Senior-Level Administrative Positions - Executive/Administrative/Managerial													
Indicator	AI/AN	A	B	H	NH/OPI	W	≥ TWO	NRA	UNK	NOT REPORTED	FEMALE	MALE	TOTAL
Number, Fall 2022	0	1	3	0	0	12	0	0	0	0	11	5	16
Number, Fall 2021	0	0	4	0	0	12	0	0	0	0	8	8	16
1YR Percentage Change	#DIV/0!	#DIV/0!	-25%	#DIV/0!	#DIV/0!	0%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	38%	-38%	0%
Area for improvement compared with national standards? (Yes/No)													

Source: IPEDS Fall Staff, IPEDS Human Resources Data.

Terminology & Abbreviations for Race & Ethnicity	
American Indian or Alaskan Native only	AI/AN
Asian only	A
Black or African American only	B
Hispanic or Hispanic and any race category	H
Native Hawaiian or Other Pacific Islanders only	NH/OPI
White only	W
More than one race category	≥2
Non-Resident Alien	NRA
Unknown	UNK

Source: Integrated Postsecondary Education Data System

IPEDS Race Ethnicity Code	
Code	Description
1	Nonresident alienNonresident alien
2	Hispanic/LatinoHispanic/Latino
3	American Indian or Alaska NativeAmerican Indian or Alaska Native
4	AsianAsian
5	Black or African AmericanBlack or African American
6	Native Hawaiian or Other Pacific IslanderNative Hawaiian or Other Pacific Islander
7	WhiteWhite
8	Two or more racesTwo or more races
9	Race and ethnicity unknownRace and ethnicity unknown

Tenured Faculty													
Indicator	AI/AN	A	B	H	NH/OPI	W	≥ TWO	NRA	UNK	NOT REPORTED	FEMALE	MALE	TOTAL
Number, Fall 2022	0	3	3	4	0	49	0	3	0	0	34	28	62
Number, Fall 2021	0	3	2	4	0	45	0	3	0	0	32	25	57
1YR Percentage Change	#DIV/0!	0%	50%	0%	#DIV/0!	9%	#DIV/0!	0%	#DIV/0!	#DIV/0!	6%	12%	9%
Area for improvement compared with national standards? (Yes/No)													

Source: IPEDS Fall Staff, IPEDS Human Resources Data.

Terminology & Abbreviations for Race & Ethnicity	
American Indian or Alaskan Native only	AI/AN
Asian only	A
Black or African American only	B
Hispanic or Hispanic and any race category	H
Native Hawaiian or Other Pacific Islanders only	NH/OPI
White only	W
More than one race category	≥2
Non-Resident Alien	NRA
Unknown	UNK

Source: Integrated Postsecondary Education Data System

Tenure-Track Faculty													
Indicator	AI/AN	A	B	H	NH/OPI	W	≥ TWO	NRA	UNK	NOT REPORTED	FEMALE	MALE	TOTAL
Number, Fall 2022	1	1	0	4	0	5	1	6	0	0	8	10	18
Number, Fall 2021	1	1	0	4	0	12	1	7	0	0	11	15	26
1YR Percentage Change	0%	0%	#DIV/0!	0%	#DIV/0!	-58%	0%	-14%	#DIV/0!	#DIV/0!	-27%	-33%	-31%
Area for improvement compared with national standards? (Yes/No)													

Source: IPEDS Fall Staff, IPEDS Human Resources Data.

Terminology & Abbreviations for Race & Ethnicity	
American Indian or Alaskan Native only	AI/AN
Asian only	A
Black or African American only	B
Hispanic or Hispanic and any race category	H
Native Hawaiian or Other Pacific Islanders only	NH/OPI
White only	W
More than one race category	≥2
Non-Resident Alien	NRA
Unknown	UNK

Source: Integrated Postsecondary Education Data System

Protected-Class Representation in the Tenure Process					
Males	Applied	Withdrawn	Denied	Deferred	Nominated
American Indian or Alaskan Native only					
Asian only					
Black or African American only					
Hispanic or Hispanic and any race category	2			2	
Native Hawaiian or Other Pacific Islanders only					
White only					
More than one race category					
Non-Resident Alien					
Unknown					
Other					
Not Reported					
Total	2				
Females	Applied	Withdrawn	Denied	Deferred	Nominated
American Indian or Alaskan Native only					
Asian only	1			1	
Black or African American only					
Hispanic or Hispanic and any race category					
Native Hawaiian or Other Pacific Islanders only					
White only	2	1		1	
More than one race category					
Non-Resident Alien	2	1		1	
Unknown					
Other					
Not Reported					
Total	5	2		3	

LEGEND:

Applied: Faculty whose names have been submitted for tenure review. Sum of Withdrawn, Denied, and Nominated (or provide explanation).

Withdrawn: Faculty who withdrew from tenure consideration after applying for review.

Denied: Faculty for whom tenure was denied during the review process.

Nominated: Faculty for whom tenure is being recommended by the University.

Non-Tenure-Track Faculty or Faculty at Non-Tenure Granting Universities													
Indicator	AI/AN	A	B	H	NH/OPI	W	≥ TWO	NRA	UNK	NOT REPORTED	FEMALE	MALE	TOTAL
Number, Fall 2022	0	2	0	1	0	11	0	3	0	0	10	7	17
Number, Fall 2021	0	3	0	1	0	6	0	5	0	0	13	2	15
1YR Percentage Change	#DIV/0!	-33%	#DIV/0!	0%	#DIV/0!	83%	#DIV/0!	-40%	#DIV/0!	#DIV/0!	-23%	250%	13%
Area for improvement compared with national standards? (Yes/No)													

Source: IPEDS Fall Staff, IPEDS Human Resources Data.

Terminology & Abbreviations for Race & Ethnicity	
American Indian or Alaskan Native only	AI/AN
Asian only	A
Black or African American only	B
Hispanic or Hispanic and any race category	H
Native Hawaiian or Other Pacific Islanders only	NH/OPI
White only	W
More than one race category	≥2
Non-Resident Alien	NRA
Unknown	UNK

Source: Integrated Postsecondary Education Data System

Annual Goals to Address Areas of Underutilization
For each year in which prior year goals were not achieved, provide a narrative explanation & a plan for achievement of equity.
New College of Florida is committed to expanding areas of opportunity for students and employees. To achieve this, the admissions team will seek out a broad pool of applicants to ensure recruitment meets an extensive range of students. Additionally, faculty recruitment and staff job postings will be actively advertised to address the needs of creating an exemplary campus environment.



New College Foundation, Inc.
Governance Committee Meeting Agenda Minutes

September 11, 2023

4:06 pm - 4:27 pm

Zoom Link: <https://shorturl.at/tsyQU>

Committee Members	New College Foundation Staff
<i>Dan Stults, BOD Chair</i> <i>Susan Burns, Committee Chair</i> <i>Janene Amick</i> <i>Sue Jacobson</i> <i>Jack Schlegel</i>	Sydney Gruters David Brickhouse Katrina Hoeft
Committee Members Absent <i>Nancy Winship</i>	

4:06 pm

I. Agenda Item - Meeting called to order – Susan

- a. Roll Call – Katrina Hoeft
- b. Quorum Certified – 5 of 6 members present
- c. Meeting Duly Noticed - August 30, 2023

4:08 pm

II. Agenda Item - Preview Slate of Foundation Board Candidates

Chair Burns –The Governance Committee selected candidates for the New College Foundation Board. All have agreed to serve if approved. Committee members will nominate each candidate and share a short biography.

Motion to approve: Susan Burns

Rob Bilott – Attorney; Alumnus

Second: Dan Stults

Discussion: None

Vote: Unanimous

Motion to approve: Susan Burns

Admiral Brian McCarthy – Retired naval officer and business owner

Second: Sue Jacobson

Discussion: None

Vote: Unanimous

Motion to approve: Dan Stults

JJ Miranda – Active community member

Second: Jack Schlegel

Discussion: None

Vote: Unanimous

Motion to approve: Dan Stults

Gregory Douglas – Longtime community member

Second: Sue Jacobson

Discussion: None

Vote: Unanimous

Motion to approve: Jack Schlegel

Elizabeth Moore – philanthropist; Co-Chair of Clambake 2023

Second: Dan Stults

Discussion: None

Vote: Unanimous

Motion to approve: Sue Jacobson

Hazel Bradford – Journalist; Alumnus

Second: Jack Schlegel

Discussion: none

Vote: Unanimous

4:22 pm

III. Agenda Item - *Open Discussion and Recommendation to BOD*

All names and biographies will be put forward to the full board on September 27, 2023.

No additional business or discussion.

4:27 pm

Meeting Adjourned

NEW COLLEGE OF FLORIDA BOARD OF TRUSTEES

Meeting Date: October 3, 2023

SUBJECT: Winter Break Authorization

PROPOSED BOARD ACTION

Authorize the 2023 Winter Break for faculty and staff; delegate to the President authority to approve the Winter Break at his or her discretion going forward.

BACKGROUND

Historically, the President and Trustees have provided benefits to eligible faculty and staff for five days of Winter Break. This is considered paid administrative leave. Per the Employee Handbook, notification of the Winter Break occurs in October.

2023 WINTER BREAK

Winter Break Begins	Friday, December 22, 2023 (President's discretion)
Christmas Day Observed	Monday, December 25, 2023 (State Holiday)
Winter Break Continues	Tuesday, December 26-29, 2023 (Trustee approved)
New Year's Day Observed	Monday, January 1, 2024 (State Holiday)
Winter Break Ends	Tuesday, January 2, 2024 (Employees return to work)
Inter-Term Begins	January 3, 2024 (Students return)

Supporting Documentation: None

Facilitators/Presenters:

Vice President for Finance and Administration, Chris Kinsley

NEW COLLEGE OF FLORIDA BOARD OF TRUSTEES

Meeting Date: October 3, 2023

SUBJECT: Approval of Manatee County Donation 9 Acre Parcel to New College of Florida

PROPOSED BOARD ACTION

Authorizing the President to secure a Donation Agreement from Manatee County for the 9-acre parcel (see attached) for approval and execution by the Board of Trustees.

BACKGROUND

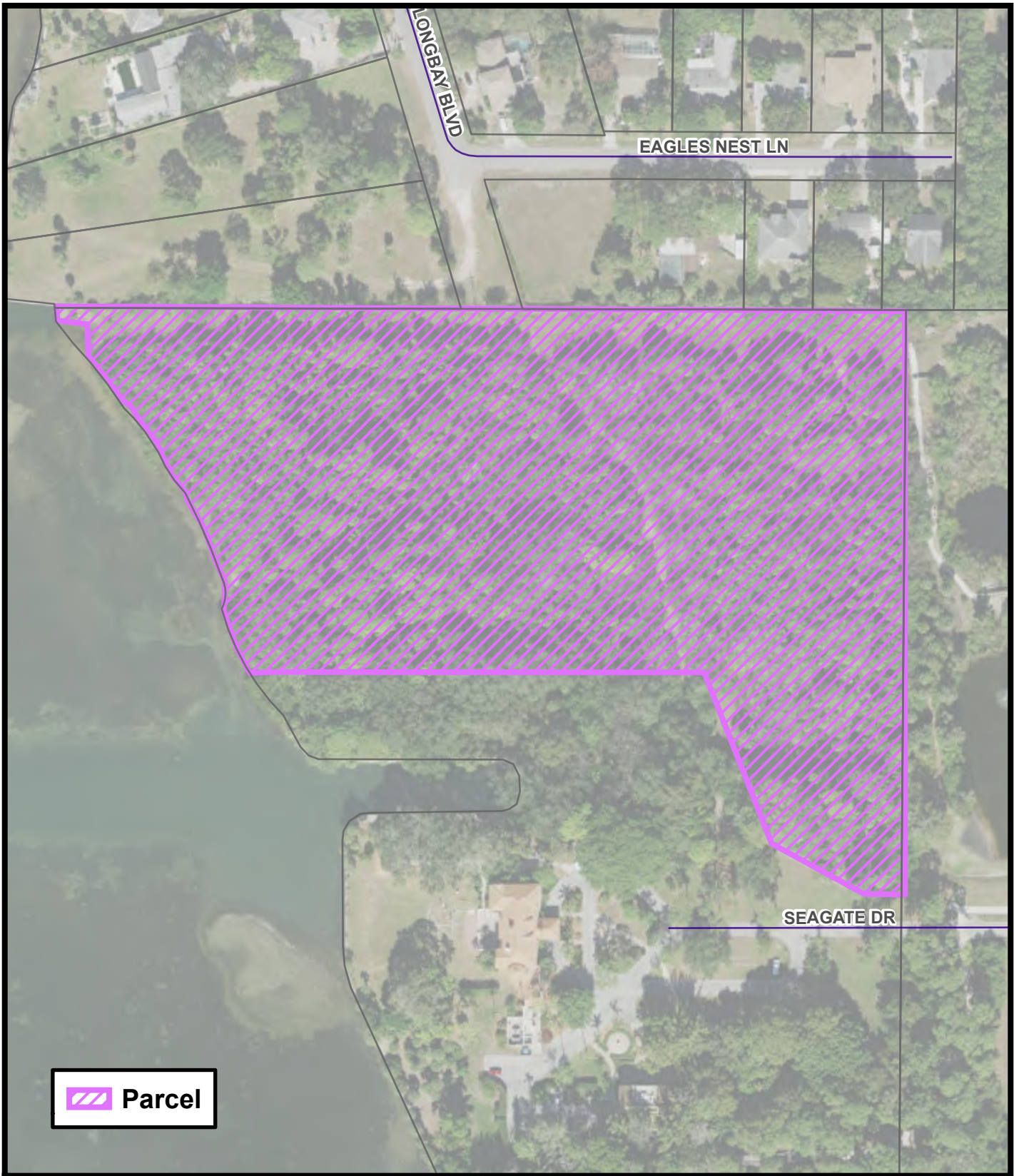
- Manatee County purchased the Powel Crosley Estate, a total of 16.5+ bayfront acres, in 1991.
 - The 8+ acres south of the Powel Crosley boat basin, including the mansion, has become a successful special event facility that draws many out-of-town customers.
 - The acreage north of the boat basin has been underutilized and the County is taking up a resolution for adoption on October 10, 2023 or sooner to convey the nine (9) acres to New College of Florida pursuant to Florida Statutes, Chapter 125, County Government.
-

Supporting Documentation:

- Ariel map of 9 acre parcel
- Ariel map of 9 acre parcel zoomed out

Facilitator(s)/Presenter(s):

Bill Galvano, General Counsel



LONGEAK BLVD

EAGLES NEST LN

SEAGATE DR

 Parcel

Manatee County Map



Notes: Notes

This map was developed by the Manatee County Geographic Information Systems Division. It is provided for general reference and is not warranted in any way. Errors from non-coincidence of features from different sources may exist. The Manatee County BOC shall be held harmless for inappropriate or unintended uses of the information.



Manatee County
Zoning
Staff Report Map
Map Prepared 9/21/2023
1 inch = 752 feet

NEW COLLEGE OF FLORIDA BOARD OF TRUSTEES

Meeting Date: October 3, 2023

SUBJECT: Approval of New College of Florida Textbook and Instructional Materials Affordability Annual Report for Fall 2022 and Spring 2023

PROPOSED BOARD ACTION

Approve the New College of Florida Textbook and Instructional Materials Affordability Annual Report for Fall 2022 and Spring 2023

BACKGROUND

Florida Board of Governors Regulation 8.003 Textbook and Instructional Materials Affordability and Transparency requires each university board of trustees to provide an annual report by September 30th to the Chancellor of the State University System that details:

- (a) The selection process for high enrollment general education courses;
- (b) Specific initiatives of the institution designed to reduce the costs of textbooks and instructional materials;
- (c) Policies implemented regarding the posting of textbook and instructional materials for at least 95% of all courses and course sections 45 days before the first day of class;
- (d) The number of courses and course sections that were not able to meet the posting deadline for the previous academic year; and
- (e) Compliance with the required components of the textbook and instructional materials list as detailed in (1)(h) of the regulation.

The Board of Governor's Staff provided a new template for the Annual Report this year, including additional questions and tables.

Summary of the Report

Individual faculty members select the textbooks and instructional materials for general education courses, including those with high enrollment. In most cases, faculty members choose reliable and affordable earlier editions. Faculty members may select the newest edition of a text when they redesign their introductory course sequence and in fields with rapidly changing scholarship requiring updated textbooks.

Over the past five years, New College has made significant progress in expanding the number of courses that do not require or recommend the purchase of texts or instructional materials and/or utilize open educational resources. In 2018-19, 24 course sections did not require or recommend the purchase of texts or instructional materials. In 2021-22, 125 course sections out of the 399 course sections taught over the academic year utilized open educational resources and/or did not require or recommend the purchase of textbooks or instructional materials. This amounted to an overall percentage of 31%. In 2022-23, 178 course sections out of a total of 412 course sections were offered with no cost materials. This amounted to an overall percentage of 43%.

The Board of Governors tracks courses for which the cost of required or recommended texts and instructional materials is below a \$20/credit hour threshold (consistent with the State University System of Florida Action Plan for the Pricing of Textbooks). Given our policy that NCF full-unit courses should be considered the equivalent of 4 credit hours, we interpreted this low-cost threshold to be \$80 for a full-unit course, or \$40 for a one-module course. An additional 118 course sections met this threshold. This amounted to 72% of courses offered during Fall 2022 and Spring 2023 that met the state's target for low-cost or no-cost instructional materials.

Notably, New College exceeded the state targets with over 99% of its Fall 2022 courses and over 99% of its Spring 2023 courses meeting the state's 45-day posting deadline. This is above the 95% BOG target for timely submission.

Supporting Documentation Included:

New College of Florida Textbook and Instructional Materials Affordability Annual Report for Fall 2022 and Spring 2023

Other Supporting Documents Available:

None

Facilitators/Presenters: Interim Provost Bradley Thiessen

Textbook and Instructional Materials Affordability Annual Report

Instructions

1. Complete each tab/worksheet as designed. The template reflects the interpretation of the reporting requirements by Board staff.
Do not edit the content of the template. Expand the response space as needed.
2. Statutory due date is September 29, 2023.
3. If there are questions, contact Kirsten Harvey Director of Student Success & Workforce Alignment, at Kirsten.Harvey@flbog.edu
4. Include the university contact name and email for the staff who completed the report below:
5. Please note some cells are auto-calculated and do not require you to enter a figure. These cells are green.

University Contact Name and Email: Hui-Min Wen, hwen@ncf.edu

Textbook and Instructional Materials Affordability Annual Report
Fall 2022 and Spring 2023

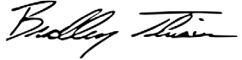
University Submitting Report:

New College of Florida

Date Approved by the University Board of Trustees:

Signature of Chair, University Board of Trustees:

Signature of Vice President for Academic Affairs:



Signature of President:



Textbook and Instructional Materials Selection Process

Report the textbook and instructional materials selection process used for general education courses with high enrollment. Include the course prefix(es) and number(s), the course title(s), and the total number of courses (n=). In column "F," use the drop-down arrow in each cell to select the appropriate selection process. The methodology for determining high enrollment courses is as follows: *Order courses (course prefix/number) by headcount enrollment, excluding honors courses. The top 10% of courses are determined as high enrollment.*

General Education Courses with High Enrollment				Total Number of Course Sections (n =)	Selection Process	If "other," describe
Course Prefix & Number	Term	Course Title				
BIOL	2100	Fall 2023	Foundations of Biology I*	1	Individual Faculty	
POLS	2041	Fall 2023	American Government and Civics*	1	Individual Faculty	
CHEM	3100	Fall 2023	Organic Chemistry I: Structure and Reactivity*	1	Individual Faculty	
CSCI	2200	Fall 2023	Introduction to Programming in Python*	1	Individual Faculty	
CHEM	2100	Fall 2023	General Chemistry I*	1	Individual Faculty	
ANTH	2120	Fall 2023	Introduction to Archaeology*	1	Individual Faculty	
STAN	2700	Fall 2023	Dealing with Data I*	1	Individual Faculty	
CSCI	2300	Fall 2023	Introduction to Computer Systems, Architecture and Digital Hardware	1	Individual Faculty	
ANTH	3500	Fall 2023	Ecological Anthropology	1	Individual Faculty	
BIOL	2100	Fall 2023	Foundations of Biology I*	1	Individual Faculty	
HIST	2020	Spring 2023	American History Survey: 1865 to the Present*	1	Individual Faculty	
BIOL	2200	Spring 2023	Foundations of Biology II*	1	Individual Faculty	
MATH	2311	Spring 2023	Calculus I*	1	Individual Faculty	
RELI	2135	Spring 2023	Cults, Sects, Communes: Religion on the Margins	1	Individual Faculty	
PHYS	2050	Spring 2023	Descriptive Astronomy*	1	Individual Faculty	
POLS	2300	Spring 2023	Introduction to World Politics*	1	Individual Faculty	
BIOL	2600	Spring 2023	Introduction to Neuroscience*	1	Individual Faculty	

Course Sections with No Cost for Textbooks/Instructional Materials

Report the total number of course section(s) offered including exceptions and the total number of course sections that did not require or recommend the purchase of a textbook(s)/ instructional materials and/or utilized open educational resources. These may include general education courses, upper level courses, and courses for directed independent study, internships, thesis/dissertation, etc.

Fall 2022

Total Number of Course Sections Offered (Including Exceptions)	209
Total Number of Course Sections Offered with No Cost Materials	86
Percent of Course Sections with No Cost Materials (Auto-Calculated)	41%

Spring 2023

Total Number of Course Sections Offered (Including Exceptions)	203
Total Number of Course Sections Offered with No Cost Materials	92
Percent of Course Sections with No Cost Materials (Auto-Calculated)	45%

Board Action Plan - Low Cost Course Materials

Report the total number of course section(s) offered including exceptions and the total number of course sections that required or recommended textbook(s)/instructional materials for \$20 or less per credit hour (e.g., \$60 or less for a three-credit-hour course), which meets the State University System of Florida Action Plan for the Pricing of Textbooks and other Instructional Materials.

Fall 2022

Total Number of Course Sections Offered (Including Exceptions)	209
Total Number of Course Sections Offered with the Cost of Materials at \$20 or less per credit hour	65
Percent of Course Sections Offered with the Cost of Materials at \$20 or less per credit hour (Auto-Calculated)	31%

Spring 2023

Total Number of Course Sections Offered (Including Exceptions)	203
Total Number of Course Sections Offered with the Cost of Materials at \$20 or less per credit hour	53
Percent of Course Sections Offered with the Cost of Materials at \$20 or less per credit hour (Auto-Calculated)	26%

Textbook & Instructional Materials Affordability Initiatives

Describe specific initiatives of the institution designed to reduce the costs of textbooks and instructional materials.

New College of Florida is committed to offering textbook and curricular material options that are affordable and accessible to students. New College's only library, the Jane Bancroft Cook Library, orders textbooks and course materials, including digital versions when feasible, so that students have access to instructional materials maintained on reserve at the library or through digital access. Course Reserves Usage reports for Fall 2022 and Spring 2023 indicate that students made considerable use of these various campus resources. Faculty are increasingly aware of digital resources, and thus take advantage of the array of new rental, used, and new eTextbook options offered by our campus bookstore in addition to the print books available for purchase. Faculty also identify publishers who provide reasonably priced, quality materials, thereby keeping costs down and improving access to course content for students. Faculty may choose one textbook to serve for a two-semester course sequence, and they may select affordable anthologies instead of several individual texts. Faculty have also expanded their use of Canvas, curating various instructional materials including articles, images, videos, podcasts, and website links that can deliver rich educational content. Our Interim Instructional Designer on different occasions shared information with faculty on open educational resources (OER). Together with the Associate Systems, Metadata, and Assessment Librarian/Interim Co-Dean, she led Teaching Tuesdays faculty development sessions on OER (on April 13, 2021 and on November 29, 2022); these were recorded and made available to faculty via Canvas for later perusal as well. Another Teaching Tuesdays session, on April 20, 2021, provided information on utilizing Canvas Creative Commons and how instructors could appropriately use or build on curricular content developed by other instructors, whether at New College or at other colleges and universities. This session was led by the Director of Educational Technology Services with input from the Information Literacy Librarian. Through these and other measures and initiatives, New College of Florida strives to reduce costs of textbooks and instructional materials so that students are not overly burdened by excess expenses.

Has the *opt-in* provision been implemented by your institution for the purchase of student materials? If yes, describe the impact this has had on student savings, if any.

No

Has the *opt-out* provision been implemented by your institution for the purchase of student materials? If yes, describe the impact this has had on student savings, if any.

No

University Policies for the Posting of Textbooks and Instructional Materials & Compliance with the Posting Deadline

Describe policies implemented to ensure the posting of textbooks and instructional materials for at least 95% of all courses and course sections 45 days before the first day of class.

To ensure compliance with the Board of Governors regulation that at least 95% of all courses and course sections have their textbooks and instructional materials posted 45 days before the first day of class, New College faculty are asked to submit information about their instructional materials well in advance of the posting deadline. Regular communication among NCF's Division Chairs, Registrar's Office, Provost's Office, Division Office Assistants, certain Interdisciplinary Programs, and the Follett Bookstore Manager confirms that the necessary details are being collected. Information from the Follett bookstore manager about those faculty who have not submitted their list of course textbooks and materials by an earlier deadline is subsequently shared with the Provost's Office, and the faculty are sent regular reminders and are contacted by NCF staff. Once the information is complete, the required Textbook List is posted on NCF's website and students are also directed to search for all of their materials on the NCF/USF Follett bookstore website, where they are able to enter their student ID and locate materials for their individual courses.

Are the policies effective in meeting the reporting requirement? If not, what measures will be taken by the university to increase faculty and staff compliance for meeting the reporting requirement?

The policies put in place have been effective in meeting the reporting requirement.

Published List of Required and Recommended Textbooks and Instructional Materials	
Please use the drop-down options to confirm the published list of required and recommended textbooks and instructional materials includes the following information.	
Information Required	Author Information is
International Standard Book Number (ISBN) or Other Identifying Information	Included
Title	Included
All Authors Listed	Not Included
Publishers	Included
Edition Number	Included
Copyright Date	Included
Published Date	Included
Searchable by Course Subject, Course Number, Course Title, Name of Instructor, Title of Material, and Author(s)	Included
Material Information is Easily Downloadable by Current and Prospective Student	Included

Note: The primary author is listed (a single author constitutes the overwhelming majority of textbooks used). Constraints in the data provided by our bookstore preclude additional author information.

Published Course Syllabus Requirements	
Please use the drop-down options to confirm the course syllabus of the general education core course options identified pursuant to section 1007.25, Florida Statutes include the following information.	
Information Required	Author Information is
Course Curriculum	Included
Goals, Objectives, and Student Expectations of the Course	Included
How Student Performance will be Measured	Included

Link to Published List of Required and Recommended Textbooks and Instructional Materials
Please provide a link to the webpage housing the information listed under "Published List of Required and Recommended Textbooks and Instructional Materials.". If each course section has its own website link, please provide one example link.
Please Provide Link Below
Course Textbooks and Syllabi Database Tableau Public

Link to Published List of Course Syllabi for General Education Courses	
Please provide links to the webpages housing the information under "Published Course Syllabus Requirements."	
Please Provide Links Below	
Communication	Course Textbooks and Syllabi Database Tableau Public
Humanities	Course Textbooks and Syllabi Database Tableau Public
Mathematics	Course Textbooks and Syllabi Database Tableau Public
Natural Sciences	Course Textbooks and Syllabi Database Tableau Public
Social Sciences	Course Textbooks and Syllabi Database Tableau Public

Exceptions

Per Board of Governors Regulation 8.003(1)(h), Textbook and Instructional Materials Affordability, any request for an exception to the compliance deadline shall be submitted in writing to the designated university official and shall provide a reasonable justification for an exception. A course or section added after the notification deadline is exempt from this notification requirement.

Fall 2022				
Total # of Course Sections (Not Including Exceptions)	# of Course Sections Identified As Exceptions	Total # Of Course Sections Including Exceptions (Column A + Column B) (Auto-Calculated)	% Of Total Course Sections That Were Identified As Exceptions (Auto-Calculated)	Reasons For Exceptions
206	3	209	1%	Late addition of visiting or adjunct faculty

Spring 2023				
Total # Of Course Sections (Not Including Exceptions)	# Of Course Sections Identified As Exceptions	Total # Of Course Sections Including Exceptions (Column G + Column H) (Auto-Calculated)	% Of Total Course Sections That Were Identified As Exceptions (Auto-Calculated)	Reasons For Exceptions
203	0	203	0%	

University Requirements for the Posting of Textbooks and Instructional Materials & Compliance with the Posting Deadline

Please use the tables below to report the total number of course sections offered at the 45-day posting deadline, the number of course sections that met the posting requirement, the number of course sections that changed materials after the posting deadline, and the number of course sections that did not meet the posting requirement.

Fall 2022					
Total Course Sections at the 45-Day Posting Deadline (Not Including Exceptions)	# Of Course Sections Meeting Requirement (Not Including Course Sections That Changed Adopted Materials After The Deadline)	% Of Course Sections Meeting Requirement (Auto-Calculated)	# Of Course Sections That Changed Adopted Course Materials After The Required Posting Deadline	# Of Course Sections Not Meeting Requirement (Including Course Sections That Changed Adopted Materials After The Deadline)	% Of Course Sections Not Meeting Requirement (Auto-Calculated)
206	204	99%	0	2	0.97%

Spring 2023					
Total Course Sections at the 45-Day Posting Deadline (Not Including Exceptions)	# Of Course Sections Meeting Requirement (Not Including Course Sections That Changed Adopted Materials After The Deadline)	% Of Course Sections Meeting Requirement (Auto-Calculated)	# Of Course Sections That Changed Adopted Course Materials After The Required Posting Deadline	# Of Course Sections Not Meeting Requirement (Including Course Sections That Changed Adopted Materials After The Deadline)	% Of Course Sections Not Meeting Requirement (Auto-Calculated)
203	201	99.01%	2	2	0.99%

****Note:** Per Board Regulation 8.003 (1) (h), a course or course section added after the posting requirement is considered an exception and should be reported on the "Exceptions" tab. A request for any other exception to the compliance deadline shall be submitted in writing to the designated university official and shall provide a reasonable justification for an exception. A course or section added after the notification deadline is exempt from this notification requirement.