

FISCAL YEAR
2017

BUDGET & OPERATING PLANS



FLORIDA
SOUTHWESTERN
STATE COLLEGE

M E M O R A N D U M

TO: Board of Trustees

FROM: Dr. Jeff Allbritten
President

DATE: Tuesday, June 28th, 2016

SUBJECT: Budget and Operating Plans for the Fiscal Year July 1, 2016 – June 30, 2017

This document includes the College's Operating Budget, Grants and Contracts Budget, Auxiliary Services Budget, Financial Aid Budget, Capital Outlay Budget, Collegiate High Schools Budget, Financing Corporation Budget, Foundation Budget, Student Tuition and Fees Schedule, Investment Policy and Wage and Salary Schedule all of which require Board Approval. Additional Information is included also, and has been provided for your information.

Compared to the 2015 session, the 2016 session was notably smoother in cooperation between the two chambers. There was a general sense of efficiency and purpose and many of the major issues that struggled last year did well this year. Florida's economy continues to perform strong and the result was a state budget that reached \$82 billion before vetoes.

A trend that is expected to continue in the coming years will be more funding ("base" and "new") being dedicated to performance based results. Florida College System institutions will have to work ensure their individual efforts meet this performance criteria, which are now in statute. This year, the state budget increased available performance funds by \$20 million (\$10 million "base" and \$10 million "new") for a total of \$60 million available for distribution.

As we begin planning for next year, incoming legislative leadership has indicated several funding priorities for the 2017 and 2018 sessions. In the Senate, an increase in funding to the state university system with a proposed \$1 billion increase over two years. There will also be a priority placed on funding an increase for both the Bright Futures Academic Scholars award level and for the Florida Resident Access Grant (benefiting private, non-profit institutions). For the Florida College System, strengthening our state's 2+2 model of articulation will also be among the priorities. As Florida's population growth is projected to continue, so is the increased growth of the K-12 system and many other funding priorities affected by that growth around our state, such as transportation and infrastructure. The Florida College System and Florida SouthWestern State College must be proactive in our efforts to highlight our successes and advocate for our priorities as we seek to meet the workforce needs of our region and our great state.

The proposed budget and operating plans for fiscal year 2016-17 reflect a thoughtful and deliberate process to use the anticipated funds in the most efficient manner possible. College staff have critically reviewed each expense budget and revenue projections necessary to operate the College for the upcoming year. Implicit in the presentation of the budget material is the administration's commitment to manage the educational and financial affairs of the College within the guidelines set forth by this document as well as Florida Statute.

We thank you for your continued effort in leading Florida SouthWestern State College in a responsible and accountable manner. We also acknowledge the efforts of staff from all areas of the College in the development of the annual budget and operating plans.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Florida Southwestern State College
Florida**

For the Fiscal Year Beginning

July 1, 2015

Jeffrey R. Enow

Executive Director



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History of Florida SouthWestern State College



1. History and Characteristics

Florida SouthWestern State College was formally established in 1961 by the Florida Legislature as Edison Junior College. In 1965, the main campus was established on 80 acres in Fort Myers. Edison received accreditation from the Commission on Colleges of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) in 1966. Since this initial accreditation, the College has undergone reaffirmation in 1971, 1981, 1991, 2001 and 2013. Accreditation at Level II membership was granted in 2005, and continued in 2007 following a site visit.

Edison Junior College was renamed Edison Community College in 1972 as a reflection of its expanded mission, and opened centers in Collier and Charlotte counties that same year. The College's service area represents tremendous diversity in both geography and economy. The Gulf Coast counties of Lee, Charlotte and Collier have experienced explosive population growth. In contrast, Glades and Hendry counties to the east remain rural, agrarian communities dependent on cattle and sugar cane production. Aligned with area growth, the College opened two permanent campuses, the Collier Campus in Naples and the Charlotte Campus in Punta Gorda. In 2009, the College moved into a 19-acre facility in LaBelle known as the Hendry/Glades Center.

In 2001, the Florida Legislature authorized community colleges to offer limited baccalaureate degrees in areas of workforce need. Edison re-evaluated its mission statement and in 2006 enrolled 13 students into the Bachelors of Applied Science in Public Safety and Management program. In August 2008, following the creation of the new State College System and to support the College's addition of baccalaureate programs, the District Board of Trustees approved the name Edison State College. That name remained until 2014 when Edison became Florida SouthWestern State College. The mission of FSW reflects a commitment to all levels of educational attainment, our students, faculty and staff, and the community that we have served for the past 54 years. The College now offers ten baccalaureate programs as well as operates two charter high schools at the Thomas Edison and Charlotte campuses.



History of Florida SouthWestern State College con't

2. Programs of Study

Florida SouthWestern State College has degree-granting authority as conferred by state law and institutional agreement. FSW offers 10 baccalaureate degrees, 22 Associate in Science degrees, the Associate in Arts degree, and 20 certificate programs.

School of Arts, Humanities, and Social Sciences

Associate in Arts (AA)

College Credit Certificates

- Audio Technology, CCC

School of Pure and Applied Sciences

Associate in Science Degrees

- Science and Engineering Technology, AS (*pending approval from SACSCOC*)

College Credit Certificates

- Scientific Workplace Preparation, CCC (*pending approval from SACSCOC*)

School of Business and Technology

Bachelor of Applied Science Degrees

- Public Safety Administration, BAS
- Supervision and Management, BAS

Associate in Science Degrees

- Accounting Technology, AS
- Architectural Design and Construction Technology, AS
- Business Administration and Management, AS
- Civil Engineering Technology, AS
- Computer Programming and Analysis, AS
- Crime Scene Technology, AS
- Criminal Justice Technology, AS
- Network Systems Technology, AS
- Paralegal Studies, AS

College Credit Certificates

- Accounting Technology Management, CCC
- Business Development and Entrepreneurship, CCC
- Computer Programmer, CCC
- Computer Programming Specialist, CCC
- Crime Scene Technician, CCC
- Digital Forensics, CCC (*pending approval from SACSCOC*)
- Engineering Technology Support Specialist, CCC (*pending approval from SACSCOC*)
- Financial Services Management, CCC (*pending approval from SACSCOC*)
- Information Technology Support Specialist, CCC
- Intermodal Freight Transportation, CCC
- Network Enterprise Administration, CCC
- Network Security, CCC
- Small Business Management, CCC



History of Florida SouthWestern State College con't

School of Education

Bachelor of Science Degrees

- Elementary Education, BS
- Middle Grades Language Arts Education, BS
- Middle Grades Mathematics Education, BS
- Middle Grades Science Education, BS
- Secondary Biology Education, BS
- Secondary Mathematics Education, BS

Associate in Science Degree

- Early Childhood Education, AS

School of Health Professions

Bachelor of Applied Science Degree

- Cardiopulmonary Sciences, AS to BS

Bachelor of Science Degree

- Nursing, RN to BSN

Associate in Science Degrees

- Cardiovascular Technology, AS
- Dental Hygiene, AS
- Emergency Medical Services Technology, AS
- Fire Science Technology, AS
- Health Information Technology, AS
- Nursing, AS
- Radiologic Technology, AS
- Respiratory Care, AS
- Social and Human Services, AS (pending approval from SACSCOC)

Certificates

- Addiction Services, CCC
- Computed Tomography, ATC
- Emergency Medical Technician, CCC
- Firefighter Minimum Standards, PSAV
- Paramedic, CCC

Programs with Partner Colleges

Associate in Science Degrees

- Opticianry Program, AS
- Physical Therapist Assistant Program, AS



History of Florida SouthWestern State College con't

3. Locations and Distance Education

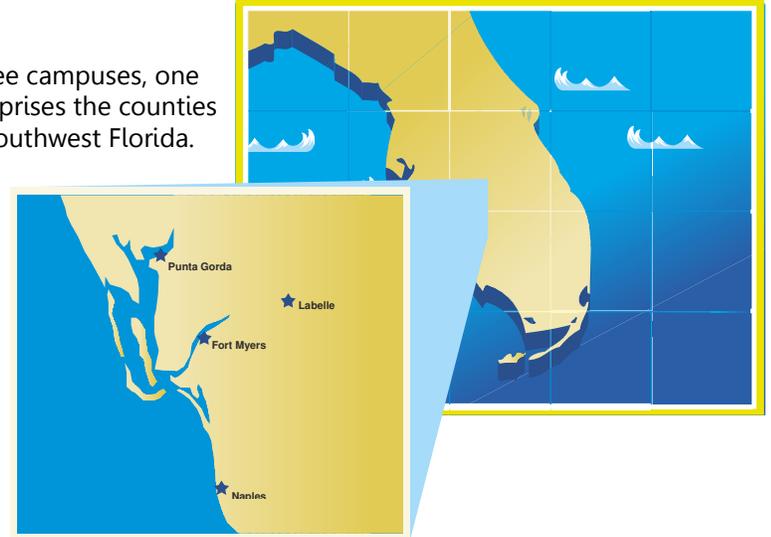
Florida SouthWestern State College operates three campuses, one center and an online division. FSW's district comprises the counties of Charlotte, Collier, Hendry, Glades and Lee in Southwest Florida.

The Thomas Edison (Lee) campus is located at 8099 College Parkway, Fort Myers, FL 33919.

The Charlotte Campus is located at 26300 Airport Road, Punta Gorda, FL 33950.

The Collier campus is located at 7505 Grand Lely Drive, Naples, FL 34113.

A Center is located in Hendry County at 1092 E Cowboy Way, La Belle, FL 33935.



4. Accreditation

Florida SouthWestern State College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate and baccalaureate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call (404) 679-4500 for questions about the accreditation of Florida SouthWestern State College. Further information can be found on the college's website at www.fsw.edu/accreditation.

In addition to accreditation by the Commission on Colleges of the Southern Association of Colleges and Schools, nine Florida SouthWestern State College programs are accredited by one of the following agencies.

Cardiovascular Technology (AS): Commission on Accreditation of Allied Health Education Programs (CAAHEP) in conjunction with the Joint Review Committee on Education in Cardiovascular Technology

Dental Hygiene (AS): Commission on Dental Accreditation (CODA)

Emergency Medical Services Technology (AS): Commission on Accreditation of Allied Health Education Programs (CAAHEP) in conjunction with the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP).

Nursing (AS and BS): Accreditation Commission for Education in Nursing (ACEN)

Radiologic Technology (AS): Joint Review Committee on Education in Radiologic Technology (JRCERT)

Respiratory Care (AS): Commission on Accreditation for Respiratory Care (CoARC)

Health Information Technology (AS): Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM)

Paramedic Certificate: Commission on Accreditation of Allied Health Education Programs (CAAHEP) in conjunction with the Committee on Accreditation of Educational Programs for Emergency Medical Services Professions (CoAEMSP)

Physical Therapy Assistant (AS): Commission on Accreditation in Physical Therapy Education (CAPTE) (via Inter-institutional agreement with Broward College)



Community Profile

Originally, Southwest Florida was best known as an agricultural region with cattle ranches and gladiolus fields. Today there are still several hundred farms located in the area. Major crops include citrus, vegetables, sugarcane, cattle and ornamentals. Seafood is also a large industry in the region. In 2010 over 15 million pounds of shellfish and fish were harvested by commercial fishermen in the five coastal counties of Southwest Florida. The region also appeals to companies in other industry sectors as healthcare, business services, logistic and manufacturing.

Lee and Collier counties ranked in the top 10 of the nation's fastest-growing metro areas based on population increases from July 2013 to July 2014. The U.S. Census shows a population growth rate of 2.7% for Lee County, the sixth largest increase in the country; and a 2.5% increase for Collier County.

The growth of new jobs continues to increase as high technology industries move into the area. From biofuels, healthcare, technology, apparel design and sugar production, the Southwest Florida employers are the driving force behind this region's success.

Largest Employers by County

Lee County		
Company	Industry	# of Employees
Lee Memorial Health System	Health Care	10,900
Lee County School District	Public Education	10,600
Publix Super Markets	Retail Trade	6,968
Walmart	Retail Trade	3,792
Win-Dixie	Retail Trade	3,348
Collier County		
Collier County Public Schools	Public Education	7,041
Naples Community Hospitals	Health Care	7,000
Collier County Administration	County Government	1,600
Arthrex, Inc.	Manufacturing	1,400
Ritz Carlton-Naples	Hospitality	1,100
Charlotte County		
Charlotte Regional Medical Center	Health Care	3,950
Palm Automotive	Automotive	2,656
Charlotte County School District	Public Education	2,140
St. Joseph Preferred Health Care, Inc.	Health Care	1,400
City of Port Charlotte	County Government	1,027



Demographics

According to the 2010 US Census, the College serves an area of 1.1 million residents. Over half of those reside in Lee County, followed by Collier, Charlotte, Hendry and finally Glades counties. The demographics of these areas can be seen below:

	Counties Served by Florida SouthWestern State College				
	Lee	Charlotte	Collier	Hendry	Glades
Population	618,754	159,978	321,520	39,140	12,884
Persons under 18 years	19.1%	13.5%	19.0%	28.5%	18.3%
White alone	87.3%	90.8%	90.0%	82.0%	80.0%
Black or African American alone	9.0%	6.1%	7.1%	13.6%	13.2%
American Indian and Alaska Native alone	50.0%	30.0%	50.0%	2.2%	5.1%
Asian alone	1.6%	1.3%	1.3%	1.0%	70.0%
Native Hawaiian and Other Pacific Islander alone	10.0%	10.0%	10.0%	20.0%	0.0%
Two or More Races	1.5%	1.4%	1.1%	1.1%	90.0%
Hispanic or Latino	18.9%	6.5%	26.2%	49.6%	21.5%
White alone, not Hispanic or Latino	70.1%	85.1%	65.0%	34.9%	61.0%
Foreign born persons	15.0%	9.6%	23.1%	24.1%	15.0%
Language other than English spoken at home	21.2%	10.8%	31.4%	42.0%	21.6%
High school graduate or higher	87.1%	88.4%	85.1%	64.3%	75.6%
Median household income	\$48,453	\$44,596	\$56,104	\$35,736	\$35,219
Persons below poverty level	14.5%	11.9%	14.0%	28.7%	25.3%
Land area in square miles	784.51	680.28	1,998.32	1,152.75	806.01
Persons per square mile	788.70	235.2	160.9	34.0	16

The demographics of Florida SouthWestern State College can be analyzed by reviewing the chart on the following page. During Fall of 2015, female students made up 60.9 % of the student body, with males making up 39%. Of the 15,742 students, 50.5% were White, 28.4% Hispanic and 11% were Black/African American. The age of Florida SouthWestern State College students varies as well with 25.9% of the students' ages 18-19, 17.5% between the ages of 25-34 and 16.9% ages 20-21.

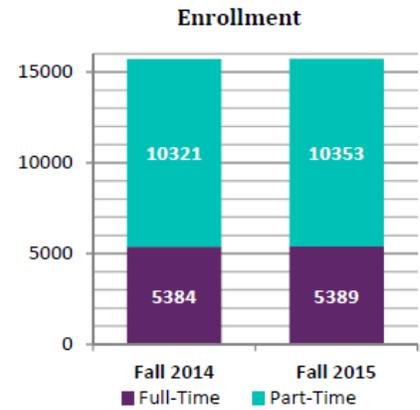


Florida SouthWestern State College

Fall 2015 Enrollment

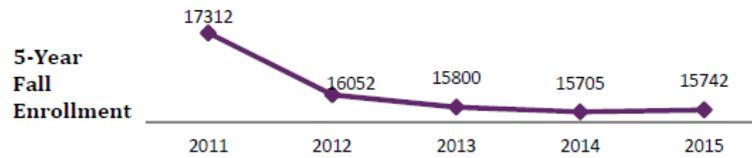
Published by the Office of Institutional Research

Enrollment	Fall 2014		Fall 2015		Percent Change
	n	%	n	%	
Total	15705	100.0%	15742	100.0%	0.2%
Full-Time	5384	34.3%	5389	34.2%	0.1%
Part-Time	10321	65.7%	10353	65.8%	0.3%
FTE*	4475	---	4647	---	3.8%



Credit Hour Production	Fall 2015		FTE* per Campus	Fall 2015
	n	%		
Total	139424	100.0%	Total	4647
Lee	71663	51.4%	Lee	2389
Collier	24775	17.8%	Collier	826
Charlotte	11926	8.6%	Charlotte	398
Hendry/Glades	3036	2.2%	Hendry/Glades	101
FSW Online	28024	20.1%	FSW Online	934

Residency Status	n	%
FL Resident	12508	79.5%
Non-FL Resident	544	3.5%
F1 Non-Resident	24	0.2%
Dual Enrollment	2666	16.9%



Gender and Race/Ethnicity	Hispanic	Amer Ind/ Nat Alask	Asian	Black/ Afr Amer	Nat Haw/ Pac Isl	White	Two or More	Unknown	Total
Female	2770	29	184	1060	20	4808	184	526	9581
Male	1695	17	133	676	6	3121	126	335	6109
Unknown	14	0	0	9	0	22	0	7	52
Total	4479	46	317	1745	26	7951	310	868	15742

Gender and Age	< 18	18 - 19	20 - 21	22 - 24	25 - 34	35 - 44	45 - 54	55 +	Total
Female	1473	2373	1475	1242	1740	769	414	95	9581
Male	848	1698	1167	878	1006	302	158	52	6109
Unknown	1	6	15	8	12	7	2	1	52
Total	2322	4077	2657	2128	2758	1078	574	148	15742

Top 10 Majors	n	Top 10 FL Counties	n	Top 10 Courses	n
1. AA General Studies	9963	1. Lee	8459	1. ENC 1101	3794
2. AA Nursing Entry Focus	933	2. Collier	4117	2. SLS 1515	2839
3. Non-Degree Seeking	857	3. Charlotte	1560	3. MAT 1033	2025
4. AS Nursing Basic Prgm	452	4. Hendry	430	4. MAC 1105	1625
5. AS Business/Admin Mgmt	440	5. Sarasota	225	5. PSY 2012	1623
6. BAS Supervision & Mgmt	414	6. Broward	82	6. BSC 1010	1206
7. BS Nursing	208	7. Miami-Dade	74	7. ENC 1102	1190
8. AS Criminal Justice Tech	207	8. DeSoto	63	8. BSC 1010L	1157
9. AA Dental Hygiene Focus	183	9. Palm Beach	58	9. SPC 1017	1062
10. AS Comp Prog & Analysis	181	10. Glades	47	10. DEP 2004	892
AS Emer Med Serv Tech	181				

*FTE (Full-Time Equivalent) Enrollment = Total Student Credit Hour Production Divided by 30
 Source: Local Banner Data 11-4-15



Chronological Highlights 2014 - 2016

2014

- January: Carl McAloose is named Director, Intercollegiate Athletics
- February: Governor Rick Scott appoints Byron Donalds and Eric Loche, and reappoints Braxton Rhone and Chris Vernon to the college's District Board of Trustees
- April: Edison students elected President and Vice President of the Florida College System Student Government Association for the second consecutive year
- May: Florida Senate and House sub-committees approve name change to Florida SouthWestern State College
- May: Edison State College holds its final commencement ceremony under the Edison name
- May: Edison Collegiate High School, Lee Campus, holds first graduation ceremony
- May: The College signs 10-year lease agreement for use of City of Palms Park for its baseball and softball teams
- July: Florida SouthWestern State College celebrates its new name with Spirit Day

2015

- January: Florida SouthWestern State College (FSW) announced a partnership with Suncoast Credit Union to commence plans to build the Suncoast Credit Union Arena. Suncoast Credit Union leaders committed \$5 million to make this vision a reality
- January: Both Florida SouthWestern Collegiate High Schools are listed in the Top Ten Florida schools
- April: FSW hosts press conference to announce Head Women's and Men's Basketball Coaches
- May: FSW student elected Vice President of the Florida College System Student Government Association for the third consecutive year
- May: FSW hosts first graduation ceremony as FSW
- July: FSW earns Gold Tier rank for performance funding
- July: FSW launches first edition of college magazine: *Spyglass*
- October: FSW & Greater Naples YMCA Announce Partnership

2016

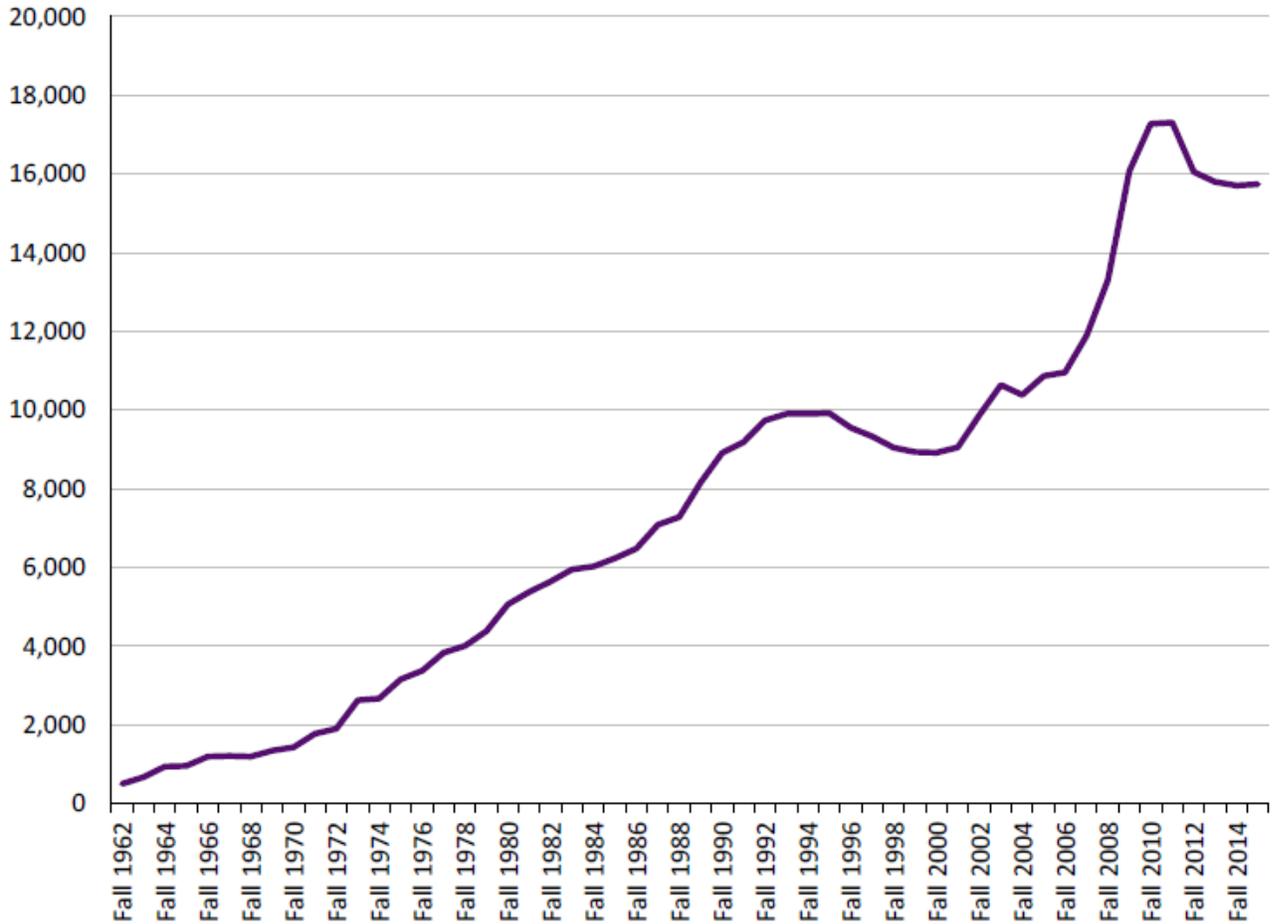
- January: FSW baseball team plays first regular season game
- February: FSW softball team plays first regular season game
- March: Two FSW Employees Receive NISOD Award
- April: FSW Secures Invite to Play in NJCAA Division I Softball Tournament
- April: FSW Presents First Athletic Scholarship Awards
- May: FSW Students named to 2016-All-Florida Academic Team
- May: FSW Commencement Celebrates over 1,000 Graduates
- May: FSW Launches BucGear website
- May: FSW wins Chrysalis Award
- June: FSW Softball Pitcher Gettins named 2016 Dudley NJCAA D1 National Pitcher of the Year
- June: FSW Softball's Trio earn NFCA All-American Honors
- June: FSW Baseball's Rios drafted by Baltimore Orioles
- June: FSW Breaks ground on Hendry/Glades Regional Education Center Hall



Historical Enrollment

Fall Historical Enrollment

Term	Enrollment	Term	Enrollment	Term	Enrollment	Term	Enrollment
Fall 1962	498	Fall 1976	3,379	Fall 1990	8,907	Fall 2004	10,383
Fall 1963	674	Fall 1977	3,831	Fall 1991	9,190	Fall 2005	10,866
Fall 1964	940	Fall 1978	4,009	Fall 1992	9,740	Fall 2006	10,964
Fall 1965	953	Fall 1979	4,383	Fall 1993	9,909	Fall 2007	11,898
Fall 1966	1,197	Fall 1980	5,066	Fall 1994	9,904	Fall 2008	13,309
Fall 1967	1,211	Fall 1981	5,379	Fall 1995	9,924	Fall 2009	16,077
Fall 1968	1,194	Fall 1982	5,647	Fall 1996	9,551	Fall 2010	17,280
Fall 1969	1,342	Fall 1983	5,947	Fall 1997	9,334	Fall 2011	17,312
Fall 1970	1,427	Fall 1984	6,022	Fall 1998	9,044	Fall 2012	16,052
Fall 1971	1,779	Fall 1985	6,233	Fall 1999	8,933	Fall 2013	15,800
Fall 1972	1,898	Fall 1986	6,483	Fall 2000	8,919	Fall 2014	15,705
Fall 1973	2,623	Fall 1987	7,088	Fall 2001	9,057	Fall 2015	15,742
Fall 1974	2,672	Fall 1988	7,283	Fall 2002	9,871		
Fall 1975	3,154	Fall 1989	8,171	Fall 2003	10,641		





Florida SouthWestern State College Board of Trustees



Brian Chapman Jr.
Chair



Tristan "Tris" Chapman,
Vice-Chair



Byron Donalds



Christopher T. Vernon



Julia G. Perry

The Board of Trustees of Florida SouthWestern State College is charged by Florida Statute and State Board of Education Rules with responsibility for establishing the policies which are required by law or necessary to the operation of Florida SouthWestern State College. The Boards of Trustees are responsible for cost-effective policy decisions appropriate to the College's mission, the implementation and maintenance of high-quality education programs with law and rules of the State Board of Education, the measurement of performance, the reporting of information, and the provision of input regarding state policy, budgeting and education standards. Trustees are appointed by the Governor of the State of Florida and confirmed by the Senate in regular session and serve without compensation. Regular board meetings are held five or six times per year.



Braxton c. Rhone



Marjorie Starnes-Bilotti



Eric Loche



Sankey E. "Eddie"
Webb, III



Executive Officers

Dr. Jeffery S. Allbritten, President

As Chief Administrative Officer, Dr. Allbritten is responsible for the efficient administration of the institution and its programs. He provides vision and leadership and strategically leads every aspect of the college.

Dr. Henry Peel, Chief of Staff

Dr. Peel is responsible for facilitating the strategic planning and continuous improvement processes of the college. He advises the President and college leadership on issues of strategic planning, institutional performance, and compliance with external mandates.

Dr. Christine Davis, Vice President, Student Affairs and Enrollment Management

Dr. Davis is responsible for the development of partnerships, programs and policies to achieve the College's strategic initiatives for students in collaboration with student services leadership at the campuses. Areas under her purview include admissions, advising, assessment, counseling, judicial affairs, student life, student support services and programs, residence life and adaptive services.

Dr. Gina Doeble, Vice President, Administrative Services

Dr. Doeble is responsible for the planning, operation and evaluation of the college's non-academic programs and services. Areas under her purview include financial services, budget administration, human resources, housing operations, auxiliary services, student financial aid, public safety and facilities planning and development.

Dr. Jeff Stewart, Vice President, Research, Technology and Accountability; and Interim Provost and Vice President, Academic Affairs

Dr. Stewart is responsible for institutional research, regional accreditation, institutional assessment, data integrity, analysis and interpretation, as well as provides administrative oversight for information technology and enterprise application systems. He also serves as the chief academic officer of the College and provides leadership and integrity in the areas of academic program development, curriculum, evidence-based research, and organizational effectiveness; promotes shared governance; and develops and oversees academic policies and instructional delivery in support of the College's vision.

Dr. Louis Traina, Vice President, Institutional Advancement

Dr. Traina is the chief development officer of the College and provides leadership for the Foundation as well as Communications and Marketing. He is responsible for identifying, establishing and maintaining relationships with individuals, corporations and foundations while soliciting philanthropic commitments in support of the mission and strategic direction of the College.

Dr. Denis Wright, Regional Vice President for Economic & Community Relations/Charlotte Campus President

Dr. Robert Jones, Regional Vice President for Economic & Community Relations/Collier Campus President

Both Dr. Wright and Dr. Jones work closely with the local and regional community to enhance development efforts to secure resources and support college programs. They serve as chief executive officer of their assigned campuses and have responsibility for its operation.





Organizational Units

Florida SouthWestern State College is structured into the following units:

Office of the President-

The President is authorized to perform duties and make decisions which are necessary, proper and lawful for the operation of the College. As delegated by the Board of Trustees, the President has the responsibility, authority and duties for leadership, supervision and management of the College in accordance with the Florida Statutes, State Board of Education Rules, Division of Florida Colleges, and Rules and Policies of the Board of Trustees. Within the Office of the President are the Chief of Staff, General Counsel, Government Relations, Athletics, International Education and the Regional Vice Presidents. All other offices ultimately report directly to the President.

Office of Academic Affairs-

The Office of Academic Affairs is responsible for supporting faculty, overseeing curriculum, regulating academic and performance requirements and providing leadership to the School of Business and Technology, School of Health Professions, School of Pure and Applied Sciences, School of Arts, Humanities and Social Sciences, School of Education, FSW Online, and First Year Experience.

Office of Student Affairs and Enrollment Management-

The Office of Student Affairs and Enrollment Management is responsible for enhancing the overall learning experience of the students. Areas under the direction of this office are Student Recruitment, Admissions, Advising, Orientation, Career Services, Student Life, Adaptive Services, Counseling, Residence Life, and New Students Program.

Office of Administrative Services-

The Office of Administrative Services provides direction, support and oversight to operational units including Auxiliary Services, Budget and Financial Services, the Bursars office, Campus Safety and Security, Facilities Planning and Management, Financial Aid, Human Resources, Direct Support Organizations, and Housing Operations.

Office of Research, Technology and Accountability -

The Office of Research, Technology and Accountability is responsible for providing support to the campus community in setting goals, evaluating success and improving their impact and effectiveness. In addition, they provide data and research on such things as enrollment, degrees and other state accountability measures. Also under the purview of the Office of Research, Technology and Accountability are Information Technology, and Grants Development.

Office of Institutional Advancement-

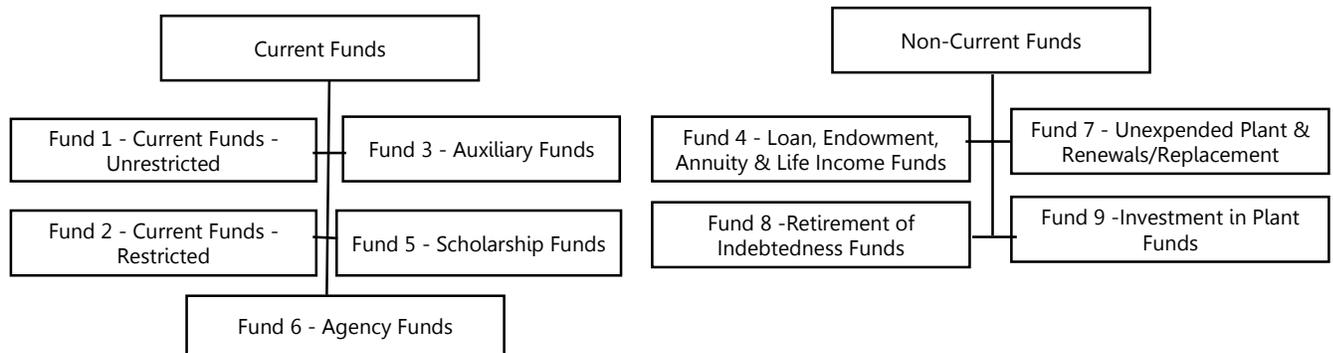
The Institutional Advancement Department oversees the Foundation which includes multi modality communications, fundraising development, alumni relations, and philanthropic relationship building. The Foundation provides external financial support for the College mission by advancing fundraising analytics, prospect/donor cultivation and solicitation, and stewardship of gifts.



Fund Structure

Fund Accounting

The colleges utilize fund accounting which is a system by which resources are allocated to and accounted for as a separate entity (fund) according to the purpose for which resources may be used in accordance with limitations, regulations or restrictions imposed by sources outside the institution or the governing board. A fund is an accounting entity with a self balancing set of accounts consisting of assets, liabilities, fund balance and changes in the fund balance.



Fund 1 - Current Funds - Unrestricted

This fund is used to account for those economic resources which may be used to accomplish the primary and supporting objectives of the college. The only restrictions on the resources of this fund are those imposed by law, regulation or the budget. Staff and Program Development funds shall be recorded in this fund, subject to applicable rules and regulations. Other reserved funds, such as course fees, shall be accounted for in the same manner. Resources accounted for in this fund have no restrictions imposed by external agencies and it is anticipated that such resources will be utilized in the near term. All direct instructional activities of the college are accounted for in this fund or the Current Funds-Restricted as appropriate. All state appropriated general revenues and lottery funds are reported in this fund.

Fund 2 - Current Funds - Restricted

As in Fund 1, this fund is used to account for those economic resources which may be used to accomplish the primary and supporting objectives of the college, however, such resources have been restricted by the donors or other outside agencies. Local Board of Trustees may not create restricted funds; the restrictions must be imposed by agencies or individuals outside the college. Examples of restricted current funds would be gifts or grants received which may be used only for specified purposes or programs. Restricted funds received for constructions, loans or scholarships are not credited to this fund since they are not available for current operations. Likewise, course fees, financial aid fees, parking fees, etc. are not accounted for in this fund. Legislatively imposed categorical funds shall be recorded in this fund and expenditures or transfers accounted for thereto. The Division for the Florida's College System shall identify annually, those categorical funds which are subject to being recorded in this fund. Student activity and service fees may be recorded in this fund and expenditures or transfers accounted for thereto. Additionally, the Charter High Schools are included in this fund for annual reporting purposes however they are tracked separate from other restricted funds throughout the year.

Fund 3 - Auxiliary Funds

Auxiliary enterprises are established primarily to provide non - instructional services for sale to students, faculty, staff and which are intended to be self - supporting. The general public may be incidentally served by auxiliary enterprises, although that is not their primary purpose. Fees charged by auxiliary enterprises are related to, but not necessarily equal to, the cost of the goods or services provided. Service departments may be accounted for in this fund if it is the policy of the college to operate the department on a self - supporting basis. This would require that the charges for the goods or services of the service department be adequate to recover all costs of operation including personnel expense. If it is the policy of the college to recover less than the full cost of operation of the service department, it should be accounted for in Fund 1. Service departments are those established to serve other departments of the institution and not to serve faculty, staff or the general public.



Fund Structure

Fund 4 - Loan, Endowment, Annuity and Life Income Funds

Loan funds are those resources available for loans to students regardless of whether the institution is responsible for the collection of the loan. Interest earned on loans as well as income and gains from investments of loan funds should also be accounted for in this fund. Endowment funds are those for which an outside agency or source stipulated that the principal of the fund is not expendable. Term endowments are accounted for as regular endowments, except that all or part of the principal may be expended after passage of a stated period of time or the occurrence of a particular event. Quasi - endowments are funds that the governing board, rather than an outside agency, has determined to be retained and invested. The principal and income may be utilized at the discretion of the Board, subject to any donor - imposed restrictions on use. Temporarily invested assets of the current or other funds are not quasi - endowments, and should be shown as investments of the current or other funds. Endowment funds of all types are classified as " restricted" if the income may be used only for certain designated purposes, such as scholarships or student loans. They are classified as " unrestricted" if the income may be used without restriction or any purpose by the college. Annuity funds consist of assets acquired by an institution under agreements whereby money or other property is made available to an institution on condition that it bind itself to pay stipulated amounts periodically to the donor or other designated individuals, which payments are to terminate at the time specified in the agreement. Life Income funds consists of charitable remainder trusts for which the institution is trustee and remainder in name. Endowment funds are typically recorded through the college's Foundation and are included in their budget and annual financial statements.

Fund 5 - Scholarship Funds

This fund is used to account for resources available for awards to students which are not in payment for services rendered to the college and will not require repayment to the college. This category includes awards made to students as a result of selection by the institution or from an entitlement program. Recipients of grants are not required to perform a service to the institution nor are they expected to make repayment. If services are required in return for the financial assistance (i.e., College Work Study Program) the charges are not classified as scholarships, but should be charged to the organization or department which received the services. In those instances where the college has custody of the funds, but does not select the recipient and the funds are not based on entitlement, the funds will generally be accounted for in the Agency Fund. Financial Aid Fees shall be recorded in this fund and expenditures or transfers accounted for thereto.

Fund 6 - Agency Funds

This fund is used to account for resources held by a college as custodian or fiscal agent for others, such as funds of student or staff organizations/clubs and temporary revenue/expenditure accounts which serve as clearing accounts for the college. Transactions of Agency Funds usually represent charges or credits to the individual asset and liability accounts. If a college wishes to, however, it may use its regular revenue and expenditure codes to record Agency Fund transactions. As a fiscal agent for other entities this fund is eliminated from the annual financial statements and is not included in the annual budget and operating plans.

Fund 7 - Unexpended Plant and Renewals/Replacement Funds

This fund is used to account for resources that are available for the acquisition or construction of physical property to be used for institution purposes and resources designated for the major repair and/or replacement of institutional property, as well as associated liabilities. Appropriated funds from the state in the form of Public Education Capital Outlay (PECO) are recorded here. Capital improvement fees are included in this fund as well.

Fund 8 - Retirement of Indebtedness Funds

This fund is used to account for the long - term debt of a college and for the resources which will be used to retire the debt and pay the interest on the obligation(s).



Fund Structure

Fund 9 - Invested in Plant Funds

This fund is used to account for the cumulative costs of plant assets and associated liabilities. The assets consist of:

- * Land
- * Buildings
- * Other Structures and Improvements
- * Furniture, Machinery and Equipment
- * Construction in Progress
- * Assets Under Capital Lease
- * Data Software
- * Artwork



Revenue Sources

Florida SouthWestern State College receives revenue from a variety of sources. Below is a description of the revenue accounts used by the College:

Student Tuition & Fees -

Included in this category are all resources stemming from credit hour rates (tuition) and other fees such as parking fees, technology fees, application fees, capital improvement fees, testing fees, access/id card fees and course fees.

Support from Federal Government -

The revenue in this category comes from grants administered through the Federal Government as well as the indirect costs associated with those grants. Florida SouthWestern State college is approved to charge up to 35% for the administration of the grant.

Support from State Government -

Included in this category is FSW's allocation of community college program funding (CCPF) and lottery funding from the State of Florida and any performance incentive funding allocated to the College. Also included is funding from the state for the Collegiate High Schools and Capital Outlay funding (PECO) related to construction, renovation or maintenance for College facilities.

Gifts, Contributions, Grants & Contracts -

The revenue in this category comes from the Dual Enrollment contracts with the School Districts, and from indirect costs charged to the Collegiate High Schools and Continuing Education Programs.

Sales and Services -

Sales and services revenue is generated primarily through the College's dental clinic which provides dentistry to over 2,000 patients each year as well as a partnership with the University of Florida.

Transfers -

Interfund transfers move resources from one fund to another . These transfers are for specific amounts and purposes.

Other Sources -

These include resources from various activities such as fines and penalties, investment gain or loss, interest earnings and indirect costs associated with the Collegiate High Schools.



Expenditure Categories

Florida SouthWestern State College uses the following expense categories to account for expenses:

Personnel Expenses -

All gross salary payments to employees are included in this category. Additionally, this category can be further broken down into the following:

- **Executive & Management** - this account includes personnel who exercise primary college-wide responsibility for the management of the institution.
- **Instructional Staff** - this account is used to record payments to personnel whose primary duty is to conduct organized instructional activities.
- **Other Professional Staff** - this account is used to record payments to individuals employed for the purpose of performing academic support, student services, and institutional support activities.
- **Technical, Clerical and Trade Staff** - this account is used to record salary payments to persons whose assignments require specialized knowledge or skills which may be acquired through experience or educational programs.
- **Instructional & Other Temporary Professionals** - this account is used to record payments to persons, normally other than regular salaried employees, when they conduct part-time organized instructional activities, such as adjuncts.
- **Student Employment** - this account is used to record payments to students for services rendered as student assistants.
- **Benefits** - all applicable payroll taxes, insurance, retirement contributions and any other taxes or allowances are recorded here.

Travel -

All costs associated with travel including, mileage, rental car charges, air fare, per diem payments, etc. are recorded here.

Operating Expenses -

A variety of expenses including postage, telephone services, printing, professional fees, repairs and maintenance, educational materials and supplies, etc. are recorded here.

Rental - Facilities & Equipment -

Expenses related to the rentals of copy machines, equipment, facilities, etc. are recorded here.

Insurance -

All property, fleet, general liability, student, workers compensation, etc. expenses are accounted for in this category.

Utilities -

The cost of electricity, water, waste collection, and fuel, oil and gas is recorded here.

Contract Services -

This account is used to record the cost of services such as institutional memberships, contracted instructional and non-instructional services, technology services, etc.

Transfers (to other funds) -

This account is used to record the transfer of resources between funds.



Expenditure Categories

Reserves -

This account is used to formally set aside funds for other purposes such as technology replacement, furniture & equipment replacement or parking lot repairs.

Contingency -

This account is used to record the budget for current expense contingencies and will not be used to record actual expenditures.

Capital Expenditures -

Capitalized personal property represents any movable personal property (furniture, machinery, fixtures, equipment, supplies and similar items) costing \$5,000 or more with an expected useful life of 1 year or more. These items are formally capitalized on the college's general ledger and depreciated over their useful lives.



Expense Functional Categories

The expenditures of Florida SouthWestern State College are grouped together by various functional categories. These categories are outlined in the State Accounting Manual for Florida 's Colleges and are described below:

Direct Instruction -

This function includes formally organized activities designed for the purpose of transmitting knowledge, skills and attitudes to a specifically identified target or clientele group. In Florida's College System, it includes both credit and non-credit instructions in those areas generally referred to as Advance and Professional, Vocational, Developmental and Community Instructional Service.

Academic Support -

This function includes activities that directly support, supplement or augment the instructional program of the college. Included in this category are Learning Resources, Academic Administration, Course and Curriculum Development and Academic Professional Personal Development.

Student Support -

This function includes those activities provided by the college to assist and provide services for students, as well as to augment certain aspects of the instructional program.

Institutional Support-

This function includes those activities undertaken to provide necessary services on a college wide basis. Included in this category are Executive Management, Fiscal Operations, General Administrative and Logistical Services, Administrative and Support Staff Services, and Community Relations.

Physical Plant Operation and Maintenance -

This function includes those organizational units which are responsible for the operation and maintenance of the institution's physical facilities.

Student Financial Assistance -

Legislated fee waivers for students are charged to this function.

Contingency & Transfers -

This function includes budgeted contingencies and expenditures for all transfers.



Capital Assets

College owned and leased assets are classified into three categories as follows:

- Real Property (Land, Buildings, Construction in Progress)
- Non-capitalized Personal Property (Equipment & Supplies)
- Capitalized Personal Property (Capital Outlay)

Real property represents real estate owned by the college, including buildings and fixtures thereon, and is controlled through real estate deeds and similar legal documents. Non-capitalized personal property represents movable items costing more than \$1,000 but less than \$5,000. These items are not formally capitalized and depreciated on the general ledger but are tracked for physical inventory purposes. Capitalized personal property represents any movable personal property (furniture, machinery, fixtures, equipment, supplies and similar items) costing \$5,000 or more with an expected useful life of 1 year or more. These items are formally capitalized on the college's general ledger and depreciated over their useful life. Depreciation is computed on the straight-line basis over the following estimated useful lives:

- Buildings - 40 years
- Other Structures and Improvements - 10 years
- Furniture, Machinery, and Equipment:
 - Furniture - 7 years
 - Vehicles, Office Machines, and Educational Equipment - 5 years
 - Computer Equipment - 3 years

During budget development, each budget administrator has the option of moving funds within their current budget to a capital budget account. For fiscal year 2017 the budget for capital expenditures within the operating budget is \$414,935 or less than 1% of the total budget. During the year however, funds can be moved to a capital budget account should the need to purchase such items arise.

The college charges a technology fee of \$4.07 per credit hour which is used in part to offset the cost technology replacement and upgrades. These expenditures occur within the Plant Fund. A portion of unused funds rollover to the following year for future technological expenditures.

On April 23, 2015 FSW broke ground on a new 3,300 seat facility named the Suncoast Credit Union Arena. Funding for the arena is being provided by private donations, capital improvement fees, locally derived funds and reserves. The building is expected to be open in time for the first FSW basketball game occurring late 2016. The budget for 2017 includes \$287,000 for expenses related to the operation of the arena such as utilities and custodial services.





Capital Assets

In addition, on June 20, 2016 the College broke ground on Hendry/Glades Regional Education Center Hall, a new 7,000 square feet academic building for this center.



FSW Construction Projects

	Suncoast Credit Union Arena	Classroom Building - Hendry Glades
<i>Fiscal Year 2016</i>		
<i>Construction Budget</i>		
Personnel	19,500	-
Permits/Testing	79,403	-
Architecture/Engineering	839,800	-
Construction Costs	9,605,724	-
Site Mitigation/Signage	-	-
Contingency	-	-
Technology & FFE	3,261	-
Total Construction Budget	10,547,688	-
<i>Operating Budget</i>		
Contract Services	-	-
Utilities	-	-
Total Operating Budget	-	-
<i>Fiscal Year 2017</i>		
<i>Construction Budget</i>		
Personnel	-	-
Permits/Testing	61,753	20,325
Architecture/Engineering	167,358	99,675
Construction Costs	14,870,295	925,000
Site Mitigation/Signage	-	-
Contingency	29,230	-
Technology & FFE	760,118	55,000
Total Construction Budget	15,888,754	1,100,000
<i>Operating Budget</i>		
Contract Services	149,000	-
Utilities	138,000	-
Total Operating Budget	287,000	-



Budget Development and Adoption

Budget Activities	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
President and Board of Trustees								
Discussion of Strategic Directions								
Presidential Review								
BOT Review & Approval								
President's Cabinet								
Review of Department Budget's								
Offsite Retreat to Discuss Budget Strategies								
Recommendation of Budget Adjustments								
Office of Financial Services								
Preparation of Base Budgets								
Consolidation of New Budget Requests								
Staffing Plan Review								
Preparation of Final Consolidated Budget								
College Budget Administrators								
Strategic Plans Submitted								
New Budget Requests Submitted								
Base Budgets Allocated								



Basis of Budgeting

The budget and operating plans of Florida SouthWestern State College are prepared in accordance with Florida Statute and Administrative Code, specifically Rule 6A-14.0716 which states, in part:

Each fiscal year, each community college shall prepare a budget in such form as prescribed by the State Board of Education for the Current Unrestricted Fund. Two copies of the budget approved by the board of trustees shall be submitted to the Chancellor, as designee of the Commissioner of Education, by June 30 or on a later date established by the Chancellor. The original or facsimile signature of the president on both copies shall certify board approval.

(1) The Chancellor, as designee of the Commissioner of Education, shall approve the operating budget for each community college after an examination for completeness, correctness, conformity with law and rule, State Board of Education guidelines and preparation according to accepted accounting standards. Anticipated budgeted revenues shall be reasonable and transfers from general current funds shall not handicap current operations. A contingency reserve is authorized in the general current fund.....

(4) Each fiscal year, as a part of the official budget, each community college board of trustees shall adopt a capital outlay budget for the capital outlay needs of the college for the entire fiscal year. This budget shall designate the proposed capital outlay expenditures by project for the year from all fund sources. Separate project accounts shall be kept in the Unexpended Plant Fund for all capital outlay projects.

Florida SouthWestern State College uses the economic resources measurement focus and the accrual basis of accounting to prepare the annual financial statements and uses the same method of accounting to prepare the budget and operating plans. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Revenues, expenses, gains, losses, assets, and liabilities resulting from non exchange activities are generally recognized when all applicable eligibility requirements, including time requirements, are met.

The College's component units, the Florida SouthWestern State College Foundation and the Florida SouthWestern State College Financing Corporation, use the economic resources measurement focus and accrual basis of accounting whereby revenues are recognized when earned and expenses are recognized when incurred, and follow GASB standards of accounting and financial reporting. The Foundation, although legally separate from the College, is financially accountable to the College and is included within the College's reporting entity as a discretely presented component unit. The Financing Corporation, due to their substantial economic relationship with the College is also included in the College's financial statement as a blended component unit.



Budget Development and Adoption

The budget development process for Florida SouthWestern State College is outlined below. In addition to providing a financial plan for the upcoming fiscal years revenue and expenses, FSW's budget document outlines new programs or initiatives and how they impact the strategic plan of the College. This process is in accordance with Florida Statute 1011.30.

I. Preparation of Initial Revenue and Expense Budgets

Initial revenue and expense projections are completed by the Office of Financial Services. Individual budget administrators allocate their expense budgets to the account code level.

II. New Budget Requests Identified

Budget administrators may complete requests for current budget adjustments including mandatory increases or new budget funding. These requests include operating budget increases, new positions or current position reclassifications.

III. Review by Presidents Executive Staff

The President's Executive staff reviews new budget requests and discusses any internal or external factors that may have an impact on the upcoming budget. Strategies to reduce current budget in order to include new budget requests associated with the Strategic Plan are discussed.

IV. Preparation of Proposed Budget

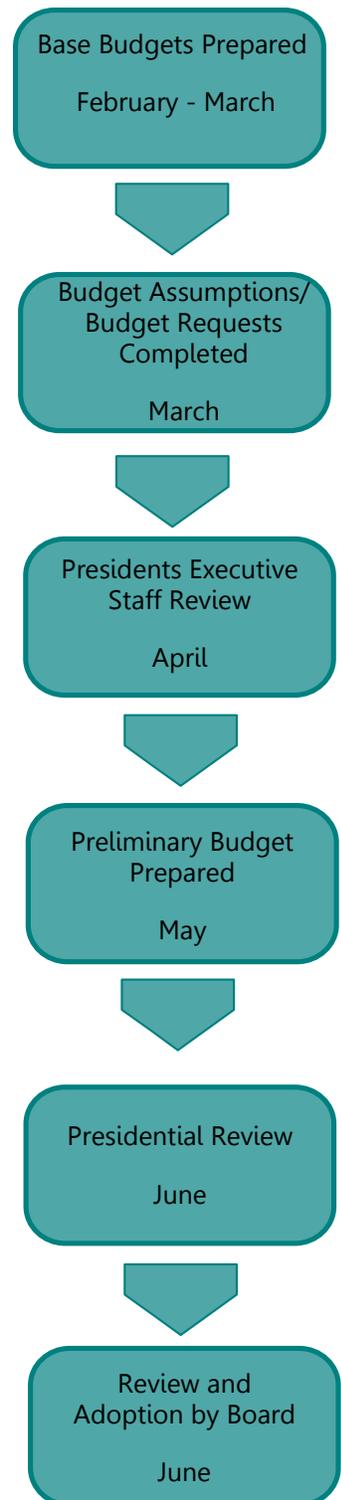
The Office of Financial Services prepares a draft budget which encompasses all approved requests and any budget adjustments brought forth by the President's Executive Staff.

V. Presidential Review

The Vice President of Administrative Services reviews the budget with the President. All budget assumptions are verified and minor adjustments, if any, are made.

VI. Review of Final Budget with Board of Trustees

A budget workshop is held with the Board of Trustees to review each fund's budget, assumptions made, and any internal/external factors influencing the budget process. Adoption of the budget is done at the June board meeting.





Budget Amendments

Budget amendments can occur throughout the year for a variety of reasons. Typically there are two types of budget transfers; (1) Inter-Department Transfers which occur within the same fund between organizational units and (2) Intra-Department Transfers which occur within the same organizational unit but between different program codes or account codes.

Transfers within funds can be completed by the individual budget administrator provided the transfer is within the budget administrators department(s) and does not involve salary categories. If the transfer does involve either of these circumstances the budget administrator must contact the Office of Financial Services to prepare and process the transfer.

Transfers between funds must adhere to the following:

1. Fund 1 Operating Fund -
 - a) Transfers from fund balance: Require approval of the President or designee and are approved by the Board of Trustees quarterly.
 - b) Transfers to Other Funds: Require approval of the President or designee and are approved by the Board of Trustees quarterly
2. Fund 3 Auxiliary Fund –
 - a) Transfers from fund balance: Require approval of the President or designee and are approved by the Board of Trustees quarterly.
 - b) Transfers to Other Funds: Require approval of the President or designee and are approved by the Board of Trustees quarterly
3. Fund 7 – Unexpended Plant Funds. Transfers out of Fund 7 are not allowed except as permitted by State Board Rule 6A-14.0715
4. Fund 8 - Debt Service Funds. Transfers to other funds are not permitted.
5. Restricted Funds (i.e. Funds 2,4,5,6,9). These funds are by definition restricted to a particular use and may not be transferred to another fund or otherwise expended unless it is to meet the terms of the restricted use.

Each quarter, budget amendments for the Operating Fund are brought forth to the Board of Trustees as a consent agenda item. The amendments are reviewed in detail with the Business Affairs & Facilities committee, and then recommended for approval by a member of the committee.



Effectiveness Plans

Each of Florida SouthWestern State College's administrative units and academic programs identify operational outcomes and student learning outcomes that align with the institution's mission and strategic directions for the continuous improvement cycle. Units follow the appropriate calendar (fiscal year or the academic year) and develop an effectiveness plan at the start of the year. At the end of the year, units report their results and use the results to plan for the following year. The continuous improvement cycle is designed to ensure units use data to plan and make informed decisions.

The effectiveness reports for each unit contain the following information:

1. Unit or program mission
2. Operational outcomes (administrative units)
3. Student learning outcomes and operational outcomes (academic programs)
4. Assessment method(s) (minimum of 1 for each outcome)
5. Plan for sharing the results
6. Description of the way last year's results were used to develop the current plan
7. Results for each assessment method
8. Use of results

Each unit has a person who was identified by the respective Vice President to serve as the unit leader. The unit leader is instructed to ensure the unit develops outcomes using the SMART (Drucker, 1954) criteria:

- Specific
- Measurable
- Aggressive yet attainable
- Realistic
- Time-bound

Our institution uses Compliance Assist to house our effectiveness plans and reports. All unit effectiveness plans and reports are entered into Compliance Assist by the unit leader or designee as part of the continuous improvement cycle. This annual continuous improvement process is a collaborative effort by which units and academic programs work together to identify goals, which include operational outcomes and student learning outcomes (academic programs), assessment method(s), analysis of results, and use the results for improvement and decision making.

At the end of the year, unit leaders enter results and share the results with all relevant stakeholders. At a minimum, the stakeholders include all staff and faculty of the unit. After the results are shared and constituents are able to process the results, unit leaders facilitate the use of the results to make improvements for the following year. This continuous improvement cycle provides the ability for all stakeholders to be involved in the planning and improvement process.

The Office of Effectiveness is responsible for collecting the annual effectiveness plans and reports from each of the administrative units and academic programs. The Office of Effectiveness staff members regularly meet with the administrative and academic leaders and faculty members to ensure that all of the elements are included in the plans and reports, and to provide any professional development or clarification needed or requested by the units.

Additionally, the Office of Effectiveness reviews all effectiveness plans and reports. By reviewing each of these reports, the Office of Effectiveness:

- Ensures the use of assessment data, evidence in making program changes, and modifications for improvement is included;
- Has an additional opportunity to seek clarification of the reports and plans; and,
- Has the opportunity to generate a summary report by administrative unit, educational program, and year that clearly indicates that all units have complied with the effectiveness reporting expectations and have included use of data, evidence by each unit for making changes, and modifications for improvement.



Strategic Plans

MISSION

The mission of Florida SouthWestern State College is to inspire learning; prepare a diverse population for creative and responsible participation in a global society; and serve as a leader for intellectual, economic, and cultural awareness in the community.

VISION

Florida SouthWestern State College will be the catalyst for creating an innovative education system which provides accessible educational pathways that prepare students to be enlightened and productive citizens.

VALUES

We value student success, integrity, intellectual inquiry, and academic rigor.

SPECIFIC STRATEGIC DIRECTIONS

Within a continuous improvement model, striving for efficiency and effectiveness, Florida SouthWestern State College has committed to:

Enhancing the College Experience

- Focus recruiting, admissions, and retention efforts
- Create a robust residential life experience on Lee Campus to support our residence hall
- Explore the potential return of athletics as a component of student life/residential life
- Increase scholarly activity vis-à-vis the creation of a sponsored programs office
- Expand International Education
- Provide efficient processes that enhance or improve student, faculty and staff overall experience with the college
- Explore new workforce-related certificate and degree offerings including additional \$10,000 degree options

Increasing Community Connections

- Fund new initiatives that hold promise for FSW
- Emphasize the Arts as a community resource
- Refocus the direction for the FSW Foundation and enhancing its role in the college
- Increase service area coverage through regional vice presidents for economic and community development
- Assess and respond to regional workforce needs

Each direction was fully discussed at a retreat conducted in April which included the Presidents Executive staff. Guidelines were developed and action plans assigned to appropriate college personnel. For fiscal year 2017 current budget has been reallocated to support the initiatives.



2015 – 2016 Selected Strategic Directions Accomplishment Highlights

1. Focus recruiting, admission, and retention efforts

A. Monitor admissions to determine trends, yield rates, etc. to better predict enrollment projections.

First-Time Degree Seeking Freshman Enrollment	Fall 2013	Fall 2014	Fall 2015 (Fall 15 – Fall 14)	Proposed 3 Year Goals		
				Fall 2015 (Proposed Fall 15- Fall 15)	Fall 2016	Fall 2017
Fall Total First-Time Degree Seeking Freshman Enrollment	2,957	2,993	2,979 ($\Delta = -14$ or -4.7%)	3,078 ($\Delta = -99$ or -3.22%)	3,109	3,140
Fall First-Time Degree Seeking Freshman Enrollment for High Performing Students	Data Not Available	1,143	1,292 ($\Delta = 149$ or 13.03%)	1,177 ($\Delta = 115$ or 9.77%)	1,212	1,249
Fall First-Time Degree Seeking Freshman Enrollment for Florida Residents Outside of FSW's 5-county Service Area	172	202	193 ($\Delta = -9$ or -4.45%)	217 ($\Delta = -24$ or -11.06%)	228	239
Fall First-Time Degree Seeking Freshman Enrollment for Targeted Out-of-State Students	23	37	61 ($\Delta = 24$ or 64.9%)	46 ($\Delta = 15$ or 32.61%)	51	56

- The overall Fall 2015 total first-time degree seeking freshman enrollment stayed the same with less than a one percent difference (-.47).
- High performing students who were first-time degree seeking freshman increased by 149 (13.03%) from Fall 2014, the previous year.
- Enrollment for targeted out-of-state students increased by 24 (64.9%) from Fall 2014.



2015 – 2016 Selected Strategic Directions Accomplishment Highlights

B. Look at recruitment efforts for all schools and campuses, considering if campuses need “focus” or “targeted” programs that enhance interest.

First-Time Degree Seeking Freshman Enrollment		Fall 2013	Fall 2014	Fall 2015 (Fall 15 – Fall 14)	Proposed 3-Year Goals		
					Fall 2015 (Proposed Fall 15- Fall 15)	Fall 2016	Fall 2017
Fall Enrollment by campus	Charlotte	305	246	247 ($\Delta = 1$ or .41%)	246 ($\Delta = 1$ or .41%)	248	251
	Collier	615	642	663 ($\Delta = 21$ or 3.27%)	662 ($\Delta = 1$ or .15%)	669	675
	Lee	1,794	1,901	1790 ($\Delta = -111$ or -5.84%)	1951 ($\Delta = -161$ or -8.25%)	1,971	1,990
	HG	144	90	128 ($\Delta = 38$ or 42.22%)	90 ($\Delta = 38$ or 42.22%)	91	92
	Online	99	114	151 ($\Delta = 37$ or 32.46%)	129 ($\Delta = 22$ or 17.05%)	130	132

- Enrollment by campus stay relatively the same for Charlotte Campus with an increase of 1.
- Lee campus had a decrease of 111 (5.84%).
- Hendry-Glades Center had an increase of 38 (42.22%).
- Online had an increase of 37 (32.46%).



2015 – 2016 Selected Strategic Directions Accomplishment Highlights

C. Create a plan to increase retention and graduation rates.

Fall-to-Fall Retention Associate Degree Seeking Students	2013	2014	2015	Proposed 3-Year Goals		
				2015	2016	2017
All enrolled associate degree seeking students (excludes dual enrollment)	62.4%	60.1%	61.0%	61.0%	61.5%	62.0%
First-time associate degree seeking freshmen	56.3%	56.2%	60.0%	58.0%	60.0%	60.0%
First-time full-time associate degree seeking freshmen	60.9%	60.5%	65.4%	62.0%	63.0%	64.0%
First-time full-time associate degree seeking freshmen prior year high school graduates	62.6%	63.1%	68.5%	65.0%	65.5%	66.0%

*Note: 2013 = Fall 12-Fall 13, 2014 = Fall 13-Fall 14, 2015 = Fall 14-Fall 15

- Fall-to-Fall retention for associate degree seeking students stayed relatively the same with an increase of 1.
- First-time associate degree seeking students increased from 2015-2014
 - First-time associate degree seeking freshman increased 3.8%
 - First-time full-time associate degree seeking freshmen increased 4.9%
 - First-time full-time associate degree seeking freshmen prior year high school graduates increased 5.4%

Fall-to-Fall Baccalaureate Degree Seeking Students	2013	2014	2015	Proposed 3-Year Goals		
				2015	2016	2017
All enrolled baccalaureate degree seeking students	78.9%	81.4%	83.0%	83.0%	84.0%	85.0%

- Fall-to-fall degree seeking for all baccalaureate degree seeking students increased 1.6% from 2015-2014.



2015 – 2016 Selected Strategic Directions Accomplishment Highlights

Conversion of Dual Enrollment Students to Regular Degree Seeking Students	Spring 2013	Spring 2014	Spring 2015	Proposed 3-Year Goals		
				Spring 2015	Spring 2016	Spring 2017
Dual enrollment <i>spring</i> high school graduates	19.1%	19.4%	22.7%	20.0%	21.0%	22.0%

- Conversion of dual enrollment students to regular degree seeking students for spring high school graduates increased 3.3% from 2013-2014.

Degrees and Certificates Conferred	AY 2012-13	AY 2013-14	AY 2014-15 (AY 14/15 – AY 13/14)	Proposed 3-Year Goals		
				AY 2014-15 (Proposed AY 14/15 – AY 14/15)	AY 2015-16	AY 2016-17
Certificates	256	251	251 (no change)	240 ($\Delta = 11$ or 4.58%)	254	256
Associate Degrees	2,377	2,308	1942 ($\Delta = -366$ or -15.86%)	2354 ($\Delta = -412$ or -17.50%)	2,378	2,401
Baccalaureate Degrees	356	332	341 ($\Delta = 9$ or 2.71%)	342 ($\Delta = -1$ or -.29%)	349	356

- Baccalaureate degrees conferred from 2013-2014 to 2014-2015 increased 2.71%
- Associate degrees conferred from 2013-2014 to 2014-2015 decreased 15.86%
- No change occurred in certificates conferred from 2013-2014 to 2014-2015.



2015 – 2016 Selected Strategic Directions Accomplishment Highlights

3-Year Graduation Rates Associate Degree Seeking Students by Cohort	Fall 2010	Fall 2011	Fall 2012	Fall 2013 Goal
First-time fulltime freshmen associate degree seeking 3 year graduation rate	23.1%	23.7%	25%	25.0%

Degrees conferred per 100 FTE	AY 2012- 13	AY 2013- 14	AY 2014-15 (AY 14/15 – AY 13/14)	Proposed 3-Year Goals		
				AY 2014-15 (Proposed AY 14/15 – AY 14/15)	AY 2015-16	AY 2016- 17
Associate Degrees per 100 FTE	24.5	24.4	21.3 ($\Delta = -3.1$ or -12.70%)	25.0 ($\Delta = -3.7$ or -14.80%)	24.0	26.0
Baccalaureate Degrees per 100 FTE	47.4	44.3	44.7 ($\Delta = .4$ or .90%)	50.0 ($\Delta = -5.3$ or -10.60%)	48.0	52.0

- Baccalaureate degrees conferred per 100 FTE for baccalaureate degrees from 2013-2014 to 2014-2015 stayed the same with less than a 1% increase
- Associate degrees conferred per 100 FTE for baccalaureate degrees from 2013-2014 to 2014-2015 decreased 12.7%

- A budget of \$486,585 has been approved for Fiscal Year 2017 to support the Student Affairs Retention initiative which consists of:
 - Elevate advising services to The Advising, Career and Transfer Center (A.C.T. Center) and move to caseload management model utilizing Ellucian’s Advise CRM.
 - Incorporate First Year Experience (FYE) Programming into the Office of Student Engagement formerly Office of Student Life and Orientation.
 - Take an active role in the Cornerstone class by having qualified Advisors teach the course and provide input to the course syllabus in order to align with our new advising process.

- A total of \$278,000 has been included in the Fiscal Year 2017 budget to support a personnel reorganization in Financial Aid which will strengthen student retention by addressing the following:
 - Extremely high staff turnover over recent years
 - Bottlenecks in the Director of Financial Aid’s office
 - Training and Compliance not well addressed
 - Staff wide range of responsibilities not proportional with salary grade
 - Minimal advancement opportunities within the office



2015 – 2016 Selected Strategic Directions Accomplishment Highlights

2. Create a robust residential life experience on Lee Campus to support our residence hall

A. Determine a desirable climate that, while budget conscious, makes living in the residence hall a destination for students on the Lee campus.

Term	Fall 2012	Fall 2013	Fall 2014	Fall 2015
Housing Occupancy Rate	74.9%	76.6%	100%	93.5%

- The Financing Corp. has established a budget of \$600,000 for the Construction of a Resort Style pool next to the Residence Hall.

3. Increase scholarly activity vis-à-vis the creation of a sponsored programs office

- Grant applications submitted from January 2015 to present: 10
- Grants awarded from January 2015 to present: 5
- New awards:

Principal Investigator	Funding Agency	Title	Award/Contract Amount
Jade Dellinger	Division of Cultural Affairs	RAUSCHENBERG & ALBERS: Box V. Square	\$25,000
Dr. Larry Miller	University of Kentucky	Center for Innovation in Education	\$10,000
Wendy Chase	Florida Humanities Council	2016 Education for a New Humanity	\$5,000
Dr. Larry Miller	University of Kentucky, Center for Innovation in Education (CIE)	Effects of Completion-Based Funding on School Policies, Administrator and Teacher Practices and Student Learning Outcomes	\$19,931
Thomas Rath	Bank of America	Promotion of Accelerated Workforce Degree Completion.	\$5,000



2015 – 2016 Selected Strategic Directions Accomplishment Highlights

4. Expand International Education

- The Office of International Education is now fully functioning and staffed.
- Dr. Bruno Baltodano had 7 students from his Honors Comparative Politics (CPO 2001) class travel to Nicaragua.
- Dr. Brad Holley traveled to Anney, France with 6 students from FRE 1120H: Honors Beginning French.
- Dr. Laura Weir traveled to Jordan and Bolivia for recruitment.

5. Fund new initiatives that hold promise for FSW

- SpyGlass Magazine debuted and has two issues.
- 11 mini-grants were awarded to individual faculty and faculty teams for research and creative endeavors.
- For 2015-2016, 66 students were paid the honors scholarship. A total of 44 honors course sections were offered (Summer 2015 – 2 sections; Fall 2015 – 18 sections; Spring 2016 – 24 sections).

- The Division of Academic Affairs has established a budget of \$80,000 to support Faculty Research.
- An additional \$60,580 has been received from Private Funds for Scholarships.

6. Emphasize the Arts as a community resource

Bob Rauschenberg Gallery Director Jade Dellinger was invited by the State Department on a Fulbright-Hays grant to travel to Venezuela this month.

- Presented five lectures on Bob Rauschenberg, the Gallery and FSW to college and high school age students at the binational centers including the Universidad Metropolitana.
- Met with various major museum directors for talks on bringing Venezuelan artist to the Rauschenberg Gallery at FSW in the future.



2015 – 2016 Selected Strategic Directions Accomplishment Highlights

\$5,000 grant from Florida Humanities Council for the project: 2016 Education for a New Humanity Colloquium. The theme was Evolution, Devolution and Revolution. The goal of the colloquium was to spark dialogue across disciplines about the key issues facing humankind in the 21st century.

- Jerry Casale, artist and founding member of the musical group, DEVO was the key note speaker leading into a DEVO exhibition.
- Panel discussion on the evolution of compassion, behavior, and mindfulness led by outside scholars Dr. Mike McCullough, who directs the Center for Evolution & Behavior at the University of Miami, and Dr. Amishi Jha, Dir. of Contemplative Neuroscience, Mindfulness Research and Practice Initiative at the University of Miami.

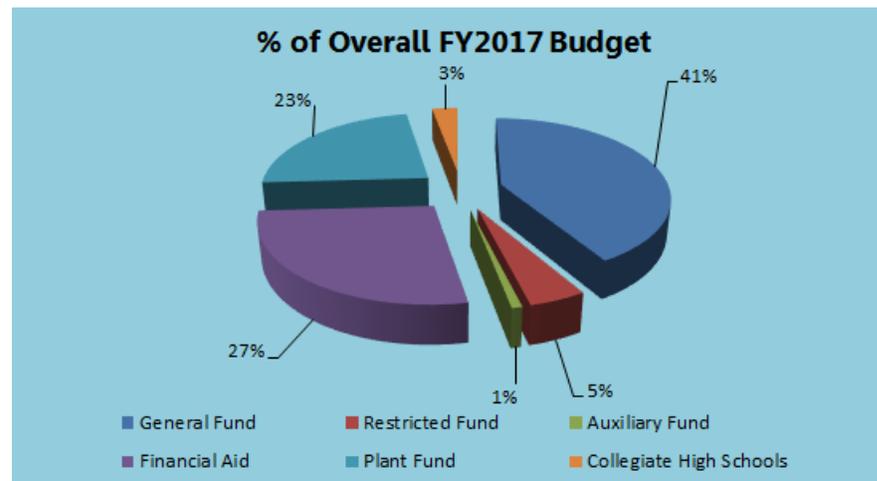
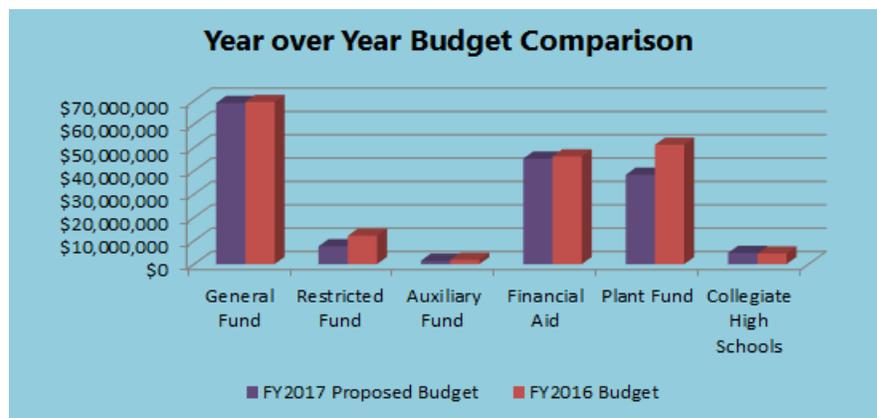


Consolidated Funds

Fund Type	FY2017 Budget	FY2016 Budget ¹	Change	% Change
General Fund	\$69,034,819	\$69,466,413	(\$431,594)	-0.62%
Restricted Fund	\$7,629,010	\$12,111,829	(\$4,482,819)	-37.01%
Auxiliary Fund	\$1,420,000	\$1,767,012	(\$347,012)	-19.64%
Financial Aid	\$45,165,484	\$46,124,281	(\$958,797)	-2.08%
Plant Fund ²	\$38,282,626	\$51,133,506	(\$12,850,880)	-25.13%
Subtotal	\$161,531,939	\$180,603,041	(\$19,071,102)	-10.56%
Collegiate High Schools	\$4,811,907	\$4,553,251	\$258,656	5.68%
Grand Total	\$166,343,846	\$185,156,292	(\$18,812,446)	-10.16%

¹General Fund budget as of April 30, 2016

²Includes prior year carryover funds





Consolidated Funds

SOURCES OF FUNDS	General Fund			Financial Aid		Unexpended		Collegiate High		Grand Total
	Fund	Restricted Fund	Auxiliary Fund	Fund	Fund	Plant Fund	Invested in Plant Fund	Schools	Schools	
Student Fees	33,105,518	2,265,774	-	1,193,000	-	4,247,659	-	40,811,951	-	40,811,951
Support from State Govt	31,636,465	2,180,747	-	1,347,675	-	1,543,865	-	36,708,752	4,591,907	41,300,659
Support from Fed. Govt.	100,000	1,881,301	-	40,620,119	-	-	-	42,601,420	80,000	42,681,420
Gifts, Contributions, Grants & Contracts	2,290,450	893,191	-	2,004,690	-	575,000	-	5,763,331	-	5,763,331
Sales & Services	572,938	-	1,420,000	-	-	-	-	1,992,938	140,000	2,132,938
Transfers (from other funds)	163,050	-	-	-	-	5,669,855	-	5,832,905	-	5,832,905
Other Sources	177,500	-	-	-	-	30,000	-	207,500	-	207,500
Board Designated Reserves	-	-	-	-	-	-	-	-	-	-
Fund Balance Transfers	988,898	407,997	-	-	-	26,216,247	-	27,613,142	-	27,613,142
TOTAL FUNDS AVAILABLE	69,034,819	7,629,010	1,420,000	45,165,484	-	38,282,626	-	161,531,939	4,811,907	166,343,846
USES OF FUNDS										
Staff Costs										
Executive & Mgt. Staff	5,286,670	268,857	132,190	-	-	-	-	5,687,717	-	5,687,717
Instructional Staff	15,996,126	101,030	-	-	-	-	-	16,097,156	1,185,918	17,283,074
Other Professional Staff	9,484,440	1,454,221	140,977	-	-	-	-	11,079,638	496,230	11,575,868
Tech., Clerical & Trade Staff	4,722,334	285,039	-	-	-	-	-	5,007,373	-	5,007,373
Instructional & Other Temp. Professionals	6,080,117	101,510	-	-	-	-	-	6,181,627	-	6,181,627
Student Employment	416,764	442,592	-	-	-	-	-	859,356	-	859,356
Benefits	11,010,914	717,072	87,284	-	-	-	-	11,815,270	560,213	12,375,483
Total Staff Costs	52,997,365	3,370,321	360,451	-	-	-	-	56,728,137	2,242,361	58,970,498
Current Expenses										
Travel	732,923	159,371	16,000	-	-	-	-	908,294	349,040	1,257,334
Operating Expenses*	4,968,217	928,033	237,080	45,165,484	-	4,545,343	-	55,844,157	763,560	56,607,717
Rental - Facilities & Equipment	399,837	123,500	20,768	-	-	-	-	544,105	255,800	799,905
Insurance	800,283	-	-	-	-	-	-	800,283	6,352	806,635
Utilities	2,196,575	-	15,000	-	-	-	-	2,211,575	73,763	2,285,338
Contract Services	6,203,697	2,498,247	347,000	-	-	-	-	9,048,944	722,222	9,771,166
Transfers (to other funds)	-	-	303,050	-	-	5,669,855	-	5,972,905	233,381	6,206,286
Other Expenses	20,987	-	-	-	-	1,374,928	-	1,395,915	14,000	1,409,915
Reserves	-	-	95,651	-	-	-	-	95,651	-	95,651
Budget Contingency	300,000	251,138	-	-	-	300,000	-	851,138	15,000	866,138
Bond Payments	-	-	-	-	-	1,374,928	-	1,374,928	-	1,374,928
Total Current Expenses	15,622,519	3,960,289	1,034,549	45,165,484	11,890,126	11,890,126	-	79,047,895	2,433,118	80,106,085
Capital Expenditures										
Capital Expenditures	414,935	298,400	25,000	-	-	19,600,834	-	20,339,169	136,428	20,475,597
Total Capital Expenditures	414,935	298,400	25,000	-	-	19,600,834	-	20,339,169	136,428	20,475,597
TOTAL EXPENDITURES & TRANSFERS	69,034,819	7,629,010	1,420,000	45,165,484	1,374,928	31,490,960	-	156,115,201	4,811,907	159,552,180
Change in Fund Balance	-	-	-	-	(1,374,928)	6,791,666	-	5,416,739	-	6,791,666

*This line consists of disbursements for Financial Aid Fund and Renovation/Repairs/Maintenance for Unexpended Plant Fund



Significant Items Affecting 2017 Operating Budget

In order to begin the budget development process, a number of budget assumptions and estimates must be made. As the process continues these assumptions are further refined. The budget therefore goes through many iterations before a final document is prepared and brought forth to the Board of Trustees. The following are the major assumptions and estimates used to prepare the Fiscal Year 2017 budget:

Revenue:

- No changes to tuition or associated fees
- Enrollment remains constant
- Base state funding increased by \$263,805
- All other fees are calculated using actual amounts from Fall 2015 and Spring 2016

Expenses:

- An additional \$764,585 for new initiatives
- An additional \$482k for contractual or fixed expenses with expected price increases
- Personnel salaries include a 1% recurring salary increase and a 1% non-recurring increase
- A \$287K operational budget for the Arena

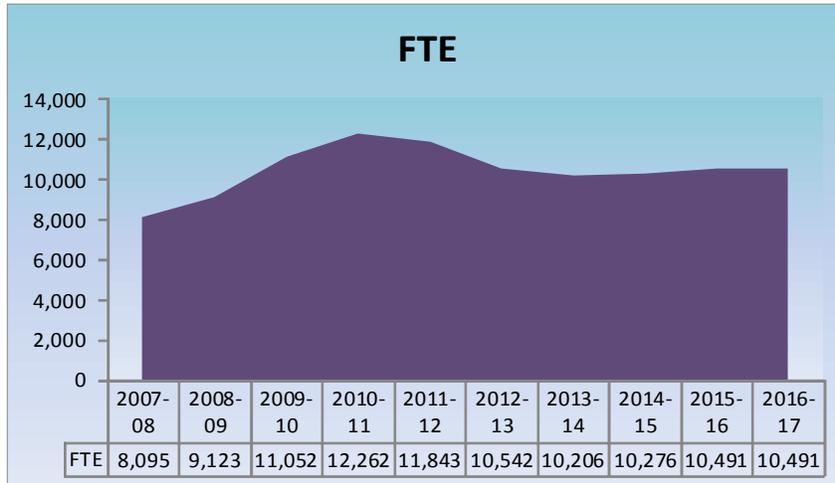


Significant Items Affecting 2017 Operating Budget

Revenues

Tuition and Fees -

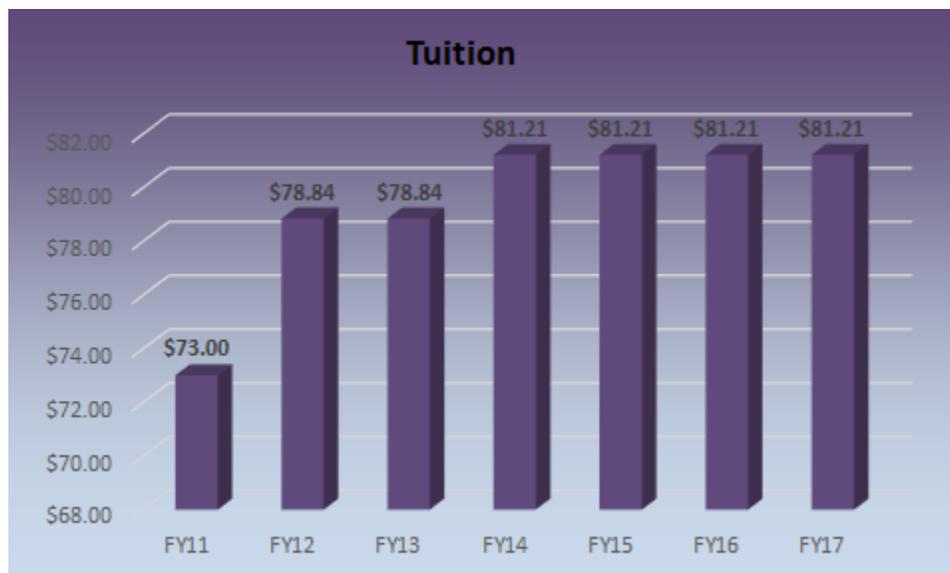
Tuition and fee revenue is calculated using three factors: (1) Current year actual amounts for Fall and Spring, projected amounts for Summer, (2) projected tuition rate increases (if any), (3) projected enrollment increases/decreases (if any). For fiscal year 2017 total student fee revenue projected for the operating fund (Fund 1) is \$33,105,518. Tuition makes up 86% while other fees make up the remaining 14%. This figure is based on a flat enrollment projection for Fiscal Year 2017. In FY07 enrollment began an upward climb hitting an all time in FY11 of 12,262 FTE. Enrollment began to decline in FY12 with the current FY16 FTE projected to be 10,491



The College continually monitors enrollment and adjusts the budget as needed to offset any downfalls in revenue. Any budget amendments are approved by the Board of Trustees quarterly.

The college is committed to providing quality education at affordable prices. For the fourth year in a row the College has elected to not increase tuition. Course fees, defined as any and all variable costs associated with the conveyance of instruction that exceed the direct cost of the instructors salary and benefits, have also been analyzed by department heads and school Dean's. They are reviewed on a biennial schedule and adjustments have

been made, both increasing and decreasing the fee. Course fee costs include, consumable goods and services, cost of equipment, software, licenses, maintenance and associated supports costs, and the cost of additional instructional support. The School's of Health Professions, Business & Technology, and Education performed their course review for Fiscal Year 2017.





Significant Items Affecting 2017 Operating Budget

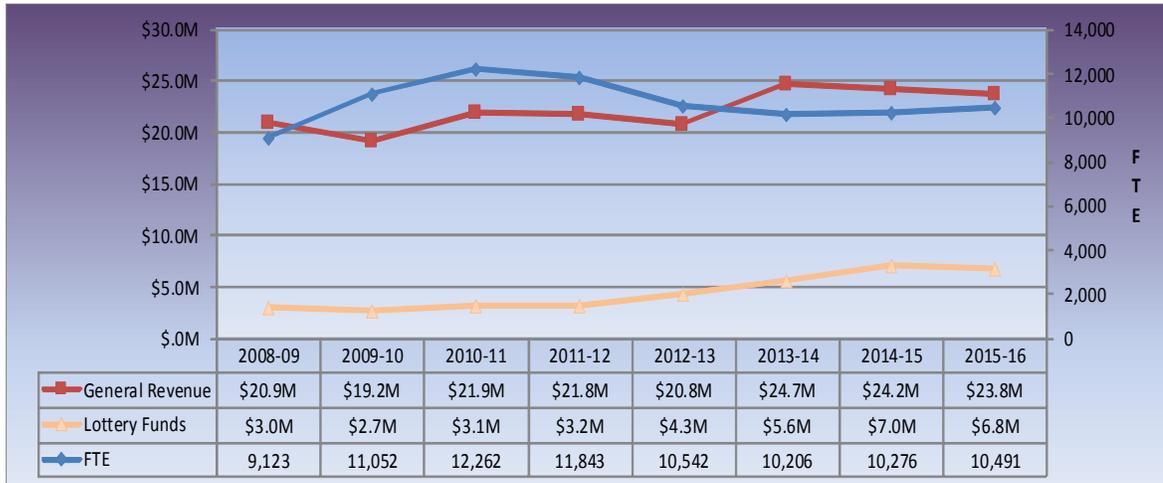
Revenues

State Funding -

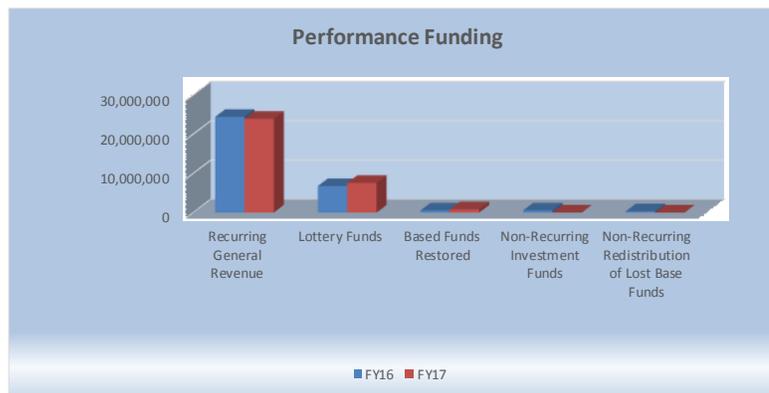
Funding comes from the State of Florida by way of the General Appropriations Act. Funds are designated as General Revenue (all moneys received by the state from every sources, except moneys deposited into trust funds and the Budget Stabilization Fund) or Lottery (a percentage of the gross revenue from the sale of online and instant lottery tickets). Beginning in FY16 a portion of State Funding was allocated to Performance Base Funding. The funding was derived from a reallocation of current state (base) funds and additional state funds (investment).

Over the last several years FSW has been funded at an amount less than the state average. The total amount of funding received by FSW from state appropriations for FY17 is projected to be \$31,426,464 (not including Performance Based Industry Certifications and indirect cost from State Grants) which represents 45.5% of the total operating budget. Performance funding decreased by \$626,656 or 2% due to being ranked in the bronze category of the performance funding model for FY17 as opposed to the gold category in FY16.

Additionally, a larger portion of state appropriations comes from lottery funds. Unfortunately, these funds typically are received later in the year, which must be carefully monitored to ensure appropriate cash flow issues. The College does not have any concerns regarding cash flow and fully expects to meet all of its obligations.



	Program Fund Appropriations			Performance Funding				Total Performance Funding
	Recurring General Revenue	Lottery Funds	Total Appropriation	Base Funds Removed for Performance Funding	Based Funds Restored	Non-Recurring Investment Funds	Non-Recurring Redistribution of Lost Base Funds	
FY16	24,396,667	6,765,992	31,162,659	(553,749)	553,749	553,749	328,772	1,436,270
FY17	23,880,737	7,545,727	31,426,464	(809,614)	809,614	0	0	809,614





Significant Items Affecting 2017 Operating Budget

Expenses

Salaries and Benefits -

Salaries and benefits make up approximately 87% of the operating budget for FY17 and represent a 2.5% increase over the current budget for FY16. Below is a summary of the number of staff for the last 3 years as reported on the Integrated Post Secondary Education Data System (IPEDS) Report. The "Instructional Staff" category decreased over the prior year as a result of a decrease in part-time instructors. There is a significant decrease in the "Office Administrative Support Occupations part-time" category due to a recent change in our occupational activity codes for student assistants; moving from this part time category to the student assistant category which is not part of this report. The total number of employees slightly decreased over Fall 2014. The reduction in part-time instructors was due to the filling of vacant full time faculty positions and a more efficient process of scheduling classes. Benefits for each employee are budgeted based on the current benefits elections plus any anticipated change in rates.

Number of Staff by employment status and occupational category

Occupational Category	Fall 2015			Fall 2014			Fall 2013		
	Full Time	Part Time	FTE Staff	Full Time	Part Time	FTE Staff	Full Time	Part Time	FTE Staff
Instructional Staff	176	418	315	172	450	322	170	507	339
Library and Student and Academic Affairs and Other Education Services Occupations	64	168	120	59	191	123	49	139	95
Management Occupations	45	0	45	45	0	45	41	0	41
Business and Financial Operations Occupations	52	2	53	47	1	47	42	1	42
Computer, Engineering, and Science Occupations	36	1	36	37	1	37	35	1	35
Community, Social Service, Legal Arts, Design, Entertainment, Sports and Media Occupations	33	15	38	37	1	37	34	2	35
Healthcare Practitioners and Technical Occupations	27	1	27	29	1	29	23	1	23
Service Occupations	31	7	33	29	7	31	27	7	29
Office Administrative Support Occupations	98	42	112	101	212	172	99	257	185
Natural resources, Construction, and Maintenance Occupations	5	0	5	4	0	4	6	0	6
Total Number of Staff	567	654	784	560	864	847	526	915	830

Benefit Rate Changes		
<i>Retirement</i>		
Class	FY16 Rate	FY17 Rate
Regular	\$7.37	\$7.52
Special Risk	\$19.82	\$22.57
Senior Management	\$21.14	\$21.77
<i>Health Insurance</i>		
Plan	FY16 Rate	FY17 Rate
HMO	\$586	\$586
PPO	\$606	\$606

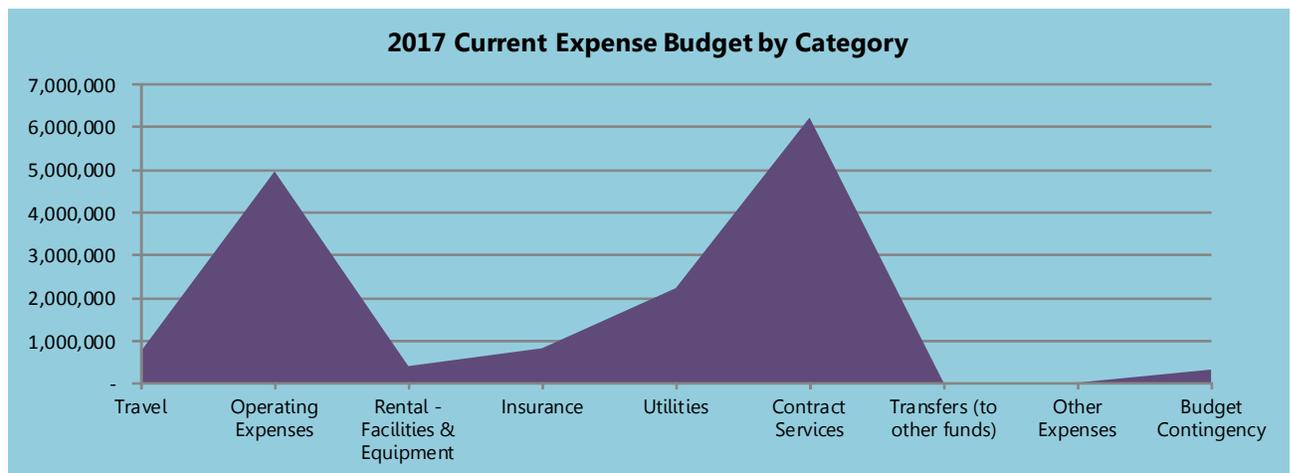


Significant Items Affecting 2017 Operating Budget

Expenses

Current Expenses

General current expenses make up 22% of the operating budget. Contractual services makes up the largest piece of the \$15M current expense budget as it is 41% of the total. Examples of contracted services are GCA Services Group, provider of janitorial services; Ellucian Company, provider of Banner software; and Dothan Security, Inc, provider of uniform security services. This is followed by general operating expenses and then utilities. A contingency budget of \$300,000 has also been included. If funds become available at the end of the 2017 fiscal year, a transfer of funds may be made for technology and/or furniture and equipment needs.





General Fund (Operating Budget)

Fund 1: General Fund

	2016-17 Proposed Budget	2015-16 Current Budget	2014-15 Actual Amounts	2013-14 Actual Amounts	2012-13 Actual Amounts
SOURCES OF FUNDS					
Student Fees	33,105,518	32,574,506	30,984,009	33,664,608	32,160,725
Support from State Govt.	31,636,465	32,045,180	31,518,948	30,395,119	25,149,897
Support from Fed. Govt.	100,000	135,000	155,552	116,772	124,549
Gifts, Contributions, Grants & Contracts	2,290,450	2,157,650	2,228,682	407,248	211,616
Sales & Services	572,938	408,744	586,341	571,709	409,526
Transfers (from other funds)	163,050	224,145	440,871	240,579	321,632
Other Sources	177,500	152,527	276,193	191,917	223,630
Fund Balance Transfers	988,898	1,768,661	-	-	-
TOTAL FUNDS AVAILABLE	69,034,819	69,466,413	66,190,596	65,587,952	58,601,575
USES OF FUNDS					
Staff Costs					
Executive & Mgt. Staff	5,286,670	5,317,259	4,998,053	4,839,583	4,217,223
Instructional Staff	15,996,126	15,586,487	15,572,065	15,041,410	14,072,575
Other Professional Staff	9,484,440	8,284,501	7,808,638	6,969,338	6,249,912
Tech., Clerical & Trade Staff	4,722,334	4,731,128	4,589,101	4,558,966	4,487,664
Instructional & Other Temp. Professionals	6,080,117	6,126,785	6,358,977	6,695,719	6,918,369
Student Employment	416,764	442,397	480,996	365,746	381,634
Benefits	11,010,914	11,115,340	8,982,142	9,456,296	8,122,891
Total Staff Costs	52,997,365	51,603,897	48,789,972	47,927,058	44,450,268
Current Expenses					
Travel	732,923	927,956	631,509	595,966	486,005
Operating Expenses	4,968,217	5,886,342	5,576,125	4,179,137	4,316,766
Rental - Facilities & Equipment	399,837	236,465	142,671	233,384	328,468
Insurance	800,283	812,690	796,425	790,817	801,703
Utilities	2,196,575	1,934,622	1,966,233	1,872,207	1,825,446
Contract Services	6,203,697	5,781,847	5,391,728	5,401,681	5,202,899
Transfers (to other funds)	-	6,250	1,440,638	5,100,000	1,065,390
Other Expenses	20,987	4,977	599,671	1,363,965	384,748
Reserves	-	1,336,270	-	-	-
Budget Contingency	300,000	425,254	-	-	-
Total Current Expenses	15,622,519	17,352,673	16,545,000	19,537,157	14,411,425
Capital Expenditures					
Capital Expenditures	414,935	509,843	665,016	622,325	792,396
Total Capital Expenditures	414,935	509,843	665,016	622,325	792,396
TOTAL EXPENDITURES & TRANSFERS	69,034,819	69,466,413	65,999,988	68,086,540	59,654,089
Change in Fund Balance	-	-	190,608	(2,498,588)	(1,052,514)

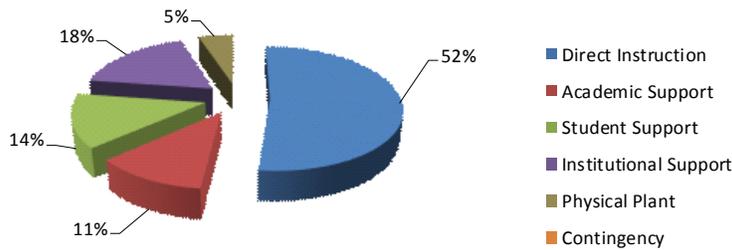


General Fund (Operating Budget)

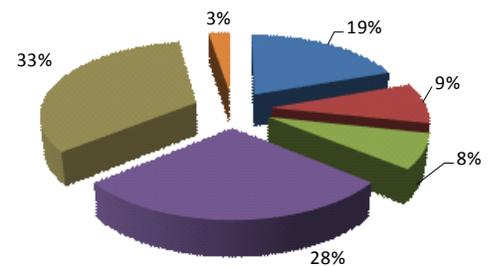
Fund 1: General Fund - Functional Distribution of Budgets

	Direct Instruction	Academic Support	Student Support	Institutional Support	Physical Plant	Contingency
Staff Costs						
Executive & Mgt. Staff	356,582	1,324,354	858,114	2,574,230	173,390	-
Instructional Staff	15,211,865	566,605	217,656	-	-	-
Other Professional Staff	345,899	1,846,002	3,038,865	3,770,496	483,178	-
Tech., Clerical & Trade Staff	207,351	831,193	1,524,532	795,775	1,363,483	-
Instructional & Other Temp. Professionals	5,977,602	37,000	46,358	19,157	-	-
Student Employment	416,764	-	-	-	-	-
Benefits	4,402,588	1,312,174	1,932,104	2,561,357	802,691	-
Total Staff Costs	26,918,651	5,917,328	7,617,629	9,721,015	2,822,742	-
Current Expenses						
Travel	132,216	282,655	163,009	152,034	3,009	-
Operating Expenses	2,356,486	486,836	179,435	1,116,260	829,200	-
Rental - Facilities & Equipment	121,113	22,792	76,654	127,749	51,529	-
Insurance	9,614	669	-	790,000	-	-
Utilities	7,792	3,600	-	-	2,185,183	-
Contract Services	445,671	561,084	958,852	1,839,609	2,398,481	-
Other Expenses	-	-	-	20,537	450	-
Budget Contingency	-	-	-	-	-	300,000
Total Current Expenses	3,072,892	1,357,636	1,377,950	4,046,189	5,467,852	300,000
Capital Expenditures						
Capital Expenditures	32,500	-	184,585	166,500	31,350	-
Total Capital Expenditures	32,500	-	184,585	166,500	31,350	-
TOTAL FUNCTIONAL BUDGET	30,024,043	7,274,964	9,180,164	13,933,704	8,321,944	300,000
% OF TOTAL	43.5%	10.5%	13.3%	20.2%	12.1%	0.4%

% of Total Salary Budget



% of Total Expense Budget

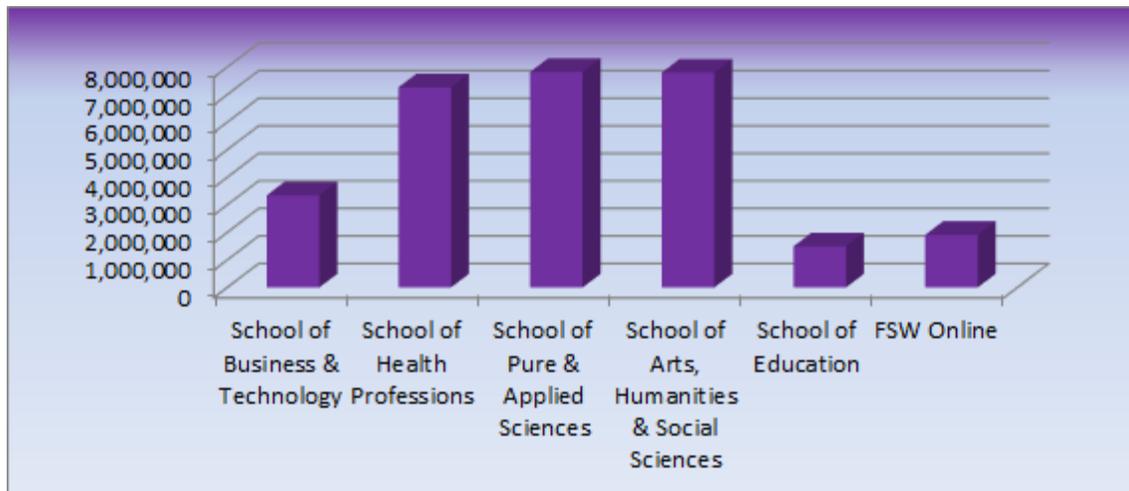




General Fund (Operating Budget)

Fund 1: General Fund - Individual School Budgets

	School of Business & Technology	School of Health Professions	School of Pure & Applied Sciences	School of Arts, Humanities & Social Sciences	School of Education	FSW Online
Staff Costs						
Executive & Mgt. Staff	318,793	322,577	112,211	114,468	180,999	-
Instructional Staff	1,286,863	3,637,547	4,851,597	4,037,954	484,036	-
Other Professional Staff	184,463	372,834	87,577	50,860	168,242	602,265
Tech., Clerical & Trade Staff	23,194	108,789	29,583	37,788	-	61,659
Instructional & Other Temp. Professionals	619,447	1,320,105	1,243,719	2,319,343	173,584	37,000
Student Employment	-	-	175,110	39,802	-	-
Benefits	469,932	1,278,887	1,356,510	1,175,022	223,022	200,243
Total Staff Costs	2,902,692	7,040,739	7,856,307	7,775,237	1,229,883	901,167
Current Expenses						
Travel	4,960	66,669	21,360	1,567	9,748	20,000
Operating Expenses	138,865	1,289,302	226,440	126,383	105,094	321,978
Rental - Facilities & Equipment	-	15,212	2,762	2,761	1,215	1,600
Insurance	-	8,739	-	-	875	-
Utilities	-	6,267	5,125	-	-	-
Contract Services	20,927	105,640	6,763	17,030	25,731	410,235
Total Current Expenses	164,752	1,491,829	262,450	147,741	142,663	753,813
Capital Expenditures						
Capital Expenditures	-	3,000	-	-	-	25,000
Total Capital Expenditures	-	3,000	-	-	-	25,000
TOTAL SCHOOL BUDGET	3,067,444	8,535,568	8,118,757	7,922,978	1,372,546	1,679,980
% OF TOTAL	10.0%	27.8%	26.4%	25.8%	4.5%	5.5%





General Fund (Operating Budget)

Estimated Beginning Fund Balance as of 7/1/2016	10,970,389	
Revenue (not including prior year carry forward)		68,045,921
Total Estimated Funds Available		79,016,310
Personnel Expenses	(52,997,365)	
Operating Expenses	(15,622,519)	
Capital Expenses	(414,935)	
Total Estimated Disbursements		(69,034,819)
Estimated Fund Balance as of 6/30/2017		9,981,491
Board Designated Reserves (Disaster Recovery/Continuity of Operations, Building Maintenance & Repair Reserves)	4,109,618	
Reserved for Other Required Purposes	1,360,000	
Total Estimated Unallocated Fund Balance as of 6/30/2017		4,511,873
Percent of Estimated Unallocated Fund Balance as of 6/30/2017 to estimated funds available		5.71%

***State Board Rule: Fund Balance Minimum 5.0%**



Current Restricted Fund

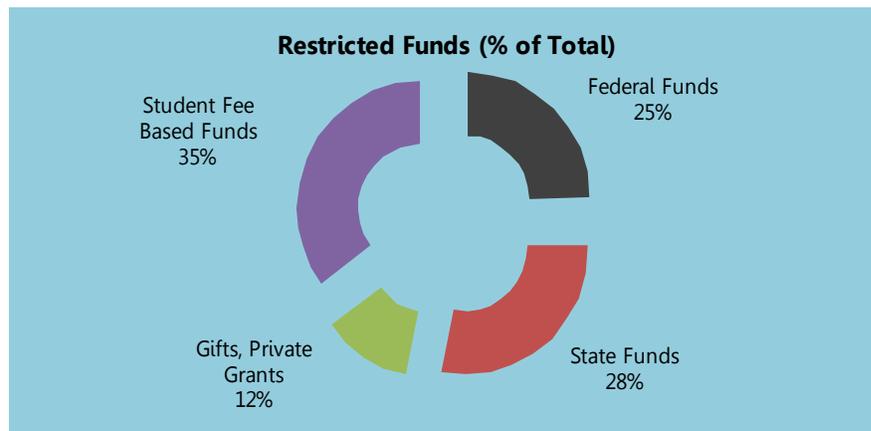
Fund 2: Restricted Fund

	2016-17 Proposed Budget	2015-16 Current Budget	2014-15 Actual Amounts	2013-14 Actual Amounts	2012-13 Actual Amounts
SOURCES OF FUNDS					
Student Fees	2,265,774	2,165,734	2,196,812	2,295,062	2,265,231
Support from State Government	2,180,747	4,726,068	1,443,482	64,760	171,745
Support from Federal Government	1,881,301	2,183,922	2,010,684	1,852,137	1,905,972
Gifts, Contributions, Grants & Contracts	893,191	881,384	1,017,992	610,347	1,290,864
Transfers (from other funds)	-	32,450	146,649	-	16,430
Other Sources	-	47,698	(57,156)	6,181	3,109
Fund Balance Transfers-Student Fees	407,997	2,074,573	-	-	-
TOTAL FUNDS AVAILABLE	7,629,010	12,111,829	6,758,463	4,828,487	5,653,351
USES OF FUNDS					
Staff Costs					
Executive & Mgt. Staff	268,857	198,383	180,577	89,333	155,304
Instructional Staff	101,030	79,724	30,000	146,781	329,354
Other Professional Staff	1,454,221	1,797,865	1,627,398	1,364,874	1,431,817
Tech., Clerical & Trade Staff	285,039	409,970	258,981	303,474	341,401
Instructional & Other Temp. Professionals	101,510	409,930	32,354	14,105	163,458
Student Employment	442,592	474,702	504,399	646,361	733,210
Benefits	717,072	944,699	632,924	651,732	659,108
Total Staff Costs	3,370,321	4,315,273	3,266,633	3,216,660	3,813,652
Current Expenses					
Travel	159,371	352,698	199,175	218,468	160,430
Operating Expenses	928,033	1,753,616	810,190	847,577	881,874
Rental - Facilities & Equipment	123,500	66,091	19,851	22,086	28,992
Insurance	-	28,027	560	675	394
Contract Services	2,498,247	4,963,061	1,791,271	253,324	420,812
Transfers (to other funds)	-	26,200	23,740	65,430	102,935
Other Expenses	-	-	-	-	-
Budget Contingency	251,138	103,289	-	-	-
Total Current Expenses	3,960,289	7,302,982	2,844,787	1,407,560	1,595,437
Capital Expenditures					
Capital Expenditures	298,400	493,574	462,304	350,358	312,682
Total Capital Expenditures	298,400	493,574	462,304	350,358	312,682
TOTAL EXPENDITURES & TRANSFERS	7,629,010	12,111,829	6,573,724	4,974,578	5,721,771
Change in Fund Balance	-	-	184,739	(146,091)	(68,420)



Current Restricted Fund

	Total Revenue	Personnel Expense	Operating Expense	Total Expense
Federal Grants				
Upward Bound	192,087	192,087	-	192,087
Carl D. Perkins Grant	195,643	195,643	-	195,643
TAACCCT - Xcel IT Program	1,165,622	486,904	678,718	1,165,622
College Work Study	327,948	327,948		327,948
Total Federal Funding	1,881,300	1,202,582	678,718	1,881,300
State Grants				
Quick Response Training: Altair	290,000	-	290,000	290,000
Quick Response Training: Chico's FAS Inc.	113,775	-	113,775	113,775
Quick Response Training: Hertz Corporation	449,400	-	449,400	449,400
Quick Response Training: Dreamware	420,000	-	420,000	420,000
Quick Response Training: First Family Insurance	370,000	-	370,000	370,000
Quick Response Training: Gartner	347,572	-	347,572	347,572
Quick Response Training: Paramount	190,000	-	190,000	190,000
Total State Funding	2,180,747	-	2,180,747	2,180,747
Gifts, Private Grants & Contracts				
Academic Improvement Trust Fund	238,400	38,600	199,800	238,400
FSW Foundation Staff	543,126	543,126	-	543,126
Gallery Endowment	111,665	111,665	-	111,665
Total Gifts, Private Grants & Contracts Funding	893,191	693,391	199,800	893,191
Fee Based				
Student Activity Fees	2,673,771	1,474,348	1,199,423	2,673,771
Total Fee Based Funding	2,673,771	1,474,348	1,199,423	2,673,771
Total Restricted Funds	7,629,009	3,370,321	4,258,688	7,629,009





AUXILIARY SERVICES

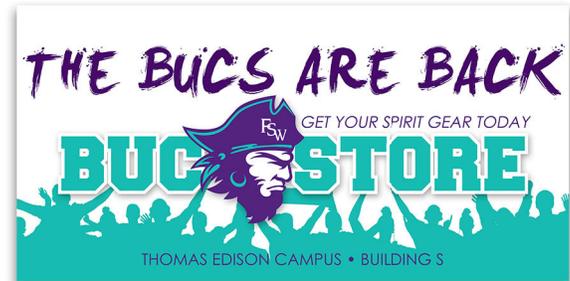
CONTRACTED SERVICES

Bookstore Operations

Follett Higher Education Group

FSW contracts with Follett Higher Education Group to operate of Bookstore Services.

- Course Materials, including textbook rental
- Full Service Website
- FSW Merchandise & Spirit Wear Sales
- Cap & Gown & Graduation Merchandise



CONTRACT TERM	FINANCIAL TERMS
July 1, 2015 – June 30, 2020	15% up to \$6.0M 16.0% \$6.0 to \$8.0M 17%.0% over \$8.0M Years 1 & 2: \$1M Minimum Guarantee Years 2-5: 95% of actual paid commission from the preceding year

Dining & Vending Services

Food Services, Inc.

- 5 Operations on 3 Campuses
- National Brand Presence (Dunkin Donuts, Subway, Pizza Hut)
- Locally owned business relationships (Lean Box, Origami Sushi)
- Wellness and Sustainability programs
- FSW Collegiate High School lunch programs (NSLP)
- Dining Plans
- Full Service Catering
- College-Wide Vending



CONTRACT TERM	FINANCIAL TERMS
May 6, 2010 – July 31, 2019	2% of all Net Sales, excluding the Collegiate HS Lunch Programs





Barbara B. Mann Performing Arts Hall *Professional Facilities Management, Inc.*

The College contracts with Professional Facilities Management, Inc. to operate one of the premier venues for entertainment in Southwest Florida. The hall provides a combination of one-night shows and an annual Broadway series including top touring shows.



CONTRACT TERM	FINANCIAL TERMS
July 1, 1996 – June 30, 2026	<ul style="list-style-type: none"> • \$160,000 Management Fee Paid by FSW • 40% net profit received • \$2.00 per ticket for capital improvement



Child Care Centers *Child Care of Southwest Florida, Inc.* *Greater Naples YMCA*

Both the Thomas Edison and Collier Campuses offer full-service childcare for Students, Faculty, Staff and the Community. Both centers serve over 100 children each.

The Greater Naples YMCA was recently selected through a competitive bid process to become the provider effective July 1, 2016.



CAMPUS	CONTRACT TERM	FINANCIAL TERMS
Thomas Edison Campus	November 1, 2009 – June 30, 2015	\$1,000 monthly expense reimbursement
Collier Campus	July 1, 2016 – June 30, 2018	Currently contracting as this document is being prepared. Based on proposal from vendor, we anticipate \$6,000 - \$7,000 monthly.



Student Printing WEPA, Inc.

Students have access to printing college-wide at 12 strategically placed kiosks. WEPA offers cloud printing from anywhere, including home computer, laptop, USB, IOS and Android Devices.



CONTRACT TERM	FINANCIAL TERMS
September 15, 2013 – September 15, 2016	FSW retains .02 of every B&W print less a 20% cloud fee

1 Activate account
To use your BE, IC, C card on an application or use the direct print feature, you'll need to activate your account online.

2 Print your files
Log in to the application to upload and print your files. Select the files you want to print, choose the color (B&W or WEPA Color) and the number of copies you want to print.

3 Pick up your files
To receive a pickup kit, use the website code that was provided after you submitted your file. To return another file online, [upload your campus card](#) or login to view all available files ready for printing.

PRINT PRICES

- Single Page B&W: \$0.35
- Single Page Color: \$0.35
- Double-Sided B&W: \$0.20
- Double-Sided Color: \$0.20



FSWBucGear.com Follett / Advanced Online

New online store for spirit gear products and clothing. Launched in May 2016 with \$1,000 in sales in the first 2 weeks.

CONTRACT TERM	FINANCIAL TERMS
Amendment to Follett Contract	15% commission on the retail price at which a product is sold.





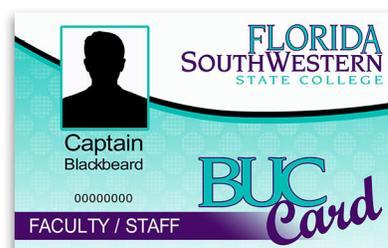
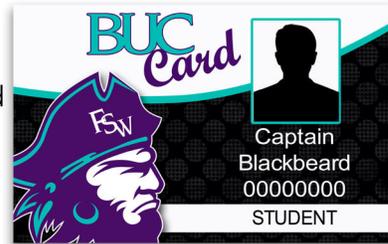
SELF-OPERATED OPERATIONS

Buc Card

The BUC card is the College's identification card and is a "One-Card" that provides access to events and other services on campus. Patrons can place funds onto their Buc Card for use at retail locations college-wide.

2015 NACCU Marketing Excellence Award Winner!

- Identification
- Campus Bucs (funds deposited by patron and used at campus retail locations)
- Library Card
- Access to Financial Aid Funs in Bookstore
- Dining Plans
- Student & Administrative Printing/Copying



BUC Card



Trademark Licensing & Branding

Auxiliary Services regulates the use of the College's name and all identifying marks, when placed on merchandise and products, regardless of whether the items are created for resale. The goal is to ensure the protection of the College's excellent reputation and maintain high standards of use.

Auxiliary Services works in conjunction with buyers, wholesalers, retailers and Learfield Licensing Partners in regards to the branding and merchandising of goods bearing the FSW trademarks and logos.





Facility Rentals, Central Scheduling, Events & Conference Services

Auxiliary Services schedules all space on campus for internal and external users.

- Scheduling of space for all college events out side of academic classes
- Runs S25 Optimizer – which assigns space to academic courses effectively & efficiently
- Rental of facilities by outside organizations
- Day & Residential Conference Services
- FSW Athletic & Academic Camps
- One Stop Shop Event Coordination

9,249 Meeting/Events Scheduled in FY16

Event & Conference SERVICES

FLORIDA SOUTHWESTERN STATE COLLEGE

Are you looking for summer camp or conference event facilities in Florida for your next athletic or educational gathering? Located in Fort Myers, Florida, Florida Southwestern State College provides exceptional facilities, a well-trained staff, and in-house quality catering services that cannot be matched. With numerous meeting venues, recreation fields, and athletic courts FSW is suitable to host a variety of camp or conferences. Our largest indoor meeting space holds 250 (Building 1) made purpose rooms, perfect for large group training sessions or trade shows.

Meeting Rooms

Florida Southwestern State College features meeting and learning facilities that are sure to fit your needs. Meeting rooms include traditional classrooms, lecture halls, auditoriums, conference rooms, and multi-purpose rooms. All spaces meet ADA requirements and are equipped with modern

Event Staff

Our staff will work with you one-on-one to assist in planning and event coordination. The Event & Conference Services staff will coordinate all room setup, technology requests, security staffing, campus event signage, and any other campus needs your group may have. It is our goal to make your event a success!

Technology Services

All of our meeting facilities have various technology amenities including modern Smart Board presentation equipment. When planning your event our staff can coordinate a meeting with a member of Technology Services to ensure we are able to meet your needs and to personally plan for your event. Some of our features include state-of-the-art video and computer presentation technology, free wireless internet, and other various presentation tools.

EVENT & CONFERENCE SERVICES
 (239) 432-2070
 EVENTS@FSW.EDU

Dining & Catering Services

Florida Southwestern State College offers a variety of dining options from a full service dining hall to small grab-and-go locations. We also have national brands including Pizza Hut Express and Subway!

We understand that your event needs are for a successful event so we are very happy to offer on-site catering provided by Food Services, Inc. They have a wide array of menu options from continental breakfast, coffee breaks, buffet or plated meals. Planning on a budget? No problem! Our event staff will be happy to coordinate a personal menu planning meeting with our catering director.

Staying Over

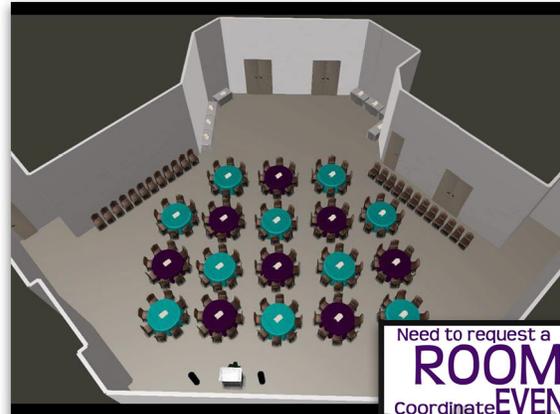
For overnight accommodations, FSW is pleased to offer apartment-style residential housing. Our residence hall, Light House Commons, is a safe and convenient over-night option. All over-night guests require access cards, and are within walking distance to grocery stores, restaurants, and more.

Convenient Location

Our Lee Campus is located in the heart of Fort Myers. Minutes away from some of Southwest Florida's best beaches, dining, shopping, and entertainment.



EVENT & CONFERENCE SERVICES
 (239) 432-2070
 EVENTS@FSW.EDU



Need to request a **ROOM?** or **EVENT SERVICES?**
 Coordinate **EVENT SERVICES?**
 CLICK HERE TO SUBMIT YOUR REQUEST

need to PRINT or COPY?
Your BUC Card will be required

Don't have a BUC Card?
 Get one TODAY at any of our issuing locations.
 Valid Photo I.D. required.

LEE CAMPUS
 Building S-101
 COLLIER CAMPUS
 Building M Lobby
 CHARLOTTE CAMPUS
 Building J-102
 HENDRY/GLADES CENTER
 Building A-113

PaperCut

FLORIDA SOUTHWESTERN STATE COLLEGE
 Captain Blackboard
 FACULTY / STAFF

Administrative Printing

Auxiliary Services through a contract with Dex Imaging, Inc. manages the college's administrative printing program which includes all printers and multi-function devices college-wide. The goal of the administrative printing program is to save the college significant expense by doing the following:

- Removing expensive standalone printers and replacing with more cost effective multi-function devices
- Educating faculty & staff on more economical ways to print – duplex, B&W, scan and email vs. print, etc.

As of April 30, 2016 we show a 32% savings in Printing Expenses FY16!



Suncoast Credit Union Arena

Auxiliary Services will be working with Professional Facilities Management, Inc. in the operations of the Suncoast Credit Union Arena.



Fitness Center

Auxiliary Services recently hired a Coordinator of Fitness & Wellness who will be the champion for health across the College!

The state of the art Fitness Center will be open to all students, faculty and staff and serve as the strength and conditioning facility for athletics. The Center will offer personal training, health and wellness programming and campus recreation.





Auxiliary Fund

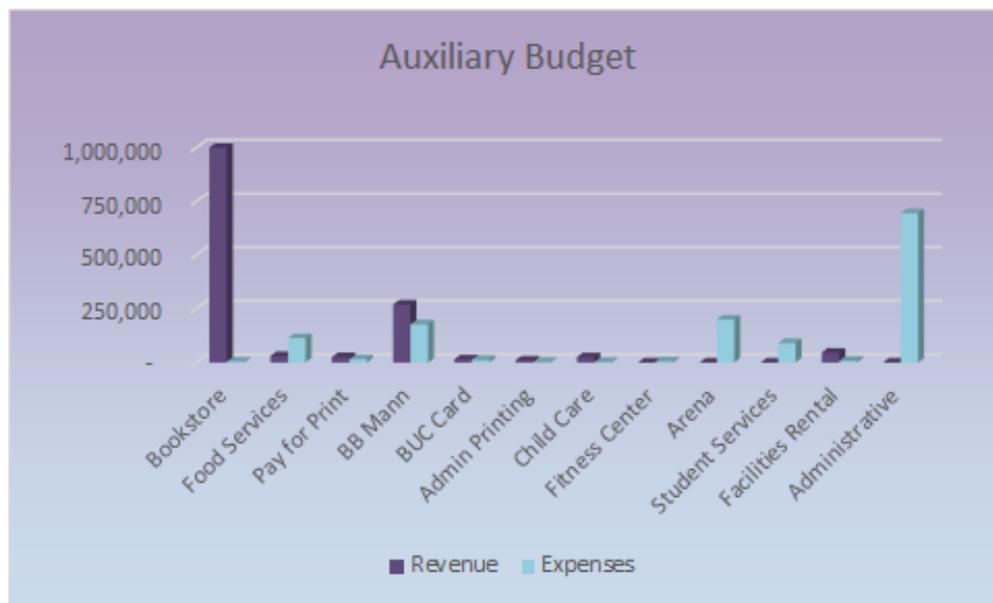
Fund 3: Auxiliary Fund

	2016-17 Proposed Budget	2015-16 Current Budget	2014-15 Actual Amounts	2013-14 Actual Amounts	2012-13 Actual Amounts
SOURCES OF FUNDS					
Student Fees			(37,000)	37,000	-
Gifts, Contributions, Grants & Contracts		1,000	-	-	-
Sales & Services	1,420,000	1,687,762	1,516,935	1,171,619	1,135,936
Transfers (from other funds)	-	33,550	-	-	-
Other Sources	-	44,700	20,625	17,960	(19,890)
TOTAL FUNDS AVAILABLE	1,420,000	1,767,012	1,500,560	1,226,579	1,116,046
USES OF FUNDS					
Staff Costs					
Executive & Mgt. Staff	132,190	130,880	118,524	70,460	66,070
Other Professional Staff	140,977	66,396	41,718	89,273	83,104
Tech., Clerical & Trade Staff	-	26,829	23,783	18,811	106,653
Instructional & Other Temp. Professionals	-	17,007	1,760	7,956	8,927
Student Employment	-	15,000	13,875	11,116	10,282
Benefits	87,284	71,538	53,300	54,105	75,216
Total Staff Costs	360,451	327,650	252,960	251,721	350,252
Current Expenses					
Travel	16,000	15,000	7,916	11,951	8,190
Operating Expenses	237,080	380,487	66,699	196,805	98,370
Rental - Facilities & Equipment	20,768	165,776	142,579	166,105	68,560
Insurance	-	1,405	22,795	-	56
Utilities	15,000	25,000	13,997	13,344	10,524
Contract Services	347,000	209,243	227,416	212,066	224,877
Transfers (to other funds)	303,050	1,397,695	340,233	360,764	420,819
Other Expenses	-	-	(4,003)	471	2,072
Total Current Expenses	938,898	2,194,606	817,632	961,506	833,468
Capital Expenditures					
Capital Expenditures	25,000	65,370	11,078	9,569	10,730
Total Capital Expenditures	25,000	65,370	11,078	9,569	10,730
TOTAL EXPENDITURES & TRANSFERS	1,324,349	2,587,626	1,081,670	1,222,796	1,194,450
Change in Fund Balance	95,651	(820,614)	418,890	3,783	(78,404)



Auxiliary Fund

	Revenue	Expenses
Bookstore	1,000,000	4,000
Food Services	30,000	113,768
Pay for Print	25,000	15,000
BB Mann	270,000	177,000
BUC Card	15,000	12,000
Admin Printing	10,000	2,500
Child Care	24,000	2,000
Fitness Center	-	5,000
Arena	-	200,000
Student Services	-	90,000
Facilities Rental	46,000	7,980
Administrative	-	695,101
Total	1,420,000	1,324,349





Student Financial Aid Fund

Student Financial Aid Paid

Fiscal Year 2014-15

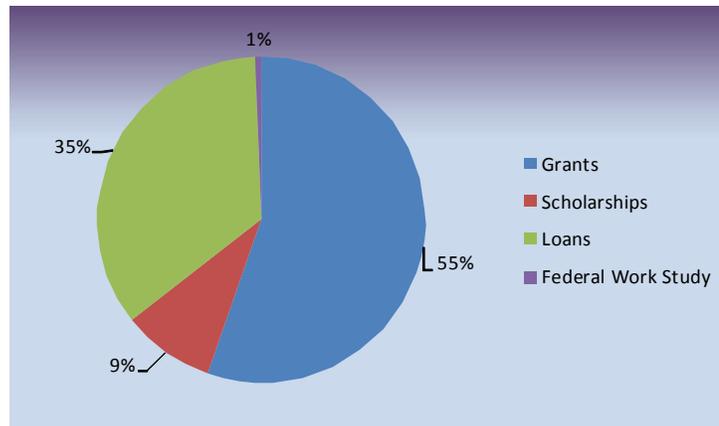
Grants	Awards	Total Amount Paid	Average Amount Paid per Award
Federal Pell Grant	6,948	\$23,306,692	\$3,354
Federal SEOG Grant	266	\$264,950	\$996
Florida Grants	495	\$796,201	\$1,608
Other Grant	28	\$24,466	\$874

Scholarships	Awards	Total Amount Paid	Average Amount Paid per Award
Florida Scholarships	548	\$622,430	\$1,136
Institutional/Foundation Scholarships	1,807	\$3,392,408	\$1,877

Loans	Awards	Total Amount Paid	Average Amount Paid per Award
Federal Direct Subsidized Loan	3,153	\$10,404,894	\$3,300
Federal Direct Unsubsidized Loan	1,293	\$4,572,442	\$3,536
Federal Direct Loan Parent PLUS	24	\$215,005	\$8,959
Private Loan	35	\$238,024	\$6,801

Federal Work Study	Awards	Total Amount Paid	Average Amount Paid per Award
Federal Work Study	100	\$244,330	\$2,443

	Unduplicated Students	Total Amount Paid	Average Amount Paid per Student
Grants	6,953	\$24,392,309	\$3,153
Scholarships	1,711	\$4,014,838	\$1,705
Loans	3,612	\$15,430,365	\$3,425
Federal Work Study	100	\$244,330	\$2,443
Paid Any Financial Aid	8,945	\$44,081,841	\$2,999



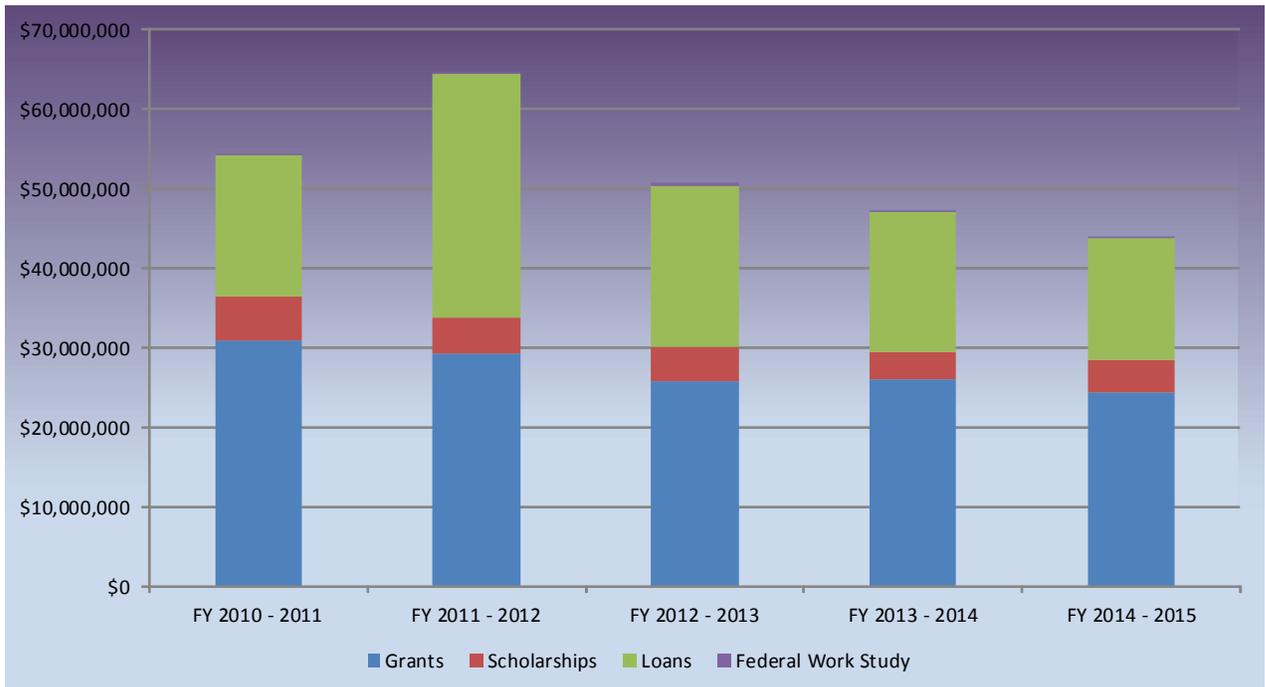


Student Financial Aid Fund

Student Financial Aid Paid Fiscal Year 2014-15

<u>Total Amount Paid</u>						5 Year
	FY 2010 - 2011	FY 2011 - 2012	FY 2012 - 2013	FY 2013 - 2014	FY 2014 - 2015	% Change
Grants	\$30,928,055	\$29,251,509	\$25,823,453	\$25,980,473	\$24,392,309	-21.1%
Scholarships	\$5,443,634	\$4,451,956	\$4,244,329	\$3,487,775	\$4,014,838	-26.2%
Loans	\$17,883,085	\$30,810,545	\$20,380,477	\$17,584,472	\$15,430,365	-13.7%
Federal Work Study	\$182,649	\$202,697	\$216,569	\$234,220	\$244,330	33.8%
Total	\$54,437,423	\$64,716,707	\$50,664,828	\$47,286,940	\$44,081,842	-19.0%

<u>Unduplicated Students Paid</u>						5 Year
	FY 2010 - 2011	FY 2011 - 2012	FY 2012 - 2013	FY 2013 - 2014	FY 2014 - 2015	% Change
Grants	8,601	8,770	7,658	7,712	6,953	-19.20%
Scholarships	3,280	2,916	2,502	1,979	1,711	-47.80%
Loans	4,639	5,205	4,670	4,198	3,612	-22.10%
Federal Work Study	61	63	72	94	100	63.90%
Total Unduplicated Students Paid	11,432	11,382	9,994	9,819	8,945	-21.80%





Student Financial Aid Fund

Fund 5: Financial Aid Fund

	2016-17 Proposed Budget	2015-16 Current Budget	2014-15 Actual Amounts	2013-14 Actual Amounts	2012-13 Actual Amounts	2011-12 Actual Amounts
SOURCES OF FUNDS						
Student Fees	1,193,000	1,193,000	1,214,999	1,241,488	1,215,153	1,368,537
Support from State Govt.	1,347,675	1,629,000	1,468,839	1,872,433	2,160,969	2,574,339
Support from Fed. Govt.	40,620,119	40,320,571	25,570,930	41,781,929	45,538,733	62,694,129
Gifts, Contributions, Grants & Contracts	2,004,690	1,788,710	1,797,225	1,626,552	1,264,435	1,436,490
Transfers (from other funds)	-	1,193,000	3,506,767	-	140,000	139,005
Other Sources	-	-	(498,932)	(43,799)	7,925	15,345
Fund Balance Transfers	-	-	-	-	-	-
TOTAL FUNDS AVAILABLE	45,165,484	46,124,281	33,059,828	46,478,603	50,327,215	68,227,845
USES OF FUNDS						
Staff Costs						
Student Employment	-	-	7,918	990	4,677	10,941
Total Staff Costs	-	-	7,918	990	4,677	10,941
Current Expenses						
Disbursements	45,165,484	46,124,281	34,022,169	29,178,367	30,845,128	35,507,600
Total Current Expenses	45,165,484	46,124,281	34,022,169	29,178,367	30,845,128	35,507,600
TOTAL EXPENDITURES & TRANSFERS	45,165,484	46,124,281	34,030,087	29,179,357	30,849,805	35,518,541
Change in Fund Balance	-	-	(970,259)	17,299,246	19,477,410	32,709,304



Student Financial Aid Fund

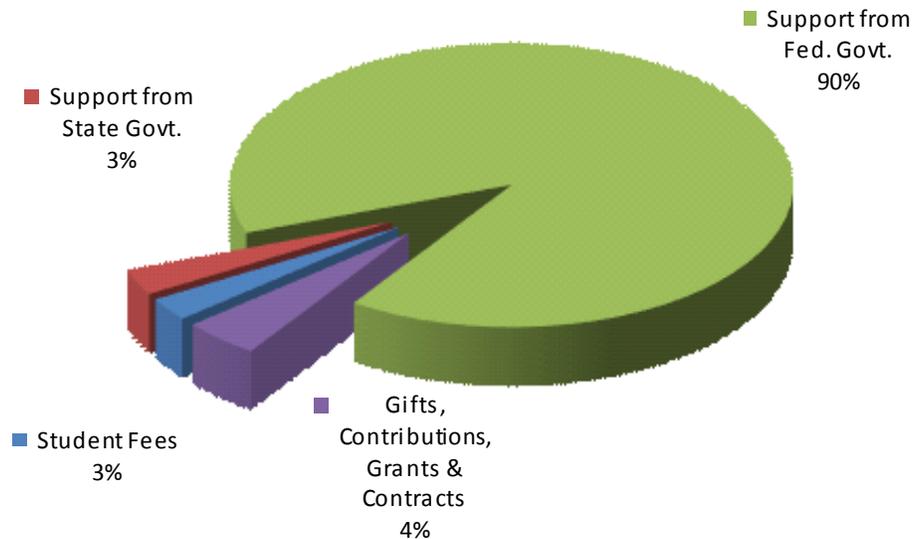
	Revenue	Disbursements
<u>Fee Based Funds</u>		
<u>STUDENT FINANCIAL AID FEES</u>	1,193,000	
Funds Received		
Athletics		600,000
Academic Promise Scholars		250,000
Baccalaureate Access Scholarship		120,000
FSW Cares Grant		50,000
FSW Summer Scholarship		46,691
PSAV		41,809
Child Care Grant		49,500
Student Government Leaders of Tomorrow		5,000
SGA Stipend		30,000
Total Student Financial Aid Fees	\$ 1,193,000	\$ 1,193,000
<u>Institutional Funds</u>		
<u>PRIVATE FUNDS</u>		
Funds Received	\$ 1,849,290	
Estimated Carryover Funds	155,400	
Athletics		167,400
Outside Donor Restricted Scholarships		400,000
Foundation Donor Restricted Scholarships		6,150
Foundation - Curtis Scholarships		266,000
Foundation Academic Scholarships		312,415
Foundation Need Based Scholarships		125,050
Annually Funded Scholarships		160,000
Merit Based Scholarships - Recruitment		453,075
Honors Scholars Program		66,900
College Wide - Need Based Scholarships		18,000
Completion Scholarship		10,000
Bruel - Work Grant		12,700
FSW Charlotte Collegiate High School Scholarships		7,000
Total Private Funds	\$ 2,004,690	\$ 2,004,690
Total Institutional/Fee Based Funds	\$ 3,197,690	\$ 3,197,690



Student Financial Aid Fund

	Revenue	Disbursements
Federal Funds		
Funds Received	\$ 40,620,119	
PELL Grants		23,000,000
Ford Direct Loans		17,000,000
College Work Study		320,748
Supplemental Education Opportunity Grant		299,371
Total Federal Funds	\$ 40,620,119	\$ 40,620,119
State Funds		
Funds Received	\$ 1,347,675	
Florida Bright Futures Scholarship Fund		500,000
Florida Student Assistant Grant		847,675
Total State Funds	\$ 1,347,675	\$ 1,347,675
Total Financial Aid	\$ 45,165,484	\$ 45,165,484

FY17 Financial Aid Funds by Source





Plant and Capital Equipment Funds

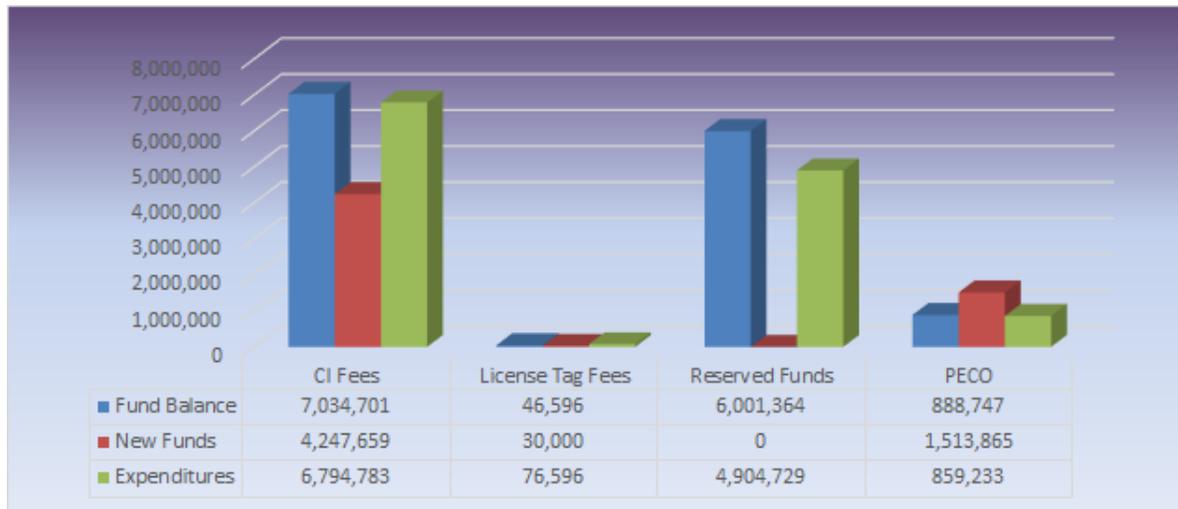
Fund 7: Plant and Capital Equipment Fund

	2016-17 Proposed Budget	2015-16 Current Budget	2014-15 Actual Amounts	2013-14 Actual Amounts	2012-13 Actual Amounts	2011-12 Actual Amounts
SOURCES OF FUNDS						
Student Fees	4,247,659	4,431,631	3,677,679	3,164,688	2,433,299	2,728,401
Support from State Govt.	1,543,865	637,273	6,994,961	4,176,967	2,302,177	994,007
Gifts, Contributions, Grants & Contracts	575,000	8,654,925	50,000	66,186	215,000	1,738,527
Transfers (from other funds)	5,669,855	9,430,589	13,399,787	25,746,324	1,111,782	1,400,000
Other Sources	30,000	1,803,000	345,841	316,968	332,704	259,320
Fund Balance	26,216,247	26,176,088	-	-	-	-
TOTAL FUNDS AVAILABLE	38,282,626	51,133,506	24,468,268	33,471,133	6,394,962	7,120,255
USES OF FUNDS						
Staff Costs						
Other Professional Staff	-	158,109	64,871	63,602	62,970	106,499
Tech., Clerical & Trade Staff	-	-	-	-	451	1,074
Benefits	-	47,930	18,793	17,841	16,499	26,189
Total Staff Costs	-	206,039	83,664	81,443	79,920	133,762
Current Expenses						
Renovation/Repairs/Maintenance	4,545,343	1,852,669	1,628,525	2,598,428	1,332,969	2,386,664
Rental - Facilities & Equipment	-	8,720	25,688	30,855	30,159	97,648
Utilities	-	-	-	-	-	691
Contract Services	-	140,902	303,367	37,872	181,885	210,868
Transfers (to other funds)	5,669,855	10,040,589	11,198,427	5,658,109	700	-
Other Expenses	1,374,928	993,464	554,378	413	-	-
Budget Contingency	300,000	730,000	630,000	-	-	-
Total Current Expenses	11,890,126	13,766,344	14,340,385	8,325,677	1,545,713	2,695,871
Capital Expenditures						
Capital Expenditures	19,600,834	36,388,082	3,554,551	5,174,367	3,920,551	11,195,087
Total Capital Expenditures	19,600,834	36,388,082	3,554,551	5,174,367	3,920,551	11,195,087
TOTAL EXPENDITURES & TRANSFERS	31,490,960	50,360,465	17,978,600	13,581,487	5,546,184	14,024,720
Change in Fund Balance	6,791,666	773,041	6,489,668	19,889,646	848,778	(6,904,465)



Plant and Capital Equipment Funds

Type of Funds	Est. Beginning	Projected Revenue	Projected Interest	Estimated	Estimated Expenditures	Ending Fund Balance
	Fund Balance			Available Funds		
Capital Improvement Fees						
Capital Improvement Fees	2,654,846	4,247,659	30,000	6,932,505	2,414,928	4,517,577
Student Activities Facility	4,379,855	-	-	4,379,855	4,379,855	-
Local Funds						
Performing Arts Hall Agreement	28,589	325,000	-	353,589	275,000	78,589
Student Activities Facility	12,216,250	250,000	-	12,466,250	12,466,250	-
License Tag Fees						
Health Life Safety	46,596	30,000	-	76,596	76,596	-
Reserved Funds						
Furniture & Equipment Replacement	1,684,112	-	-	1,684,112	850,000	834,112
Parking Lot Improvement/Repair	750,000	-	-	750,000	700,000	50,000
Technology Refresh/Upgrade	1,062,523	-	-	1,062,523	850,000	212,523
Student Activities Facility	2,504,729	-	-	2,504,729	2,504,729	-
PECO						
FY15 Remodel/Renovation	679,514	-	-	679,514	444,514	235,000
FY15 Maintenance/Repairs/Safety	209,233	-	-	209,233	209,233	-
FY17 Remodel/Renovation	-	536,949	-	536,949	350,000	186,949
FY17 Maintenance/Repairs/Safety	-	976,916	-	976,916	300,000	676,916
Total	26,216,247	6,366,524	30,000	32,612,771	25,821,105	6,791,666





Plant and Capital Equipment Funds

	Reserved Funds										PECO		
	CIF	Local Funds	License Tag Fees	Furniture Fund	Parking Fund	Technology Fund	Student Activities Facility Fund	F15 PECO	F15 SOD	F17 PECO	F17 SOD	Total	
Estimated Fund Balance at 7/1/2016	7,034,701	12,244,839	46,596	1,684,112	750,000	1,062,523	2,504,729	0	0	0	26,116,247		
Estimated New Revenue	4,277,659	575,000	30,000	0	0	0	0	0	536,949	976,916	6,306,524		
Total Available	11,312,360	12,819,839	76,596	1,684,112	750,000	1,062,523	2,504,729	0	536,949	976,916	32,612,771		
Thomas Edison (Lee) Campus													
Bldg K - Replace/Upgrade energy mgmt											35,000	35,000	
Bldg N - Replace HVAC											134,514	134,514	
Replace south cooling tower	75,000										75,000	75,000	
Bldg M - Replace stage HVAC											125,000	125,000	
Bldg P - Replace HVAC											150,000	150,000	
Bldg S - Repair Bridge	50,000										50,000	50,000	
Remodel bathrooms west campus	110,000	275,000									385,000	385,000	
Student Activities Facility	4,379,855	10,716,250					2,504,729				17,600,834	17,600,834	
Student Activities Facility (Parking/Landscaping/Walkway)		1,750,000			250,000						2,000,000	2,000,000	
Carpet/Paint Refresh	400,000				300,000						400,000	400,000	
Traffic/Parking Plan Implementation					300,000						300,000	300,000	
Contingency	200,000			100,000							300,000	300,000	
Furniture Refresh				750,000							750,000	750,000	
Collier Campus													
Replace main 8" domestic isolation gate valve	20,000										20,000	20,000	
Bldg E - renovation									350,000		350,000	350,000	
Upgrade auditorium	35,000										35,000	35,000	
Replace SE & NE double doors	65,000										65,000	65,000	
Replace/upgrade backflow preventor	20,000										20,000	20,000	
Bldg L-Seal/repaint interior first floor	50,000										50,000	50,000	
Sealcoat and restrripe lot 8	15,000										15,000	15,000	
District Wide													
Miscellaneous Maintenance			76,596		150,000						300,000	735,829	
Technology Upgrades/Refresh						850,000					850,000	850,000	
Bond Payment	1,374,928										1,374,928	1,374,928	
Estimated Remaining Funds Available	4,517,577	78,589	0	834,112	50,000	212,523	0	0	186,949	676,916	6,791,666		

PECO - Public Education Capital Outlay
 CIF - Capital Improvement Fees
 SOD - Sum of Digits





Retirement of Indebtedness Funds

As stated in the Florida Statute 1009.23, the debt limit would be created by the magnitude of the dollar stream available for the repayment of debt. The Board of Trustees has the authority to enter into short term and long term debt only as specifically provided in ss. [1009.22\[leg.state.fl.us\]\(6\)](#) and (9) and [1009.23\[leg.state.fl.us\]\(11\)](#) and (12). At the option of the Board of Trustees, bonds issued pursuant to ss. [1009.22\[leg.state.fl.us\]\(6\)](#) and (9) and [1009.23\[leg.state.fl.us\]\(11\)](#) and (12) may be secured by a combination of revenues authorized to be pledged to bonds pursuant to such subsections.

Below is a list of the College currently outstanding bonds, and the next page shows the scheduled principal and interest requirements of bonds payable for years succeeding June 30, 2016.

State Board of Education Capital Outlay Bonds

\$120,000 - Series 2004A - Issued 08/25/2004. These bonds are payable in annual installments of \$5,000 - \$15,000 for years 2005 - 2024. Interest is payable semi-annually each January 1 and July 1 at rates from 3% - 4.625%.

\$325,000 - Series 2005A - Issued 06/01/2005. These bonds are payable in annual installments of \$10,000 - \$25,000 for years 2006 - 2025. Interest is payable semi-annually each January 1 and July 1 at rates from 3% - 5%.

\$615,000 - Series 2005A - Issued 06/01/2005. These bonds are payable in annual installments of \$45,000 - \$75,000 for years 2006 - 2017. Interest is payable semi-annually each January 1 and July 1 at a rate of 5%.

\$65,000 - Series 2005B - Issued 07/01/2005. These bonds are payable in annual installments of \$5,000 - \$10,000 for years 2006 - 2018. Interest is payable semi-annually each January 1 and July 1 at a rate of 5%.

\$1,475,000 - Series 2008A - Issued 05/01/2008. These bonds are payable in annual installments of \$40,000 - \$145,000 for years 2009 - 2028. Interest is payable semi-annually each January 1 and July 1 at rates from 3.25% - 5%.

Florida Department of Education Capital Improvement Revenue Bonds

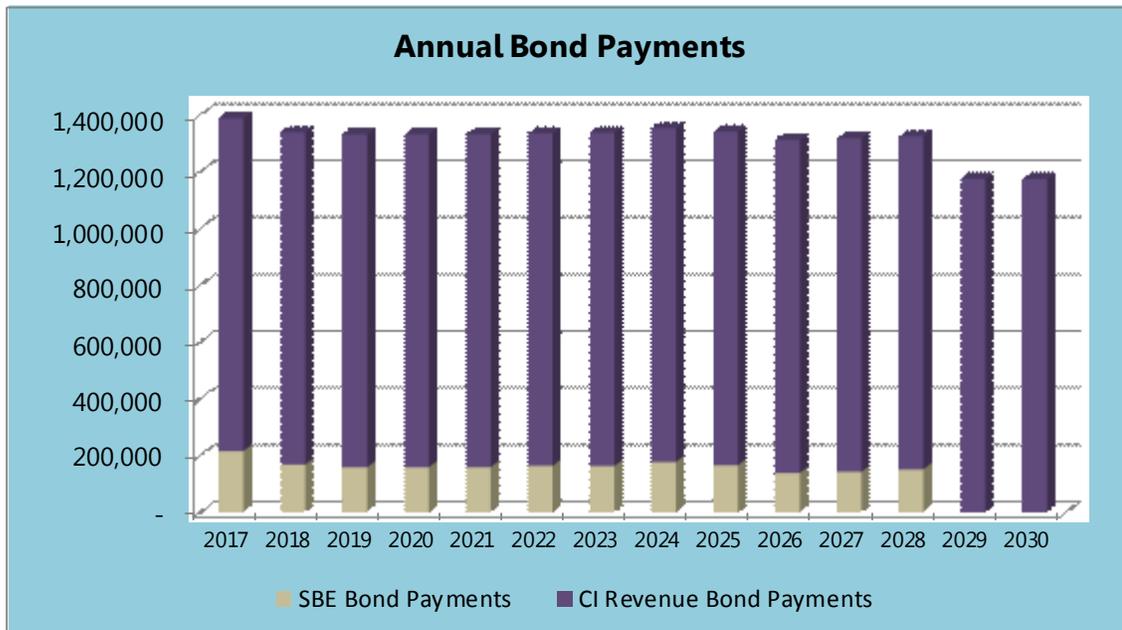
\$15,900,000 - Series 2010A - Issued 12/01/2010. These bonds are payable in annual installments of \$540,000 - \$1,175,000 for years 2011 - 2031. Interest is payable semi-annually each January 1 and July 1 at rates from 3% - 4.375%.



Retirement of Indebtedness Funds

Fiscal Year	SBE Bond Payments						CI Revenue Bond Payments	
	2004-A Principal & Interest	2005-A Principal & Interest	2005-B Principal & Interest	2005-R Principal & Interest	2008-A Principal & Interest	Total SBE	2010-A Principal & Interest	Total
2017	8,496.25	27,918.75	11,000.00	57,750.00	110,812.50	215,977.50	1,172,350.00	1,374,927.50
2018	13,296.25	26,918.75	10,500.00		118,062.50	168,777.50	1,170,550.00	1,325,427.50
2019	12,883.75	26,118.75			119,812.50	158,815.00	1,172,750.00	1,317,065.00
2020	12,463.75	25,318.75			121,312.50	159,095.00	1,173,750.00	1,317,745.00
2021	12,033.75	24,518.75			122,562.50	159,115.00	1,173,550.00	1,316,965.00
2022	11,593.75	23,718.75			128,562.50	163,875.00	1,172,150.00	1,319,725.00
2023	11,143.75	22,918.75			129,062.50	163,125.00	1,174,550.00	1,320,675.00
2024	15,693.75	27,093.75			135,025.00	177,812.50	1,175,550.00	1,335,662.50
2025		26,062.50			139,775.00	165,837.50	1,175,150.00	1,322,587.50
2026					139,025.00	139,025.00	1,173,350.00	1,293,275.00
2027					143,025.00	143,025.00	1,175,150.00	1,297,658.10
2028					151,525.00	151,525.00	1,174,106.25	1,303,637.50
2029							1,175,118.75	1,152,168.75
2030							1,174,218.75	1,149,615.00
Grand Total	97,605.00	230,587.50	21,500.00	57,750.00	1,558,562.50	1,966,005.00	16,432,293.75	18,147,134.35

SBE = State Board of Education
CI = Capital Improvement





Collegiate High Schools

Florida SouthWestern Collegiate High Schools are publicly-funded early college high schools committed to educational innovation and academic excellence as it prepares students to become critical thinkers and productive global citizens. The high schools are created through a charter with the local school districts. Teachers, staff and the extended school community are dedicated to providing educational equality in a caring environment. Exemplary pedagogical techniques address the needs and abilities of all students, and community service opportunities integrate learning with real life issues. Florida SouthWestern State College operates two Collegiate High Schools, one on the Charlotte campus and one on the Thomas Edison (Lee) Campus. Funding for the high schools comes primarily from the Florida Education Finance Program (FEFP).





Collegiate High Schools

Thomas Edison (Lee) Campus High School

	2016-17 Proposed Budget	2015-16 Current Budget	2014-15 Actual Amounts	2013-14 Actual Amounts	2012-13 Actual Amounts
SOURCES OF FUNDS					
State Funding	2,370,482	2,192,104	2,170,134	2,045,260	1,555,812
Federal Funding	45,000	45,000	42,122	47,033	50,018
Capital Funding	125,000	125,000	161,528	219,531	105,531
Local Grant Funding	-	-	-	1,000	250
Food Service Sales	75,000	70,000	72,242	73,532	68,997
Miscellaneous	-	-	-	3,939	2,713
Fund Balance Transfers	-	-	2,346	4,302	9,594
TOTAL FUNDS AVAILABLE	2,615,482	2,432,104	2,448,372	2,394,597	1,792,915
USES OF FUNDS					
Staff Costs					
Instruction	579,917	577,662	555,746	535,387	512,543
Instructional Support	55,504	54,139	46,363	86,479	57,186
Administration	226,318	218,100	221,450	183,630	173,674
Benefits	292,227	271,504	232,152	229,750	203,239
Total Staff Costs	1,153,966	1,121,405	1,055,711	1,035,247	946,642
Current Expenses					
Travel	251,040	208,500	205,316	213,163	213,777
Operating Expenses	435,197	381,061	413,516	337,850	268,556
Facility Lease	125,000	125,000	128,490	100,000	120,301
Insurance	6,352	6,289	4,661	5,305	13,484
Utilities	29,763	33,000	24,551	24,731	24,401
Contract Services	389,640	372,000	368,147	359,070	41,447
Transfers Out - Indirect costs	119,096	103,421	94,582	100,266	35,000
Transfers Out - Loan repayment	-	50,000	50,000	75,000	-
Other Expenses	14,000	15,000	1,080	225	-
Reserves	5,000	-	-	-	-
Total Current Expenses	1,375,088	1,294,271	1,290,343	1,215,611	716,967
Capital Expenditures					
Capital Expenditures	86,428	16,428	70,587	-	8,154
Total Capital Expenditures	86,428	16,428	70,587	-	8,154
TOTAL EXPENDITURES & TRANSFERS	2,615,482	2,432,104	2,416,641	2,250,858	1,671,763
Change in Fund Balance	-	-	31,731	143,739	121,152



Collegiate High Schools

Thomas Edison (Lee) Campus
Fiscal Year 2017 Budget

SOURCES OF FUNDS	Operating Budget	Grant Budget	Capital Outlay Budget	Total Budget
State Funding	2,370,482	-	-	2,370,482
Federal Funding	-	45,000	-	45,000
Capital Funding	-	-	125,000	125,000
Food Service Sales	-	75,000	-	75,000
TOTAL FUNDS AVAILABLE	2,370,482	120,000	125,000	2,615,482
USES OF FUNDS				
Staff Costs				
Instruction	579,917	-	-	579,917
Instructional Support	55,504	-	-	55,504
Administration	226,318	-	-	226,318
Benefits	292,227	-	-	292,227
Total Staff Costs	1,153,966	-	-	1,153,966
Current Expenses				
Travel	251,040	-	-	251,040
Operating Expenses	315,197	120,000	-	435,197
Rentals	-	-	125,000	125,000
Insurance	6,352	-	-	6,352
Utilities	29,763	-	-	29,763
Contract Services	389,640	-	-	389,640
Transfers Out-Indirect costs	119,096	-	-	119,096
Other Expenses	14,000	-	-	14,000
Contingency	5,000	-	-	5,000
Total Current Expenses	1,130,088	120,000	125,000	1,375,088
Capital Expenditures				
Capital Expenditures	86,428	-	-	86,428
Total Capital Expenditures	86,428	-	-	86,428
TOTAL EXPENDITURES & TRANSFERS	2,370,482	120,000	125,000	2,615,482
Change in Fund Balance	-	-	-	-



Collegiate High Schools

Charlotte Campus High School

	2016-17 Proposed Budget	2015-16 Current Budget	2014-15 Actual Amounts	2013-14 Actual Amounts	2012-13 Actual Amounts
SOURCES OF FUNDS					
State Funding	1,971,425	1,896,147	1,996,785	1,916,331	1,954,718
Federal Funding	35,000	40,000	28,804	61,001	62,114
Capital Funding	125,000	125,000	150,577	208,824	134,566
Local Grant Funding	-	-	-	3,500	5,000
Food Service Sales	65,000	60,000	58,211	64,134	67,021
Miscellaneous	-	-	418	2,340	3,570
Fund Balance Transfers	-	-	5,048	18,917	14,022
TOTAL FUNDS AVAILABLE	2,196,425	2,121,147	2,239,843	2,275,047	2,241,011
USES OF FUNDS					
Staff Costs					
Instruction	606,001	611,880	635,136	649,650	627,295
Instructional Support	61,337	60,117	62,581	59,773	60,000
Administration	153,071	145,836	274,766	249,202	233,966
Benefits	267,986	276,726	227,289	256,712	221,234
Total Staff Costs	1,088,395	1,094,559	1,199,772	1,215,337	1,142,495
Current Expenses					
Travel	98,000	104,754	83,525	90,045	100,640
Operating Expenses	328,363	283,885	250,191	320,224	378,331
Facility Lease	130,800	125,000	129,000	100,000	164,277
Insurance	-	-	-	-	-
Utilities	44,000	42,000	43,055	42,817	35,026
Contract Services	332,582	331,720	335,393	334,297	55,003
Transfers Out - Indirect costs	114,285	99,229	118,030	97,135	176,616
Transfers Out - Loan repayment	-	-	50,000	50,000	75,000
Other Expenses	-	-	411	752	-
Reserves	10,000	-	-	-	-
Total Current Expenses	1,058,030	986,588	1,009,605	1,035,270	984,892
Capital Expenditures					
Capital Expenditures	50,000	40,000	-	-	84,952
Total Capital Expenditures	50,000	40,000	-	-	84,952
TOTAL EXPENDITURES & TRANSFERS	2,196,425	2,121,147	2,209,377	2,250,607	2,212,339
Change in Fund Balance	-	-	30,466	24,440	28,672



Collegiate High Schools

Charlotte Campus
Fiscal Year 2017 Budget

SOURCES OF FUNDS	Operating Budget	Grant Budget	Capital Outlay Budget	Total Budget
State Funding	1,971,425	-	-	1,971,425
Federal Funding	-	35,000	-	35,000
Capital Funding	-	-	125,000	125,000
Food Service Sales	-	65,000	-	65,000
TOTAL FUNDS AVAILABLE	1,971,425	100,000	125,000	2,196,425
USES OF FUNDS				
Staff Costs				
Instruction	606,001	-	-	606,001
Instructional Support	61,337	-	-	61,337
Administration	153,071	-	-	153,071
Benefits	267,986	-	-	267,986
Total Staff Costs	1,088,395	-	-	1,088,395
Current Expenses				
Travel	98,000	-	-	98,000
Operating Expenses	228,363	100,000	-	328,363
Rentals	5,800	-	125,000	130,800
Utilities	44,000	-	-	44,000
Contract Services	332,582	-	-	332,582
Transfers Out	114,285	-	-	114,285
Contingency	10,000	-	-	10,000
Total Current Expenses	833,030	100,000	125,000	1,058,030
Capital Expenditures				
Capital Expenditures	50,000	-	-	50,000
Total Capital Expenditures	50,000	-	-	50,000
TOTAL EXPENDITURES & TRANSFERS	1,971,425	100,000	125,000	2,196,425
Change in Fund Balance	-	-	-	-



Direct Support Organizations

Pursuant to Florida Statute 1004.70, The Florida SouthWestern State College District Board of Trustees has certified the Florida SouthWestern State College Foundation, Inc. and the Florida SouthWestern State College Financing Corporation as direct support organizations. The purpose of the Foundation is to provide funds for student scholarships, instructional services, and other proper activity of Florida SouthWestern State College. The purpose of the Financing Corporation is to provide housing opportunities for the students of the College, to finance capital projects to meet current and future needs of the College, such as student housing, parking facilities, and/or other improvements, manage and invest funds held by it, or any other proper activity of Florida SouthWestern State College.

The fiscal years of both direct support organizations run from April 1 through March 31. Their financial statements are audited separately and included in the annual financial statements of the College.





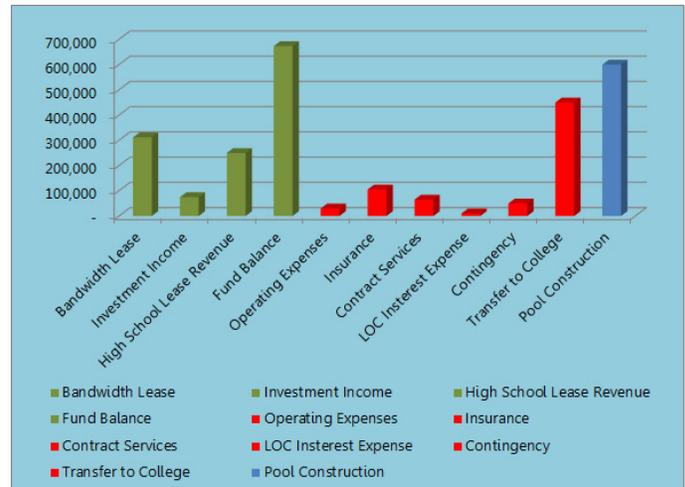
Direct Support Organizations - Financing Corporation

Student Housing Budget

SOURCES OF FUNDS	<u>Operating</u>
Rent Revenue	2,376,980
Resident Activity Fee	32,308
Cancellation Fees	16,000
Application Fees	25,600
Fund Balance - Resident Activity	25,000
TOTAL FUNDS AVAILABLE	2,540,888
Utilities	196,000
Contract Services	103,000
Reserves (Furniture/Carpet)	337,440
Total Current Expenses	1,030,348
Gross Profit/Loss (before debt service)	1,510,540
Debt Service	
Interest	321,044
Principal	612,539
Swap Rate	576,957
Total Expenses	1,510,540
Net Profit/Loss	-

General Operating Budget

SOURCES OF FUNDS	<u>Operating</u>
Bandwidth Lease	311,880
Investment Income	75,000
High School Lease Revenue	250,000
Fund Balance	673,520
TOTAL FUNDS AVAILABLE	1,310,400
USES OF FUNDS	
Operating Expenses	30,000
Insurance	105,000
Contract Services	64,900
LOC Interest Expense	10,500
Contingency	50,000
Transfer to College	450,000
Total Current Expenses	710,400
Capital Expenses	
Pool Construction	600,000
Total Capital Expenses	600,000
TOTAL EXPENDITURES & TRANSFERS	1,310,400
Net Profit/Loss	-





Direct Support Organizations - Foundation

Unrestricted Funds

SOURCES OF FUNDS	2016-17 Budget	2015-16 Budget	% Change
Operating Revenue	854,734	826,519	3%
Endowed Scholarship Funds	95,800	97,800	-2%
Endowed Program Support Funds	15,000	15,000	0%
Non-Endowed Program Support Gifts	35,000	35,000	0%
Event Revenue	35,500	126,000	-72%
Annual Fund Gifts	20,000	50,000	-60%
Annually Funded Scholarships	160,000	160,000	0%
Misc Grants	15,000	15,000	0%
Fund Balance	-	17,034	-100%
TOTAL FUNDS AVAILABLE	1,231,034	1,342,353	-8%

USES OF FUNDS

Current Expenses

Travel	14,550	14,500	0%
Operating Expenses	141,409	55,100	157%
Scholarships	255,800	257,800	-1%
Academic Program Support	59,000	50,000	18%
Food and Food Products	129,450	128,500	1%
Rental - Facilities & Equipment	19,050	56,000	-66%
Insurance	8,000	8,000	0%
Contract Services			
Staff Reimbursement to the College	379,223	503,453	-25%
Accounting and Audit Fees	86,000	86,000	0%
Other Services	138,552	137,000	1%
Other Expenses	-	46,000	-100%
Total Current Expenses	1,231,034	1,342,353	-8%



Direct Support Organizations - Foundation

Restricted Fund			
SOURCES OF FUNDS	2016-17 Budget	2015-16 Budget	% Change
Fund Balance			
Restricted Scholarships	1,212,340	1,139,910	6%
Temporarily Restricted Non-Endowed Funds	53,000	48,000	10%
Restricted Academic Program Support	238,400	249,825	-5%
Athletic Arena Campaign	5,119,600	-	100%
Hendry Glades Building Campaign	960,000	-	100%
Operating Revenue from Investments	995,313	908,649	10%
New Revenue			
Athletic Arena Campaign	3,280,400	-	100%
Hendry Glades Building Campaign	240,000	-	100%
Endowed Gifts	500,000	-	100%
TOTAL FUNDS AVAILABLE	12,599,053	2,346,384	437%
USES OF FUNDS			
Current Expenses			
Scholarships	1,212,340	1,160,910	4%
Program Support:			
School of Health Professions	29,000	27,150	7%
School of Arts, Humanities, & Social Sciences	60,700	59,725	2%
School of Business & Technology	25,700	25,250	2%
School of Education	11,000	10,000	10%
School of Pure & Applied Sciences	8,700	8,500	2%
Barbara B. Mann Performing Arts Hall	35,000	33,400	5%
Rauschenberg Gallery	29,600	28,900	2%
General Support	38,700	35,900	8%
Winkler Property Carrying Fees	48,000	48,000	0%
Investment Fees	196,000	139,000	41%
Contract Services			
Hendry/Glades Staff Reimb to the College	5,000	-	100%
Institutional Support			
Arena Funds to the College	5,119,600	-	100%
Hendry/Glades Building funds to the College	960,000	-	100%
Reserves			
Athletic Arena	3,280,400	-	100%
Hendry/Glades Building	240,000	-	100%
Other endowed funds	500,000	-	100%
TOTAL CURRENT EXPENSES	11,799,740	1,576,735	648%
Transfers			
Transfer to Operating Funds	799,313	769,649	4%
Total Transfers	799,313	769,649	4%
TOTAL EXPENDITURES & TRANSFERS	12,599,053	2,346,384	437%



Supplemental Information



Financial Policies

There are 28 locally-governed public colleges in the Florida College System. While governed by local boards, the colleges are coordinated under the jurisdiction of the State Board of Education. Administratively, the Chancellor of Florida Colleges is the chief executive officer of the system, reporting to the Commissioner of Education who serves as the chief executive officer of Florida's K-20 System. As such, Florida SouthWestern State College follows the laws, rules and policies set forth by Florida constitution, Florida legislature, the Title XLVIII K-20 Education Code and State Board of Education Administrative Rules. A complete listing can be found at <http://www.fldoe.org/schools/higher-ed/fl-college-system/policy>. Specifically related to the college's budgets, the following can be found in Florida Statute and Florida Administrative Code respectively:

Florida Statute

Title XLVIII

K-20 EDUCATION CODE

Chapter 1011

PLANNING AND BUDGETING

1011.30 Budgets for Florida College System institutions.—Each Florida College System institution president shall recommend to the Florida College System institution board of trustees a budget of income and expenditures at such time and in such form as the State Board of Education may prescribe. Upon approval of a budget by the Florida College System institution board of trustees, such budget shall be transmitted to the Department of Education for review. Rules of the State Board of Education shall prescribe procedures for effecting budget amendments subsequent to the final approval of a budget for a given year.

History.—s. 629, ch. 2002-387; s. 167, ch. 2011-5; s. 13, ch. 2011-177.

Florida Administrative Code

Rule: 6A-14.0716

Each fiscal year, each community college shall prepare a budget in such form as prescribed by the State Board of Education for the Current Unrestricted Fund. Two copies of the budget approved by the board of trustees shall be submitted to the Chancellor, as designee of the Commissioner of Education, by June 30 or on a later date established by the Chancellor. The original or facsimile signature of the president on both copies shall certify board approval.

(1) The Chancellor, as designee of the Commissioner of Education, shall approve the operating budget for each community college after an examination for completeness, correctness, conformity with law and State Board of Education rules, and preparation according to accepted accounting standards. Anticipated budgeted revenues shall be reasonable and transfers from general current funds shall not handicap current operations. A contingency reserve is authorized in the general current fund.



(2) Until a budget is approved, ordinary expenses may be paid at the same monthly rate as budgeted for the preceding year.

(3) Boards of trustees are authorized to amend budgets. Amended budgets are required to be in compliance with laws, rules and accepted educational accounting standards. Boards of trustees may, by rule, delegate authority for approval of budget amendments except as provided in subparagraphs (3)(b)1. and 2., of this rule.

(a) Budget amendments approved pursuant to the authority granted in this subsection may reallocate funds between organizational units of a fund and between general ledger object and class codes.

(b) The following budget amendments require approval by the chancellor:

1. Transfer of funds from the Current Unrestricted Fund.

2. Amendments which cause the unencumbered fund balance to be inconsistent with the statutory guidelines specified in Section 1011.84(3)(e), F.S.

(c) Overdrafts shall not be created in any fund or depository account.

(d) Salary deductions shall be made as required by law or as authorized by the board of trustees and approved in writing by the employee, and shall be remitted promptly.

(4) Each fiscal year, as a part of the official budget, each community college board of trustees shall adopt a capital outlay budget for the capital outlay needs of the college for the entire fiscal year. This budget shall designate the proposed capital outlay expenditures by project for the year from all fund sources. Separate project accounts shall be kept in the Unexpended Plant Fund for all capital outlay projects.

Rulemaking Authority 1001.02(1), (9), 1011.01, 1011.30 FS. Law Implemented 1010.01, 1010.02, 1011.30, 1011.84, 1013.61 FS. History–New 9-30-96, Amended 7-20-04, 6-20-07.

In addition Florida SouthWestern State College has many policies and procedures that govern the way the college does business. They can be found at <http://www.fsw.edu/generalcounsel/>. Specific to note are the following:

TITLE: DUTIES, POWERS AND RESPONSIBILITIES OF THE PRESIDENT

AUTHORITY: Florida Statutes; 1001.61(5); 1001.64; 1004.65
State Board of Education Rule 6A-14.0734

POLICY:

The College President is the executive officer and corporate secretary of the District Board of Trustees as well as the chief administrative officer of the College. The District Board of Trustees delegates to the President the responsibility, authority and duties for leadership, supervision and management of the College in accordance with the Florida Statutes, State Board of Education Rules, Division of Florida Colleges, Rules and Policies of the District Board of Trustees. Without limiting the generality of the foregoing and subject to the provisions of Board Policy 6Hx6:5.02(6) , the District Board of Trustees specifically delegates to the College President the authority to execute all documents, agreements, contracts and instruments of payment and conveyance on behalf of the District Board of Trustees up to an amount not exceeding three hundred Twenty-five thousand dollars (\$325,000).



The President is authorized by the District Board of Trustees to delegate any duties and responsibilities as may be appropriate. The President is authorized to perform such other duties and make decisions which are necessary, proper and lawful for the operation of the College, and to make interpretations of Statutes, State Board of Education, Division of Florida Colleges, Rules and District Board Policies in accordance with Florida Statute 1001.65.

TITLE: DUTIES, POWERS AND RESPONSIBILITIES OF THE DISTRICT BOARD OF TRUSTEES

AUTHORITY: Florida Statutes; 1001.61(5); 1001.64; 1004.65
State Board of Education Rule 6A-14.0734

Policy:

The District Board of Trustees of the Florida SouthWestern State College District is the governing board of the College. It is charged by Florida Statutes and State Board of Education Rules with responsibility for establishing the policies which are required by law or necessary to the operation of Florida SouthWestern State College. The Boards Of Trustees is responsible for cost-effective policy decisions appropriate to the College's mission, the implementation and maintenance of high-quality education programs within law and rules of the State Board of Education, the measurement of performance, the reporting of information, and the provision of input regarding state policy, budgeting, and education standards.

In carrying out this responsibility, the Board of Trustees, after considering recommendations submitted by the President, shall be authorized to adopt such rules, procedures, and policies as are necessary to operate the College in a manner that assures the fulfillment of the responsibilities assigned to the Board. These rules, procedures, and policies may supplement those prescribed by the Department of Education if they will contribute to the more orderly and efficient operation of the College. The Board of Trustees shall appoint suspend, or remove the President of the College.



**District Board of Trustee Policy
(BOT)**



Policy Title: Florida Southwestern State College Investment
Policy Number: Policy
6Hx6:1.06

Specific Authority:
Florida Statute 218.415
Florida Administrative Code 6A-12.0765

Policy Approved: 02/26/08; 02/18/09; 11/24/09; 06/26/12; 01/27/15

Policy:

I. PURPOSE

The purpose of this Investment Policy (hereinafter "Policy") is to set forth the investment objectives and parameters for the management of the funds of the Florida SouthWestern State College District Board of Trustees, (hereinafter the "College"). This Policy is designed to ensure the prudent management of surplus funds, the availability of surplus funds when needed, and an investment return competitive with comparable funds and financial market indices.

II. SCOPE AND GENERAL GUIDELINES

- A. This Investment Policy applies to the surplus funds, in excess of those required to meet current expenses ("Fund") managed by the Investment Manager ("Manager"), for the benefit of the Florida SouthWestern State College District Board of Trustees.
- B. Management of the Fund shall be in accordance with Chapter 218.415, FS, State Board of Education rule 6A-14.0765, and Florida SouthWestern State College policy.
- C. Subject to the limitations provided above and throughout the Investment Policy, the Investment Manager shall have managerial discretion in terms of asset mix, security selection and timing of transactions.

III. INVESTMENT OBJECTIVES

Safety of Principal

The foremost objective of this investment program is the safety of the principal of those funds within the portfolios. Investment transactions shall seek to keep capital losses at a minimum, whether they are from securities defaults or erosion of market value. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.



Maintenance of Liquidity

The portfolios shall be managed in such a manner that funds are available to meet reasonably anticipated cash flow requirements in an orderly manner. Periodic cash flow analyses will be completed in order to ensure that the portfolios are positioned to provide sufficient liquidity.

Return on Investment

The portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of least importance compared to the safety and liquidity objectives described above. However, return is attempted through active management where the adviser utilizes a total return strategy (which includes both realized and unrealized gains and losses in the portfolio). This total return strategy seeks to increase the value of the portfolio through reinvestment of income and capital gains. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Despite this, an Investment Manager(s) may trade to recognize a loss from time to time to achieve a perceived relative value based on its potential to enhance the total return of the portfolio.

IV. DELEGATION OF AUTHORITY

Responsibility for the administration of the investment program is hereby delegated to the Vice President Administrative Services, who shall maintain an Investment Procedures and Internal Controls Manual based on this Policy. The Vice President Administrative Services shall be responsible for monitoring internal controls, administrative controls and to regulate the activities of the College's staff involved with the investment program. The College may employ an Investment Manager(s) to assist in managing some of the College's surplus funds. Such Investment Manager(s) must be registered under the Investment Advisers Act of 1940.

V. PRUDENCE AND ETHICAL STANDARDS

The standard of prudence to be used by investment officials shall be the "Prudent Person" standard and shall be applied in the context of managing the overall investment program. Investment officers acting in accordance with written procedures and this investment Policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectation are reported to the Board of Trustees in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this Policy. The "Prudent Person" rule states the following:

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived from the investment.

While the standard of prudence to be used by investment officials who are officers or employees is the "Prudent Person" standard, any person or firm hired or retained to invest, monitor, or advise concerning these assets shall be held to the higher standard of



“Prudent Expert”. The standard shall be that in investing and reinvesting moneys and in acquiring, retaining, managing, and disposing of investments of these funds, the contractor shall exercise: the judgment, care, skill, prudence, and diligence under the circumstances then prevailing, which persons of prudence, discretion, and intelligence, acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of like character and with like aims by diversifying the investments of the funds, so as to minimize the risk, considering the probable income as well as the probable safety of their capital.

VI. ETHICS AND CONFLICTS OF INTEREST

Employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Also, employees involved in the investment process shall disclose any material financial interests in financial institutions that conduct business with the College, and they shall further disclose any material personal financial/investment positions that could be related to the performance of the College’s investment program.

VII. INTERNAL CONTROLS AND INVESTMENT PROCEDURES

The Vice President Administrative Services will establish a system of internal controls as described in College Administrative Procedures No. 6037. The internal controls will be reviewed by Independent Auditors as part of any financial audit periodically required to ensure compliance with policies and procedures. The controls will be designed to prevent losses of public funds arising from fraud, employee error, and misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the College.

VIII. RISK AND DIVERSIFICATION

Investments held shall be diversified to the extent practicable to control the risk of loss resulting from over concentration of assets in a specific duration, issuer, instrument, dealer or bank through which financial instruments are bought and sold. Diversification strategies shall be reviewed and revised quarterly by the Vice President Administrative Services.

IX. CONTINUING EDUCATION

The Vice President Administrative Services, management designee and/or appropriate staff shall annually complete eight (8) hours of continuing education in subjects or courses of study related to investment practices and products.



X. AUTHORIZED INVESTMENT INSTITUTIONS AND DEALERS

The Investment Manager will maintain an approved list of investment institutions and dealers for the purchase and sale of securities. The Investment Manager is responsible for establishing and maintaining the approved list.

XI. MATURITY AND LIQUIDITY REQUIREMENTS

The Fund shall be constructed in such a manner as to provide sufficient liquidity to pay obligations as they come due. To the extent possible, investment maturities will be matched with known cash needs and anticipated cash-flow requirements, but in no event shall exceed five and a half (5.50) years.

XII. COMPETITIVE SELECTION OF INVESTMENT INSTRUMENTS

After the Investment Manager(s) has determined the approximate maturity date based on cash flow needs provided by the College and market conditions and has analyzed and selected one or more optimal types of investments, a minimum of three (3) Qualified Institutions and/or Primary Dealers must be contacted and asked to provide bids/offers on securities in questions. Bids will be held in confidence until the bid deemed to best meet the investment objectives is determined and selected.

However, if obtaining bids/offers are not feasible and appropriate, securities may be purchased utilizing the comparison to current market price method on an exception basis. Acceptable current market price providers include, but are not limited to:

- A. Telerate Information System
- B. Bloomberg Information Systems
- C. Wall Street Journal or a comparable nationally recognized financial publication providing daily market pricing
- D. Daily market pricing provided by the College's custodian or their correspondent institutions

Investment Manager(s) shall utilize the competitive bid process to select the securities to be purchased or sold. Selection by comparison to a current market price, as indicated above, shall only be utilized when, in judgment of the Investment Manager(s), competitive bidding would inhibit the selection process.



Examples of when this method may be used include:

- A. When time constraints due to unusual circumstances preclude the use of the competitive bidding process
- B. When no active market exists for the issue being traded due to the age or depth of the issue
- C. When a security is unique to a single dealer, for example, a private placement
- D. When the transaction involves new issues or issues in the “when issued” market

Overnight sweep investments or repurchase agreements will not be bid, but may be placed with the College’s depository bank relating to the demand account for which the sweep investments or repurchase agreement was purchased.

XIII. AUTHORIZED INVESTMENTS AND PORTFOLIO COMPOSITION

Investments should be made subject to the cash flow needs and such cash flows are subject to revisions as market conditions and the College’s needs change. However, when the invested funds are needed in whole or in part for the purpose originally intended or for more optimal investments, the Investment Manager(s) may sell the investment at the then-prevailing market price and place the proceeds into the proper account at the College’s custodian.

The following are the investment requirements and allocation limits on security types, issuers, and maturities as established by the College. The Vice President Administrative Services and/or Investment Manager(s) shall have the option to further restrict investment percentages from time to time based on market conditions, risk and diversification investment strategies. The percentage allocations requirements for investment types and issuers are calculated based on the original cost of each investment at the time of purchase. Investments not listed in this Policy are prohibited.

In the event of a ratings downgrade of a security, the Investment Manager(s) shall notify the Vice President Administrative Services within five business days of such a decline in the required rating. The Investment Manager(s) and the Vice President Administrative Services will review the individual facts and circumstances of the situation and determine an appropriate course of action.



In accordance with Section 218.415 (16), Florida Statutes, investments shall be limited to fixed income securities selected from the following types: Sector	Sector Maximum (%)	Per Issuer Maximum (%)	Minimum Ratings Requirement¹	Maximum Maturity
U.S. Treasury	100%	100%	N/A	5.50 Years
Other U.S. Government Guaranteed		10%		
Federal Agency/GSE: FNMA, FHLMC, FHLB, FFCB	75%	40% ⁴	N/A	5.50 Years
Federal Agency/GSE other than those above		10%		
Supranationals where U.S. is a shareholder and voting member	25%	10%	Highest ST or LT Rating (A-1+/P-1, AAA/Aaa, or equivalent)	5.50 Years
Corporates	50% ²	5% ³	Three Highest LT Rating Categories (A-/A3 or equivalent)	5.50 Years
Municipals	25%	5%	Highest ST or Three Highest LT Rating Categories (SP-1/MIG 1, A-/A3, or equivalent)	5.50 Years
Agency Mortgage-Backed Securities (MBS)	25%	40% ⁴	N/A	5.50Years ⁵ Avg. Life ⁵
Asset-Backed Securities (ABS)	25%	5%	Highest ST or LT Rating (A-1+/P-1, AAA/Aaa, or equivalent)	5.50 Years ⁵ Avg. Life ⁵
Non-Negotiable Certificate of Deposit and Savings Accounts	50%	25%	None, if fully collateralized.	2 Years
Commercial Paper (CP)	50% ²	5% ³	Highest ST Rating Category (A-1/P-1, or equivalent)	270 Days
Bankers' Acceptances (BAs)	10% ²	5% ³	Highest ST Rating Category (A-1/P-1, or equivalent)	180 Days
Repurchase Agreements (Repo or RP)	40%	20%	Highest Counterparty Rating Category (A-1/P-1, or equivalent)	1 Year
Money Market Funds (MMFs)	100%	25%	Highest Fund Rating by all NRSROs who rate the fund (AAAm/Aaa-mf, or equivalent)	N/A
Fixed-Income Mutual Funds	20%	20%	Subject to specific review and approval by governing body	N/A
Intergovernmental Pools (LGIPs)	100%	50%	Highest Fund Quality and Volatility Rating Categories by all NRSROs, if rated (AAAm/AAAf, S1, or equivalent)	N/A
Florida Local Government Surplus Funds Trust Funds ("Florida Prime")	25%	N/A	Highest Fund Rating by all NRSROs who rate the fund (AAAm/Aaa-mf, or equivalent)	N/A



In accordance with Section 218.415 (16), Florida Statutes, investments shall be limited to fixed income securities selected from the following types: Sector	Sector Maximum (%)	Per Issuer Maximum (%)	Minimum Ratings Requirement¹	Maximum Maturity
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Notes:

- ¹ Rating by at least one Nationally Recognized Statistical Ratings Organization ("NRSRO"). ST=Short-term; LT=Long-term.
 - ² Maximum allocation to all corporate and bank credit instruments is 50% combined.
 - ³ Maximum across all permitted investment sectors (excluding Treasuries, U.S. Federal Agencies, Agency MBS, Non-Negotiable CD's, Savings Accounts, Repos, Mutual Funds, LGIPs, and Florida Prime) is 5% combined per issuer.
 - ⁴ Maximum exposure to any one Federal agency, including the combined holdings of Agency debt and Agency MBS, is 40%.
 - ⁵ The maturity limit for MBS and ABS is based on the expected average life at time of purchase, measured using Bloomberg or other industry standard methods.
- * Federal National Mortgage Association (FNMA); Federal Home Loan Mortgage Corporation (FHLMC); Federal Home Loan Bank or its District banks (FHLB); Federal Farm Credit Bank (FFCB).

1. **U.S. Treasury** - U.S. Treasury obligations and obligations the principal and interest of which are backed by the full faith and credit of the U.S. Government.
2. **Federal Agency/GSE** - Debt obligations, participations or other instruments issued or fully guaranteed by any U.S. Federal agency, instrumentality or government-sponsored enterprise (GSE).
3. **Supranationals** – Debt obligations issued by multi-national financial organizations of which the U.S. is a shareholder and voting member, and which are denominated in U.S. dollars.
4. **Corporates** - Investment-grade corporate notes or bonds available for purchase in the U.S. and issued or guaranteed by a domestic corporation or financial institution.
5. **Municipals** - Investment-grade municipal debt obligations, whether taxable or tax-exempt, issued or guaranteed by a U.S. state or local government, agency, authority, municipality, subdivision or other municipal entity.
6. **Agency Mortgage Backed Securities** - Mortgage-backed securities (MBS), backed by residential, multi-family or commercial mortgages, that are fully guaranteed as to principal and interest by a U.S. Federal agency or government sponsored enterprise, including but not limited to pass-throughs, collateralized mortgage obligations (CMOs) and REMICs.
7. **Asset-Backed Securities** - Asset-backed securities (ABS) whose underlying collateral consists of loans, leases or receivables, such as auto loans/leases, credit card receivables, student loans, equipment loans/leases, or home-equity loans.



8. **Non-Negotiable Certificate of Deposit and Savings Accounts** - Non-negotiable interest bearing time certificates of deposit, or savings accounts in banks organized under the laws of this state or in national banks organized under the laws of the United States and doing business in this state, provided that any such deposits are secured by the Florida Security for Public Deposits Act, Chapter 280, FS.
9. **Commercial Paper** - Commercial paper available for purchase in the U.S. and issued or guaranteed by a domestic corporation, company, financial institution or trust, including both unsecured debt and asset-backed programs.
10. **Bankers' Acceptances** - Bankers' acceptances issued, drawn on, or guaranteed by a U.S. bank or U.S. branch of a foreign bank.
11. **Repurchase Agreements** - Repurchase agreements (Repo or RP) that meet the following requirements:
 - a. Must be governed by a signed SIFMA Master Repurchase Agreement.
 - b. Must use a third party custodian to hold collateral, and may be of deliverable or tri-party form.
 - c. Acceptable collateral includes only securities that are direct obligations of, or that are fully guaranteed by, the United States or any agency of the United States, or U.S. Agency-backed mortgage related securities.
 - d. Collateral must at all times have a current market value of at least 102% of the current value of the principal and accrued interest of the agreement.
 - e. Final term of the agreement must be 1 year or less.
12. **Money Market Funds** - Shares in open-end and no-load money market funds, provided such funds are registered under the Investment Company Act of 1940, seek to maintain a \$1.00 net asset value, and operate in accordance with 17 CFR §270.2a-7.

A thorough investigation of any money market fund is required prior to investing, and on an annual basis. Attachment B is a questionnaire that contains a list of questions, to be answered prior to investing, that cover the major aspects of any investment pool/fund. A current prospectus must be obtained.

13. **Fixed-Income Mutual Funds** - Shares in fixed-income mutual funds, but only after review and approval by the governing body.
14. **Local Government Investment Pools** – Intergovernmental, local government or state-sponsored investment pools that are authorized pursuant to the Florida Interlocal Cooperation Act, as provided in s. 163.01, FS.



A thorough investigation of any intergovernmental investment pool is required prior to investing, and on an annual basis. Attachment B is a questionnaire that contains a list of questions, to be answered prior to investing, that cover the major aspects of any investment pool/fund. A current prospectus must be obtained.

15. **The Florida Local Government Surplus Funds Trust Funds (“Florida Prime”)** A thorough investigation of the Florida Prime is required prior to investing, and on an annual basis. Attachment B is a questionnaire that contains a list of questions, to be answered prior to investing, that cover the major aspects of any investment pool/fund. A current prospectus or portfolio report must be obtained.

Portfolio Limits and Other Specifications

1. All investments must be denominated in U.S. dollars.
2. All limits and rating requirements apply at time of purchase.
3. Ratings requirements are for any one Nationally Recognized Statistical Ratings Organization (“NRSRO”).
4. Maturity and average life are measured from settlement date.
5. The maximum maturity (or average life for MBS/ABS) from settlement of any investment is five and a half (5.50) years.
6. The minimum credit quality of any investment in the portfolio is A-/A3 long-term, or A-1/P-1 short-term, or its equivalent, by one NRSRO.
7. The maximum effective duration of the aggregate portfolio is three (3) years.
8. The maximum investment in any issuer (excluding U.S. Treasuries, U.S. Federal Agencies, Agency MBS, Non-Negotiable CD’s, Savings Accounts, Repos, Mutual Funds, LGIPs, and Florida Prime) across all permitted investment types cannot exceed 5 percent.
9. Investment in callable, step-up callable and puttable securities is permitted.
10. Investment in variable-rate and floating-rate securities is permitted.
11. Subordinated, secured and covered debt is permitted if it meets the ratings requirements for the sector.
12. Zero coupon issues and strips are permitted, except for MBS.
13. Treasury TIPS are permitted.
14. Should a security fall below the minimum credit rating requirement dictated by this policy, the Investment Advisor will notify the College.



15. **The following are NOT PERMITTED:**

- a. Reverse repurchase agreements
- b. Floating rate securities whose coupon floats inversely to an index or whose coupon is determined based upon more than one index
- c. Tranches of Collateralized Mortgage Obligations (CMO) which receive only the interest or principal from the underlying mortgage securities; commonly referred to as "IO's" and "PO's"
- d. Derivatives and other securities whose future coupon may be suspended because of the movement of interest rates or an index. The only exceptions allowed are (1) "plain vanilla" floating rate notes which would have their coupon rate of interest directly linked to a published interest rate index such as LIBOR or U.S. Treasury Bills and (2) other authorized investments specifically listed above which, by the most strict interpretation, may be considered a derivative (e.g. AAA-rated Asset-Backed and Mortgage-Backed Securities).
- e. Any financial institution or company domiciled in the United States, or foreign subsidiary of a company domiciled in the United States, which directly or through a United States or foreign subsidiary makes any loan, extends credit of any kind or character, advances funds in any manner, or purchases or trades any goods or services with Cuba, the government of Cuba, or any company doing business in Cuba in violation of federal law.
- f. Any financial institution or company domiciled outside of the United States if the President of the United States has applied sanctions against the foreign country in which the institution or company is domiciled pursuant to Sec. 4 of the Cuban Democracy Act of 1992.
- g. Derivatives (other than callables, and traditional floating or variable-rate instruments)
- h. Futures and options
- i. Convertible debt
- j. Equities
- k. Mutual funds, other than money market funds, unless specifically approved by the governing body
- l. Mortgage-backed Interest-only (I/Os) and principal-only (P/Os) structures
- m. Inverse floating-rate instruments
- n. Leveraged floating-rate instruments
- o. Currency, equity or index-linked notes or other structures that could return less than par at maturity
- p. Range notes
- q. Use of leverage
- r. Short sales



XIV. PERFORMANCE MEASUREMENT

In order to assist in the evaluation of the portfolios' performance, the College will use performance benchmarks for short-term and long-term portfolios. The use of benchmarks will allow the College to measure its returns against other investors in the same markets.

- A. The short-term investment portfolio shall be evaluated in comparison with the weighted average return (net book value rate of return) of the Standard and Poor's Rated GIP Index/Government Index's gross of fees average yield for the last 30 days. The Standard & Poor's GIP Index/Government Index represents Government Investment Pools that maintain a stable net asset value of \$1 per share with a weighted average maturity of 60 days and is rated in Standard & Poor's two highest money market fund rating categories: "AAAm" and "AAm." Investments of current operating funds shall have maturities of no longer than twelve (12) months.
- B. Investment performance of funds designated as core funds (or "Investment Portfolio") and other non-operating funds that have a longer-term investment horizon will be compared to the Bank of America Merrill Lynch 1-3 Year U.S. Treasury Note Index or the Bank of America Merrill Lynch 1-5 Year U.S. Treasury Note Index, and the portfolio's total rate of return will be compared to the appropriate benchmark. The appropriate index will have a duration and asset mix that approximates the portfolios and will be utilized as a benchmark to be compared to the portfolios' total rate of return.

XV. REPORTING

Unless otherwise indicated, the following are the responsibilities expected of the Investment Manager:

- A. Monthly reporting of holdings and transactions occurring in the Fund to the Florida SouthWestern State College. This report is to include at least (1) all assets held by the Fund by class/type, book value, approximate market value, income earned, accrued income and (2) all transactions occurring in the Fund during the month.
- B. Quarterly reporting of the Fund's performance. The Investment Manager will report the Fund's total rate of return, which reflects the true earnings of the Fund and incorporates cash flows, changes in market value and income earned to the Florida SouthWestern State College. The report will also include:



- a) Recent market conditions, economic developments and anticipated investment conditions.
- b) The investment strategies employed in the most recent quarter.
- c) A description of all securities held in investment portfolios at month-end.
- d) The total rate of return for the quarter, year-to-date and prior twelve (12) month period versus appropriate benchmarks.

Any areas of the Policy concern warranting possible revisions to current or planned investment strategies. The market values presented in these reports will be consistent with accounting guidelines in GASB Statement 31 and future GASB Statements.

- C. Calculation of the Fund's total rate of return will comply with the performance measurement standards in accordance with The CFA Institute's Global Investment Performance Standards (GIPS).

XVI. THIRD-PARTY CUSTODIAL AGREEMENTS

All securities purchased by Florida SouthWestern State College or by its approved Investment Manager under this Policy shall be properly designated as an asset of the College and held in safe keeping by a third party custodial bank or other third party custodial institution. A third party custodian is defined as any bank depository chartered by the Federal Government, the State of Florida, or any other state or territory of the United States which has a branch or principal place of business in the State of Florida, or by a national association organized and existing under the laws of the United States which is authorized to accept and execute trusts and which is doing business in the State of Florida. Certificates of deposits will be placed in the provider's safekeeping department for the term of the deposit.

If a bank or trust company serves in the capacity of Investment Manager, said bank or trust company could also perform required custodial and reporting services. No withdrawal of securities, in whole or in part, shall be made from safekeeping except by those designated within the Investment Management and Custodial Agreement between the Custodian and the College.

The custodian shall provide the Vice President Administrative Services or designee with safekeeping statements that provide detail information on the securities held by the custodian. On a monthly basis, the custodian will also provide reports that list all securities held for the College, the book value of holdings and the market value as of month-end.



Security transactions between a broker/dealer and the custodian involving the purchase or sale of securities by transfer of money or securities must be made on a “delivery vs. payment” basis, if applicable, to ensure that the custodian will have the security or money, as appropriate, in hand at the conclusion of the transaction. Securities held as collateral shall be held free and clear of any liens.

XVII. MASTER REPURCHASE AGREEMENT

All approved institutions and dealers transacting repurchase agreements are to execute and perform as stated in the Securities Industry and Financial Markets Association (SIFMA) master repurchase agreement and all transactions are to adhere to the requirements of the SIFMA master repurchase agreement.



Tuition and Fees

Student fees are established by the Board of Trustees upon the recommendation of the President and are published annually in the college catalog and the college's schedule of classes. Instructional programs encompassed by these fees include college credit instruction leading to an Associate in Arts (AA), Associate in Science (AS), Bachelor's of Science (BS) and Bachelor of Applied Science (BAS) degrees, as well as Career Certificate and Applied Technology Diplomas. The State Board of Education annually adopts a standard tuition rate for the following fall term for Lower Level Credit Programs, Upper Level Credit Programs, Career Certificate and Applied Technology Diploma Programs and Adult General Education and Vocational Preparatory from which the college may vary no more than 10% below or 15% above the standard rate. In addition, the college is allowed, and has elected, to establish a separate student activity and service fee, not to exceed 10% of tuition, a financial aid fee not to exceed 5% of the total student tuition or out-of-state fees, a capital improvement fee not to exceed 20% of tuition for resident students and a technology fee not to exceed 5% of tuition. Fees charged for continuing workforce education must support the associated costs of the program. Other user fees pertaining to instructional and non-instructional services may also be established.





Tuition and Fees

Resident Student Fees per Credit Hour

	Lower Level Credit Programs	Upper Level Credit Programs	Career Certificate & Applied Technology Diploma Programs	Continuing Workforce Education
Tuition	\$81.21	\$91.79	\$72.03	\$106.00
Financial Aid Fee	\$4.07	\$4.59	\$7.21	\$0.00
Activity Fee	\$8.13	\$9.18	\$0.00	\$0.00
Capital Improvement Fee	\$13.88	\$13.56	\$0.00	\$0.00
Technology Fee	\$4.07	\$4.59	\$3.61	\$0.00
Total	\$111.36	\$123.71	\$82.85	\$106.00

Fees for Total Academic Year (30 credit hours)	\$3,340.80	\$3,711.30	\$2,485.44	\$3,180.00
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Non-Resident Student Fees per Credit Hour

	Lower Level Credit Programs	Upper Level Credit Programs	Career Certificate & Applied Technology	Continuing Workforce Education
Tuition (Resident Portion)	\$81.21	\$91.79	\$72.03	\$106.00
Tuition (Non-Resident Portion)	\$243.79	\$511.41	\$216.08	\$0.00
Financial Aid Fee	\$16.25	\$30.16	\$28.82	\$0.00
Activity Fee	\$8.13	\$9.18	\$0.00	\$0.00
Capital Improvement Fee	\$65.00	\$120.64	\$0.00	\$0.00
Technology Fee	\$16.25	\$30.16	\$14.41	\$0.00
Total	\$430.63	\$793.34	\$331.34	\$106.00

Fees for Total Academic Year (30 credit hours)	\$12,918.90	\$23,800.20	\$9,940.25	\$3,180.00
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Testing, Application and Other Fees

TESTING FEES

CLEP Administrative Fee	\$25.00
Placement Test, Other FL Colleges/Universities	\$25.00
Test Proctoring, Other Colleges/Universities	\$40.00

CERTIFICATION FEES

Certification Exam up to 2 hours	\$75.00
Certification Exam up to 3 hours	\$100.00
Certification Exam up to 4 hours	\$125.00
Certification Exam up to/exceeding 5 hours	\$150.00

APPLICATION FEES

Application to FSW -Non-Degree Seeking	\$20.00
Application to FSW - US Citizen	\$30.00
Application to FSW - Non-US Citizen	\$60.00
Application Fee - Cardiovascular Technology Program	\$15.00
Application Fee - Dental Hygiene Program	\$15.00
Application Fee - EMS/Paramedic Program	\$15.00
Application Fee - Nursing Program	\$15.00
Application Fee - Radiologic Tech. Program	\$15.00
Application Fee - Respiratory Care Program	\$15.00
Application Fee - Fire Academy	\$325.00

OTHER FEES

Student Access/ID Fee (New)	\$30.00
Student Access/ID Fee (Replacement)	\$15.00
Lost Library Materials	\$42.00
Short-Term Loan Application Fee (non-refundable)	\$20.00
Tuition Installment Plan - Process Fee (non-refundable)	\$5.00
Dental Clinic Fee - Adult	\$40.00
Dental Clinic Fee - Child	\$30.00
Dental Clinic Periodontal Checkup - Adult	\$10.00
Dental Clinic Fee - Sealant	\$5.00
* Distance Learning (Per Credit Hour)	\$15.00
Parking Fine	\$15.00
Parking Fine- Handicapped	\$50.00
Parking Fee (Per Credit Hour)**	\$2.00
** Not applicable to FSW Online Courses	
Convenience Fee	\$6.00
Transcript Request (each)	\$5.00
Late Registration/payment fee	\$75.00



School of Business and Technology

Course Fees

* ACG 1001	Accounting I	\$15.00	* CTS 2142	Introduction to Project Management	\$20.00
* ACG 2011	Financial Accounting II	\$15.00	* CTS 2306	Configuring Windows	\$20.00
* ACG 2021	Financial Accounting	\$15.00	* CTS 2307	Windows Management	\$20.00
* ACG 2450	Accounting Software Applications	\$20.00	* CTS 2321	Linux Internet Servers	\$20.00
* ACG 2071	Managerial Accounting	\$15.00	* CTS 2334	Microsoft Windows Servers	\$20.00
* ACG 2500	Govt & Non for Profit Accounting	\$15.00	* CTS 2339	Microsoft Server Exchange	\$20.00
ACG 2930	Special Topics / Capstone - Accounting	\$30.00	* CTS 2346	Microsoft Windows Server Administration	\$20.00
* ACG 3024	Accounting for Non-Accounting Majors	\$20.00	* CTS 2392	Configuring Advanced Windows Servers	\$20.00
* ACG 3074	Managerial Accounting/Non-Accounting Major	\$20.00	* CTS 2655	Internet Working w/ Cisco Routers	\$20.00
* ACG 3113	Intermediate Accounting II	\$20.00	* CTS 4408	Database Administration	\$15.00
* ACG 3341	Cost Accounting	\$20.00	* EET 1084C	Introduction to Electronics	\$25.00
* ACG 3401	Accounting Information Systems	\$20.00	* EGS 1001	Intro to Engineering	\$5.00
* ACG 3632	Auditing Theory & Application	\$20.00	* ENT 3003	Entrepreneurship I	\$20.00
* ACG 4123	Intermediate Accounting III	\$20.00	* ENT 3172	Special Role of Franchising	\$20.00
* BCN 1040	Intro to Sustainability in Constr	\$5.00	* ENT 4004	Entrepreneurship II	\$20.00
* BCN 1230C	Materials & Methods of Construction	\$5.00	* ETD 1103C	Engineering Graphics I - AutoCAD	\$10.00
* BCN 1272	Blueprint Reading	\$5.00	* ETD 1320	Computer Aided Drafting	\$10.00
* BCN 2710	Construction Procedures	\$5.00	* ETD 1530	Drafting & Design	\$10.00
* BCT 1760	Building Codes	\$5.00	* ETD 2340	Advanced Computer Aided Drafting	\$10.00
* BCT 2708	Advanced Construction Project Mgmt	\$5.00	ETD 2930	Special Topics / Capstone - Engineering	\$20.00
* BCT 2730	Construction Management	\$5.00	* ETI 1110C	Intro to Quality Assurance	\$25.00
* BUL 2241	Business Law	\$25.00	* ETI 1420C	MFG Processes and Materials	\$25.00
* CAP 2140	Digital Forensics I	\$20.00	* ETI 1701	Industrial Safety	\$25.00
* CAP 2141	Digital Forensics II	\$20.00	* ETM 1010	Measurement & Instrumentation	\$25.00
* CGS 1000	Data Processing Concepts	\$15.00	* FIN 2001	Business Finance	\$15.00
* CGS 1100	Microcomputer Skills	\$15.00	* FIN 2100	Personal Finance	\$15.00
* CGS 2108	Computer Applications with Flowcharting	\$15.00	* FIN 3400	Financial Management I	\$20.00
* CGS 2135	Introduction to Computer Forensics	\$20.00	* FIN 3414	Financial Management II	\$20.00
CGS 2260	Computer Hardware & Software Maint.	\$40.00	* GEB 2930	Special Topics / Capstone - Business	\$15.00
* CGS 2511	Adv Spreadsheet Computing	\$20.00	GIS 1040	Geographic Information Systems	\$20.00
* CGS 2811	Disaster Recover/Incident Resp	\$15.00	GIS 1045	Geo. Info. Systems Customization	\$20.00
* CGS 4183	Web Design for E-Commerce	\$15.00	ISM 4153	Enterprise Information Systems	\$15.00
* CIS 2321	Data Systems & Management	\$20.00	ISM 4220	Distrib Information Systems	\$10.00
* CIS 4891	Senior Capstone Project	\$10.00	ISM 4323	Infor Security Policy Admin	\$10.00
* CJE 1640	Intro to Crime Scene Technology	\$5.00	* MAN 3081	Intro to E-Business	\$10.00
* CJE 2602	Computerized Crime Scene Graphic	\$25.00	* MAN 3864	Managing Family Business	\$10.00
* CJE 2643C	Advanced Crime Scene Technology	\$20.00	* MAN 4441	Negotiation	\$10.00
CJE 2649	Forensic Death Investigation	\$40.00	* MAN 4570	Retail Logistics Management	\$10.00
CJE 2670	Introduction for Forensic Science	\$10.00	MAN 4723	Strategic Management Capstone	\$30.00
* CJE 2671	Latent Fingerprint Development	\$15.00	MAN 4915	Management Capstone	\$30.00
* CJE 2677	Modern Fingerprinting Technology	\$35.00	* MAR 3231	Retailing Management I	\$10.00
* CJE 2711	Criminal Justice Capstone	\$30.00	* MAR 3232	Retailing Management II	\$10.00
* CJE 2770C	Crime Scene Photography	\$15.00	* MAR 3860	Salesmanship & Cust Rel Mgmt	\$10.00
* CJL 2610	Courtroom Presentation of Scientific Evidence	\$5.00	* MTB 1103	Business Mathematics	\$15.00
* CNT 1000	Networking Essentials	\$20.00	* PLA 1003	Intro to Paralegal Studies	\$25.00
* CNT 1512	Wireless Network Administration	\$20.00	* PLA 1103	Legal Research & Writing I	\$25.00
* CNT 3504	Networks & Distrib Processing	\$15.00	* PLA 2114	Legal Research & Writing II	\$25.00
* CNT 4514	Wireless Network/Portable Devices	\$15.00	* PLA 2200	Litigation	\$25.00
* CNT 4524	Mobile Security	\$15.00	* PLA 2202	Torts	\$25.00
* COP 1000	Intro to Computer Programming - Visual Basic	\$20.00	* PLA 2600	Wills, Trusts & Probate Admin	\$25.00
* COP 1224	Programming with C++	\$20.00	* PLA 2610	Real Estate Law & Property	\$25.00
* COP 1822	Internet Programming - HTML	\$20.00	* PLA 2763	Law Office Management	\$25.00
* COP 2171	Visual Basic Programming	\$20.00	* PLA 2800	Family Law	\$25.00
* COP 2228	Advanced C++	\$20.00	* PLA 2880	Construction Law	\$25.00
* COP 2360	C# Programming I	\$20.00	PLA 2942	Paralegal Internship-Malpractice Insurance	\$10.00
* COP 2362	C# Programming II	\$20.00	* PLA 2930	Special Topics / Capstone - Paralegal	\$25.00
* COP 2700	Database Programming	\$20.00	* RMI 2001	Prin of Risk Management	\$15.00
* COP 2800	JAVA Programming	\$15.00	* SUR 1100C	Surveying	\$10.00
* COP 2823	Adv Microsoft Web Development	\$15.00	* SUR 2140C	Advanced Surveying	\$10.00
* COP 2830	Internet Programming - HTML II	\$15.00	* TAX 2000	Federal Tax Accounting I	\$15.00
* CTS 1131	A+ Hardware	\$20.00	* TAX 2010	Federal Tax Accounting II	\$15.00
* CTS 1133	A+ Software	\$20.00	* TAX 2401	Trusts, Estates and Gifts	\$15.00
* CTS 2120	Computer & Network Security (Security +)	\$20.00			



Course Fees con't

School of Arts, Humanities and Social Sciences

ART 1201C	Basic Design	\$35.00	MVP 2321	Applied Music - Percussion	\$100.00
ART 1203C	Three-dimensional Design	\$35.00	MVS 1212	Applied Music - Viola	\$50.00
ART 1300C	Drawing I	\$35.00	MVS 1213	Applied Music - Cello	\$50.00
ART 1301C	Drawing II	\$35.00	MVS 1214	Applied Music - String Bass	\$50.00
ART 2750C	Ceramics	\$35.00	MVS 1216	Applied Music - Guitar	\$50.00
ART 2751C	Ceramics II	\$35.00	MVS 1311	Applied Music - Violin	\$100.00
CRW 2001	Creative Writing	\$35.00	MVS 1312	Applied Music - Viola	\$100.00
CRW 2002	Creative Writing II	\$35.00	MVS 1313	Applied Music - Cello	\$50.00
ENC 0022	Writing for College Success	\$55.00	MVS 1314	Applied Music - String Bass	\$100.00
ENC 1101	Composition I	\$35.00	MVS 1316	Applied Music - Guitar	\$100.00
ENC 1102	Composition II	\$35.00	MVS 2221	Applied Music - Violin	\$50.00
FRE 1120	Elementary French I	\$15.00	MVS 2222	Applied Music - Viola	\$50.00
FRE 1121	Elementary French II	\$15.00	MVS 2223	Applied Music - Cello	\$50.00
GER 1120	German I	\$15.00	MVS 2224	Applied Music - String Bass	\$50.00
GER 1121	German II	\$15.00	MVS 2226	Applied Music - Guitar	\$50.00
HUM 2211	Ancient World Through Medieval	\$5.00	MVS 2321	Applied Music - Violin	\$100.00
HUM 2235	Renaissance Through Age of Reason	\$5.00	MVS 2322	Applied Music - Viola	\$100.00
HUM 2250	Humanities - Romantic To Present	\$5.00	MVS 2323	Applied Music - Cello	\$100.00
HUM 2510	Humanities Through the Arts	\$5.00	MVS 2324	Applied Music - String Bass	\$100.00
HUM 2930	Humanities - Great Human Question	\$5.00	MVS 2326	Applied Music - Guitar	\$100.00
MVB 1211	Applied Music - Trumpet	\$50.00	MVS 1211	Applied Music - Violin	\$50.00
MVB 1212	Applied Music - Horn	\$50.00	MVV 1211	Applied Music - Voice	\$50.00
MVB 1213	Applied Music - Trombone	\$50.00	MVV 1311	Applied Music - Voice	\$100.00
MVB 1214	Applied Music - Baritone Horn	\$50.00	MVV 2221	Applied Music - Voice	\$50.00
MVB 1215	Applied Music - Tuba	\$50.00	MVV 2321	Applied Music - Voice	\$100.00
MVB 1311	Applied Music - Trumpet	\$100.00	MWW 1211	Applied Music - Flute	\$50.00
MVB 1312	Applied Music - Horn	\$100.00	MWW 1212	Applied Music - Oboe	\$50.00
MVB 1313	Applied Music - Trumpet	\$100.00	MWW 1213	Applied Music - Clarinet	\$50.00
MVB 1314	Applied Music - Baritone Horn	\$100.00	MWW 1214	Applied Music - Bassoon	\$50.00
MVB 1315	Applied Music - Tuba	\$100.00	MWW 1215	Applied Music - Saxophone	\$50.00
MVB 2221	Applied Music - Trumpet	\$50.00	MWW 1311	Applied Music - Flute	\$100.00
MVB 2222	Applied Music - Horn	\$50.00	MWW 1312	Applied Music - Oboe	\$100.00
MVB 2223	Applied Music - Trombone	\$50.00	MWW 1313	Applied Music - Clarinet	\$100.00
MVB 2224	Applied Music - Baritone Horn	\$50.00	MWW 1314	Applied Music - Bassoon	\$100.00
MVB 2225	Applied Music - Tuba	\$50.00	MWW 1315	Applied Music - Saxophone	\$100.00
MVB 2321	Applied Music - Trumpet	\$100.00	MWW 2221	Applied Music - Flute	\$50.00
MVB 2322	Applied Music - Horn	\$100.00	MWW 2222	Applied Music - Oboe	\$50.00
MVB 2323	Applied Music - Trombone	\$100.00	MWW 2223	Applied Music - Clarinet	\$50.00
MVB 2324	Applied Music - Baritone Horn	\$100.00	MWW 2224	Applied Music - Bassoon	\$50.00
MVB 2325	Applied Music - Tuba	\$100.00	MWW 2225	Applied Music - Saxophone	\$50.00
MVK 1211	Applied Music - Piano	\$50.00	MWW 2321	Applied Music - Flute	\$100.00
MVK 1212	Applied Music - Harpsichord	\$50.00	MWW 2322	Applied Music - Oboe	\$100.00
MVK 1213	Applied Music - Organ	\$50.00	MWW 2323	Applied Music - Clarinet	\$100.00
MVK 1311	Applied Music - Piano	\$100.00	MWW 2324	Applied Music - Bassoon	\$100.00
MVK 1312	Applied Music - Harpsichord	\$100.00	MWW 2325	Applied Music - Saxophone	\$100.00
MVK 1313	Applied Music - Organ	\$100.00	PGY 2401C	Photography I	\$35.00
MVK 2221	Applied Music - Piano	\$50.00	PGY 2404C	Photography II	\$35.00
MVK 2222	Applied Music - Harpsichord	\$50.00	PGY 2410C	Photography II	\$35.00
MVK 2223	Applied Music - Organ	\$50.00	* SPC 2608	Intro to Public Speaking	\$20.00
MVK 2321	Applied Music - Piano	\$100.00	SPC 1017	Fundamentals of Speech Communications	\$20.00
MVK 2322	Applied Music - Harpsichord	\$100.00	SPN 1120	Beginning Spanish I	\$15.00
MVK 2323	Applied Music - Organ	\$100.00	SPN 1121	Beginning Spanish II	\$15.00
MVP 1211	Applied Music - Percussion	\$50.00	WOH 1012	World Civilization I	\$5.00
MVP 1311	Applied Music - Percussion	\$100.00	WOH 1023	World Civilization II	\$5.00
MVP 2221	Applied Music - Percussion	\$50.00	WOH 1030	World Civilization III	\$5.00

School of Pure and Applied Sciences

BSC 1010L	Biological Science I	\$42.00	MAC 2311	Calculus with Analytic Geometry I	\$35.00
BSC 1011L	Biological Science II	\$42.00	MAC 2312	Calculus with Analytic Geometry II	\$35.00
BSC 1050C	Man & the Environment Lab	\$42.00	MAC 2313	Calculus with Analytic Geometry III	\$35.00
BSC 1051C	Environmental Biology: So FL Lab	\$42.00	MAP 2302	Differential Equations	\$35.00
BSC 1084C	Anatomy and Physiology	\$42.00	MAT 0057	Mathematics for College Success	\$55.00
* BSC 1085C	Anatomy & Physiology I Lab	\$42.00	MAT 1033	Intermediate Algebra	\$35.00
* BSC 1086C	Anatomy & Physiology II	\$42.00	MCB 2010C	Microbiology	\$42.00
CHM 2025L	Intro to College Chemistry I Lab	\$55.00	MGF 1106	Mathematics for Liberal Arts I	\$35.00
CHM 2032L	General Chemistry for Health Sciences Lab	\$55.00	MGF 1107	Mathematics for Liberal Arts II	\$35.00
CHM 2045L	General Chemistry I Lab	\$55.00	* OCB 1000C	The Living Ocean	\$45.00
CHM 2046L	General Chemistry II Lab	\$55.00	OCB 2010L	Marine Biology Lab	\$42.00
CHM 2210L	Organic Chemistry I Lab	\$55.00	* OCE 1001C	Intro to Oceanography	\$45.00
CHM 2211L	Organic Chemistry II Lab	\$55.00	PCB 3023C	Cell Biology	\$27.00
ISC 1001C	Foundation of Interdisciplinary Science I	\$55.00	PCB 3043C	General Ecology with Lab	\$27.00
ISC 1002C	Foundation of Interdisciplinary Science II	\$55.00	PCB 3063C	Genetics	\$27.00
MAC 1105	College Algebra	\$35.00	PHY 2048L	General Physics I Lab	\$55.00
MAC 1106	Combined College Algebra/Precalculus	\$35.00	PHY 2049L	General Physics II Lab	\$55.00
MAC 1114	Trigonometry	\$35.00	PHY 2053L	College Physics I Lab	\$55.00
MAC 1140	Precalculus Algebra	\$35.00	PHY 2054L	College Physics II Lab	\$55.00
MAC 1147	Precalculus Algebra/Trigonometry	\$35.00	STA 2023	Introduction to Statistics	\$35.00
MAC 2233	Calculus for Business/Social/Life Sciences	\$35.00			



Course Fees con't

School of Health Professions

CVT 1800L	Cardiovascular Pre Practicum I	\$75.00	* DEH 2808L	Dental Hygiene V Clinical	\$410.00
CVT 1801L	Cardiovascular Pre Practicum II	\$75.00	DES 1020C	Dental Anatomy	\$340.00
CVT 1800L	Cardiovascular Prepracticum Program Insurance	\$10.00	DES 1100C	Dental Hygiene Program Insurance	\$10.00
* CVT 2420C	Invasive Cardiology I	\$40.00	DES 1100C	Dental Materials	\$410.00
* CVT 2421C	Invasive Cardiology II	\$40.00	DES 1200C	Dental Radiology	\$410.00
CVT 2805C	Cardiovascular Intervention Pre-Practicum	\$75.00	DES 2832C	Expanded Functions Lab	\$240.00
CVT 2840L	Cardiovascular Technology Program Insurance	\$10.00	EMS 2119L	Fundamentals of EMS Care Lab	\$275.00
* CVT 2840L	Cardiovascular Practicum II	\$75.00	EMS 2119L	Fundamentals of EMS Care - (Sim Lab)	\$65.00
* CVT 2841L	Cardiovascular Practicum III	\$75.00	* EMS 2421	EMT Practicum Insurance	\$10.00
* CVT 2842L	Cardiovascular Practicum IV	\$75.00	* EMS 2601L	Paramedic Laboratory I	\$375.00
DEH 1002L	Dental Hygiene Preclinical	\$410.00	* EMS 2601L	Paramedic Laboratory I - (Sim Lab)	\$65.00
DEH 1802L	Dental Hygiene II Clinical	\$410.00	* EMS 2602L	Paramedic Laboratory II	\$375.00
DEH 2702L	Community Dental Health Lab	\$240.00	* EMS 2602L	Paramedic Laboratory II - (Sim Lab)	\$65.00
DEH 2804L	Dental Hygiene III Clinical	\$410.00	* EMS 2646	Paramedic Clinical Experience	\$225.00
DEH 2806	Dental Hygiene Program Insurance	\$10.00	* EMS 2648	Paramedic Field Experience - Prog Insurance	\$10.00
* DEH 2806L	Dental Hygiene IV Clinical	\$410.00	* EMS 2648	Paramedic Field Experience	\$225.00
* EMS 2661	Paramedic Field Internship	\$225.00	NUR 2424L	Maternal Nursing Concepts Clinical	\$300.00
* EMS 2677L	Paramedic Laboratory III	\$375.00	NUR 2424L	Maternal Nursing Concepts Clinical (Sim Lab)	\$65.00
* EMS 2677L	Paramedic Laboratory III - (Sim Lab)	\$65.00	* NUR 2440L	Child & Women's Health Clinic	\$300.00
FFP 0010C	Firefighter I Minimum Standards	\$850.00	* NUR 2440L	Child & Women's Health Clinic - (Sim Lab)	\$65.00
FFP 0020C	Firefighter I Minimum Standards	\$850.00	* NUR 2520L	Mental Health Nursing Clinical	\$300.00
FFP 1304	Fire Apparatus Operations	\$40.00	NUR 2941L	Clinical Preceptorship	\$200.00
* HIM 2724	Basic ICD-10 Coding	\$50.00	RET 1275C	Clinical Care Techniques - Program Insurance	\$10.00
HIM 2253	Basic CPT-4 Coding	\$50.00	RET 1275C	Clinical Care Techniques	\$350.00
HIM 2283	Advanced Coding and Reimbursement	\$50.00	RET 1275C	Clinical Care Techniques (Sim Lab)	\$65.00
HIM 2813	Professional Practice Experience II	\$50.00	RET 1832L	Clinical Practicum I	\$400.00
* HIM 2940	Professional Practice Experience III	\$20.00	RET 1832L	Clinical Practicum I (Sim Lab)	\$65.00
* NUR 1020	Health & Wellness Across Lifespan - Prog Insurance	\$10.00	RET 2234C	Respiratory Care I	\$200.00
* NUR 1020L	Health & Wellness Clinical	\$200.00	RET 2234C	Respiratory Care I (Sim Lab)	\$65.00
* NUR 1020L	Health & Wellness Clinical - (Sim Lab)	\$65.00	RET 2254C	Respiratory Care Therapeutics	\$200.00
* NUR 1025L	Health & Wellness Practicum	\$300.00	RET 2264C	Respiratory Care II	\$250.00
* NUR 1034L	Health to Illness Clinical	\$300.00	RET 2714	NeoNatal Pediatrics (Sim Lab)	\$65.00
* NUR 1034L	Health to Illness Clinical - (Sim Lab)	\$65.00	RET 2874L	Clinical Practicum II	\$850.00
NUR 1211L	Adult Nursing I Clinical	\$200.00	RET 2874L	Respiratory Care Program Insurance	\$10.00
NUR 1211L	Adult Nursing I Clinical (Sim Lab)	\$65.00	RET 2875L	Clinical Practicum III	\$850.00
* NUR 1214L	Health to Illness Practicum	\$300.00	RET 2876L	Clinical Practicum IV	\$650.00
* NUR 2033L	Health Alterations Clinical	\$300.00	RTE 1503L	Radiographic Positioning I Lab	\$200.00
* NUR 2033L	Health Alterations Clinical - (Sim Lab)	\$65.00	RTE 1503L	Radiologic Tech. Program Insurance	\$10.00
* NUR 2244L	Complex Health Prob Clinical	\$300.00	RTE 1804	Radiology Practicum I	\$200.00
* NUR 2244L	Complex Health Prob Clinical - (Sim Lab)	\$65.00	RTE 1814	Radiology Practicum II	\$200.00
NUR 2260L	Advanced Adult Nursing II Clinical	\$300.00	RTE 1824	Radiologic Tech. Program Insurance	\$10.00
NUR 2260L	Advanced Adult Nursing II Clinical (Sim Lab)	\$65.00	RTE 1824	Radiology Practicum III	\$200.00
NUR 2310	Nursing Program Insurance	\$10.00	RTE 2834	Radiology Practicum IV	\$200.00
NUR 2310L	Pediatric Nursing Clinical	\$300.00	RTE 2844	Radiology Practicum V	\$200.00
NUR 2310L	Pediatric Nursing Clinical (Sim Lab)	\$65.00			

School of Education

CHD 1120	Infant/Toddler Development	\$5.00	EEC 1947	Early Childhood Practicum II	\$25.00
CHD 1134	Management of Early Childhood Learning	\$5.00	EEC 2521	Administration of Child Care Centers	\$20.00
CHD 1135	Understanding Young Children	\$5.00	EEX 1013	Special Needs in Early Childhood	\$5.00
CHD 1220	Intro to Child Development	\$5.00	EME 2040	Intro to Educational Technology	\$5.00
CHD 1332	Creative Experiences for the Young Child	\$15.00	LAE 3342C	Middle Grades Practicum I: Composition	\$69.00
CHD 2324	Early Childhood Language Arts/Reading	\$5.00	LAE 3326C	Middle Grades Practicum II: Literature	\$69.00
EDE 3315	Math in the Elemenatry Classroom	\$10.00	LAE 4940	Internship in Middle Grades Language Arts	\$300.00
EDE 4223	Integrated Music Art Movement	\$10.00	MAE 3320C	Teach MS Math w/Practicum	\$65.00
EDE 4226C	Integrated Social Science, Lang. Arts, Literature	\$100.00	MAE 3321	Teaching Geometry in Middle School w/Practicum	\$69.00
EDE 4304C	Integrated Math and Science	\$100.00	MAE 3823C	Teaching Algebra in Middle School w/Practicum	\$69.00
EDE 4940	Final Internship, Elementary Education	\$300.00	MAE 4330C	Special Methods Teaching High School Math	\$69.00
EDF 2005	Introduction to the Teaching Profession	\$10.00	MAE 4940	Final Internship, Secondary Education Math	\$300.00
EDF 2085	Introduction to Diversity for Educators	\$10.00	MAE 4943	Internship: Middle Grades Mathematics Education	\$300.00
EDF 3214	Human Development and Learning	\$5.00	RED 4519	Diag & Intervention Reading	\$25.00
EDG 3410	Classroom Mgmt & Comm	\$5.00	SCE 3320C	Spec Methods Teaching Middle School Science	\$69.00
EDG 3620	Curriculum and Instruction	\$25.00	SCE 3362C	Methods Teach HS Sci W Pract	\$69.00
EEC 1000	Foundations in Early Childhood Education	\$5.00	SCE 3420C	Teach Physical Science in Mid School w/Practicum	\$69.00
EEC 1003	Introduction to School Age Child Care	\$5.00	SCE 3326C	Special Methods Teaching High School Science	\$69.00
EEC 1202	Principles of Early Childhood	\$5.00	SCE 4940	Final Internship Secondary Education Biology	\$300.00
EEC 1603	Positive Guidance Behavior Management	\$5.00	SCE 4943	Internship: Middle Grades Science Education	\$300.00
EEC 1946	Early Childhood Practicum	\$25.00			



Course Fees con't

Academic Success and Learning Resources

EAP 0200	Speech/Listening Learning Assistance	\$40.00	EAP 0460	Grammar Learning Assistance	\$40.00
EAP 0220	Reading Learning Assistance	\$40.00	EAP 1500	Speech/Listening Learning Assistance	\$50.00
EAP 0240	Writing Learning Assistance	\$40.00	EAP 1520	Reading Learning Assistance	\$50.00
EAP 0260	Grammar Learning Assistance	\$40.00	EAP 1540	Writing Learning Assistance	\$50.00
EAP 0300	Speech/Listening Learning Assistance	\$40.00	EAP 1560	Grammar Learning Assistance	\$50.00
EAP 0320	Reading Learning Assistance	\$40.00	EAP 1600	English Academic Speech/Listening	\$50.00
EAP 0340	Writing Learning Assistance	\$40.00	EAP 1620	English Academic Reading	\$50.00
EAP 0360	Grammar Learning Assistance	\$40.00	EAP 1640	English Academic Writing	\$50.00
EAP 0400	Speech/Listening Learning Assistance	\$40.00	REA 0019	Reading for College Success	\$55.00
EAP 0420	Reading Learning Assistance	\$40.00	SLS 1515	Cornerstone Experience	\$40.00
EAP 0440	Writing Learning Assistance	\$40.00			

* Denotes New or Revised Fee

Fee amount changes

Course	From	To	Course	From	To
ACG 1001	\$30	\$15	ETD 2340	\$30	\$10
ACG 2011	\$30	\$15	FIN 2001	\$20	\$15
ACG 2021	\$30	\$15	FIN 2100	\$20	\$15
ACG 2071	\$30	\$15	FIN 3400	\$25	\$20
ACG 2450	\$30	\$20	HIM 2940	\$50	\$20
ACG 3024	\$25	\$20	NUR 1211L	\$200	\$300
BCN 1040	\$20	\$5	NUR 2520L	\$200	\$300
BCN 1230C	\$20	\$5	PLA 2930	\$20	\$25
BCN 1272	\$20	\$5	RTE 2834	\$219	\$200
BCN 2710	\$20	\$5	SUR 1100C	\$20	\$10
BCT 1760	\$20	\$5	SUR 2140C	\$20	\$10
BCT 2708	\$20	\$5			
BCT 2730	\$20	\$5			
CJE 1640	\$40	\$5			
CJE 2643C	\$60	\$20			
CJE 2671	\$75	\$15			
CJE 2677	\$25	\$35			
CJE 2711	\$20	\$30			
CJE 2770C	\$125	\$15			
CJL 2610	\$50	\$5			
CGS 1000	\$40	\$15			
CGS 1100	\$40	\$15			
CGS 2108	\$40	\$15			
CGS 2135	\$40	\$20			
CIS 2321	\$40	\$20			
CNT 1000	\$40	\$20			
CNT 1512	\$40	\$20			
COP 1000	\$40	\$20			
COP 1224	\$40	\$15			
COP 1822	\$40	\$15			
COP 2228	\$40	\$15			
COP 2360	\$40	\$15			
COP 2362	\$40	\$15			
COP 2700	\$40	\$15			
COP 2800	\$40	\$15			
CTS 1131	\$40	\$20			
CTS 1133	\$40	\$20			
CTS 2120	\$40	\$20			
CTS 2142	\$40	\$15			
CTS 2334	\$40	\$20			
CTS 2321	\$40	\$20			
CTS 2392	\$40	\$20			
CTS 2655	\$40	\$20			
CTS 2306	\$40	\$20			
CTS 2339	\$40	\$20			
CTS 2346	\$40	\$20			
CVT 2420C	\$75	\$40			
CVT 2421C	\$75	\$40			
CVT 2840L	\$175	\$40			
CVT 2841L	\$175	\$40			
CVT 2842L	\$175	\$75			
EGS 1001	\$20	\$5			
ETD 1103C	\$30	\$10			
ETD 1320	\$30	\$10			
ETD 1530	\$20	\$10			

Course Fees to be deleted

Course	Fee	Course	Fee
AST 2003L	\$55	NUR 2523	\$50
AST 2004L	\$55	NUR 2530	\$50
BCT 1720	\$20	NUR 3066C	\$100
BCT 1770	\$20	NUR 3066C	\$65
BSC 1093C	\$42	NUR 3125	\$100
BSC 1094C	\$42	NUR 3145	\$100
BSC 2008C	\$42	NUR 3655	\$30
CJE 2930	\$20	NUR 3805	\$100
COP 2172	\$40	NUR 3826	\$30
CPO 2001	\$2,500	NUR 3870	\$100
EDE 4220	\$10	NUR 3895	\$30
EDM 3230	\$10	NUR 4165	\$30
EMS 2119	\$10	NUR 4169	\$30
EMS 2671	\$10	NUR 4295	\$30
EMS 2671L	\$280	NUR 4636	\$100
EMS 2672L	\$225	NUR 4636L	\$100
EMS 2673L	\$350	NUR 4827L	\$100
EMS 2674L	\$240	NUR 4847	\$100
ENC 1102	\$35	NUR 4847	\$65
ENT 1000	\$15	PCB 3023C	\$27
ENT 2012	\$15	PCB 3043C	\$27
ESE 4323	\$10	PCB 3063C	\$27
ETD 1395	\$30	SBM 2000	\$15
ETD 2350	\$30	SLS 1331	\$15
FRE 2022	\$2,500	TSL 4140	\$10
GEB 1011	\$15	TSL 4080	\$10
HIM 1000	\$50		
HIM 1802	\$50		
HSC 1421	\$5		
ISM 3004	\$25		
MAN 2021	\$25		
MAR 2011	\$25		
MTG 3212	\$35		
NUR 1001C	\$50		
NUR 1001C	\$300		
NUR 1001C	\$65		
NUR 1022	\$10		
NUR 1022	\$50		
NUR 1022L	\$300		
NUR 1022L	\$300		
NUR 1022L	\$65		
NUR 1023L	\$200		
NUR 1023L	\$65		
NUR 1060C	\$50		
NUR 1060C	\$200		
NUR 1060C	\$65		
NUR 1062	\$50		
NUR 1062L	\$200		
NUR 1062L	\$65		
NUR 1142	\$50		
NUR 1211	\$50		
NUR 1511	\$50		
NUR 1932	\$50		
NUR 2140	\$50		
NUR 2260	\$50		
NUR 2310	\$50		
NUR 2424	\$50		
NUR 2520	\$50		
NUR 2810	\$50		



Schedule of Facility Use and Fees

Schedule of Event Space and Service Fees

THOMAS EDISON CAMPUS EVENT SPACE					
MULTI-PURPOSE ROOMS	Max. Capacity	EXTERNAL USER	GOVERNMENT/	COLLEGE	Requirements
			Non –Profit 501c3 50% Discount	MISSION-RELATED 75% Discount	
AA-177	200	\$400.00	\$200.00	\$100.00	Up to 4 Hours
		\$800.00	\$400.00	\$200.00	Full Day
U-102	250	\$500.00	\$250.00	\$125.00	Up to 4 Hours
		\$1,000.00	\$500.00	\$250.00	Full Day
J-117/118	80	\$250.00	\$125.00	\$62.50	Up to 4 Hours
		\$500.00	\$250.00	\$125.00	Full Day
Cafeteria (S Building)	200	\$150.00	\$75.00	\$37.50	Up to 4 Hours
		\$300.00	\$150.00	\$75.00	Full Day
*Cafeteria (High School)		\$150.00	\$75.00	\$37.50	Up to 4 Hours
		\$300.00	\$150.00	\$75.00	Full Day
Glass Room in Dining (S Building)		\$75.00	\$37.50	\$18.75	Up to 4 Hours
		\$150.00	\$75.00	\$37.50	Full Day
Conference Rooms	varies	\$75.00	\$37.50	\$18.75	Up to 4 Hours
		\$150.00	\$75.00	\$37.50	Full Day
*Approval of Admin Required					
AUDITORIUMS	Max. Capacity	EXTERNAL USER	GOVERNMENT/ Non –Profit 501c3 50% Discount	COLLEGE MISSION-RELATED 75% Discount	Requirements
Rush Auditorium	170	\$250.00	\$125.00	\$62.50	Up to 4 Hours
		\$500.00	\$250.00	\$125.00	Full Day
Auditorium Lobby		\$150.00	\$75.00	\$37.50	Full Day; Free with Auditorium Use
LECTURE HALLS	Max. Capacity	EXTERNAL USER	GOVERNMENT/ Non –Profit 501c3 50% Discount	COLLEGE MISSION-RELATED 75% Discount	Requirements
Walker Hall A-105	90	\$200.00	\$100.00	\$50.00	Per Use/Day
Areca Hall P-103	120	\$150.00	\$75.00	\$37.50	Per Use/Day
Hendry Hall K-143	118	\$150.00	\$75.00	\$37.50	Per Use/Day
COMPUTER/SCIENCE LABS**	Max. Capacity	EXTERNAL USER	GOVERNMENT/ Non –Profit 501c3 50% Discount	COLLEGE MISSION-RELATED 75% Discount	Requirements
Computer/Science Labs	varies	\$300.00	\$150.00	\$75.00	Per Use/Day
** Lab Tech Fees may be required with the use of computer and/or science labs.					
CLASSROOMS	Max. Capacity	EXTERNAL USER	GOVERNMENT/ Non –Profit 501c3 50% Discount	COLLEGE MISSION-RELATED 75% Discount	Requirements
Classrooms up to 30	30	\$30.00	\$15.00	\$7.50	Per Hour
Classrooms up to 39	39	\$35.00	\$17.50	\$8.75	Per Hour
Classrooms up to 49	49	\$40.00	\$20.00	\$10.00	Per Hour
Classrooms 50+	50+	\$45.00	\$22.50	\$11.25	Per Hour



Schedule of Facility Use and Fees

OUTDOOR	Max. Capacity	EXTERNAL USER	GOVERNMENT/ Non-Profit 501c3 50% Discount	COLLEGE MISSION-RELATED 75% Discount	Requirements
The Lawn		\$175.00	\$87.50	\$43.75	Up to 4 Hours
		\$350.00	\$175.00	\$87.50	Full Day
Recreation Field		\$175.00	\$87.50	\$43.75	Up to 4 Hours
		\$350.00	\$175.00	\$87.50	Full Day
Inspiration Garden		\$175.00	\$87.50	\$43.75	Up to 4 Hours
		\$350.00	\$175.00	\$87.50	Full Day
Bell Tower		\$125.00	\$62.50	\$31.25	Up to 4 Hours
		\$250.00	\$125.00	\$62.50	Full Day
The Breezeway		\$175.00	\$87.50	\$43.75	Up to 4 Hours
		\$350.00	\$175.00	\$87.50	Full Day
Picnic Area		\$25.00	\$12.50	\$6.26	Up to 4 Hours
		\$50.00	\$25.00	\$12.50	Full Day
Basketball Court (Per Court)		\$20.00	\$10.00	\$5.00	Up to 4 Hours
		\$40.00	\$20.00	\$10.00	Full Day
Volleyball Court		\$30.00	\$15.00	\$7.50	Up to 4 Hours
		\$60.00	\$30.00	\$15.00	Full Day

5K Rates start at a minimum of \$500 and are at the discretion of the Director of Auxiliary Services with limited availability

COLLIER CAMPUS EVENT SPACE FEES

MULTI-PURPOSE ROOMS	Max. Capacity	EXTERNAL USER	GOVERNMENT/ Non-Profit 501c3 50% Discount	COLLEGE MISSION-RELATED 75% Discount	Requirements
Multi-Purpose Room J-103 AND J-104	120	\$350.00	\$175.00	\$87.50	Up to 4 Hours
		\$700.00	\$350.00	\$175.00	Full Day
Multi-Purpose Room J-103 OR J-104	60	\$200.00	\$100.00	\$50.00	Up to 4 Hours
		\$400.00	\$200.00	\$100.00	Full Day
Multi-Purpose Room M-201	112	\$350.00	\$175.00	\$87.50	Up to 4 Hours
		\$700.00	\$350.00	\$175.00	Full Day
Multi-Purpose Room N-148	115	\$350.00	\$175.00	\$87.50	Up to 4 Hours
		\$700.00	\$350.00	\$175.00	Full Day
Cafeteria C-101	125	\$75.00	\$37.50	\$18.75	Up to 4 Hours
		\$150.00	\$75.00	\$37.50	Full Day
Conference Room	varies	\$75.00	\$37.50	\$18.75	Up to 4 Hours
		\$150.00	\$75.00	\$37.50	Full Day
AUDITORIUMS	Max. Capacity	EXTERNAL USER	GOVERNMENT/ Non-Profit 501c3 50% Discount	COLLEGE MISSION-RELATED 75% Discount	Requirements
Auditorium (B-101)	244	\$350.00	\$175.00	\$87.50	Up to 4 Hours
		\$700.00	\$350.00	\$175.00	Full Day
CLASSROOMS	Max. Capacity	EXTERNAL USER	GOVERNMENT/ Non-Profit 501c3 50% Discount	COLLEGE MISSION-RELATED 75% Discount	Requirements
Classrooms up to 30	30	\$30.00	\$15.00	\$7.50	Per Hour
Classrooms up to 39	39	\$35.00	\$17.50	\$8.75	Per Hour
Classrooms up to 49	49	\$40.00	\$20.00	\$10.00	Per Hour
Classrooms 50+	50+	\$45.00	\$22.50	\$11.25	Per Hour



Schedule of Facility Use and Fees

COMPUTER/ SCIENCE LABS**	Max. Capacity	EXTERNAL USER	GOVERNMENT/ Non –Profit 501c3 50% Discount	COLLEGE MISSION-RELATED 75% Discount	Requirements
Computer/Science Lab	varies	\$300.00	\$150.00	\$75.00	Per Use/Day
** Lab Tech Fees may be required with the use of computer and/or science labs.					
OUTDOOR	Max. Capacity	EXTERNAL USER	GOVERNMENT/ Non –Profit 501c3 50% Discount	COLLEGE MISSION-RELATED 75% Discount	Requirements
Breezeway		\$175.00	\$87.50	\$43.75	Up to 4 Hours
		\$350.00	\$175.00	\$87.50	Full Day
Courtyard		\$175.00	\$87.50	\$43.75	Up to 4 Hours
		\$350.00	\$175.00	\$87.50	Full Day
Lawn		\$175.00	\$87.50	\$43.75	Up to 4 Hours
		\$350.00	\$175.00	\$87.50	Full Day
Rooftop Garden		\$175.00	\$87.50	\$43.75	Up to 4 Hours
		\$350.00	\$175.00	\$87.50	Full Day
CHARLOTTE CAMPUS EVENT SPACE FEES					
MULTI-PURPOSE ROOMS	Max. Capacity	EXTERNAL USER	GOVERNMENT/ Non –Profit 501c3 50% Discount	COLLEGE MISSION-RELATED 75% Discount	Requirements
Cafeteria (O-112 or K-125)	150	\$75.00	\$37.50	\$18.75	Up to 4 Hours
		\$150.00	\$75.00	\$37.50	Full Day
Conference Room (O-116)		\$75.00	\$37.50	\$18.75	Up to 4 Hours
		\$150.00	\$75.00	\$37.50	Full Day
Multi-Purpose Room (O-117)	49	\$150.00	\$75.00	\$37.50	Up to 4 Hours
		\$250.00	\$125.00	\$62.50	Full Day
Conference Room (O-118)	10	\$75.00	\$37.50	\$18.75	Up to 4 Hours
		\$150.00	\$75.00	\$37.50	Full Day
AUDITORIUMS	Max. Capacity	EXTERNAL USER	GOVERNMENT/ Non –Profit 501c3 50% Discount	COLLEGE MISSION-RELATED 75% Discount	Requirements
Auditorium (O-124)	280	\$350.00	\$175.00	\$87.50	Up to 4 Hours
		\$700.00	\$350.00	\$175.00	Full Day
Auditorium Lobby (O-121)	150	\$150.00	\$75.00	\$37.50	Full Day; Free with Auditorium Use
CLASSROOMS	Max. Capacity	EXTERNAL USER	GOVERNMENT/ Non –Profit 501c3 50% Discount	COLLEGE MISSION-RELATED 75% Discount	Requirements
Classrooms up to 30	30	\$30.00	\$15.00	\$7.50	Per Hour
Classrooms up to 39	39	\$35.00	\$17.50	\$8.75	Per Hour
Classrooms up to 49	49	\$40.00	\$20.00	\$10.00	Per Hour
Classrooms 50+	50+	\$45.00	\$22.50	\$11.25	Per Hour



Schedule of Facility Use and Fees

COMPUTER/SCIENCE LABS**	Max. Capacity	EXTERNAL USER	GOVERNMENT/ Non -Profit 501c3 50% Discount	COLLEGE MISSION-RELATED 75% Discount	Requirements
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** Lab Tech Fees may be required with the use of computer and/or science labs.

Computer/Science Lab	varies	\$300.00	\$150.00	\$75.00	Per Use/Day
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OUTDOOR	Max. Capacity	EXTERNAL USER	GOVERNMENT/ Non -Profit 501c3 50% Discount	COLLEGE MISSION-RELATED 75% Discount	Requirements
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* Not eligible for discount pricing because fees are based on actual staffing and facility costs.

Observatory		\$200.00	NA*	NA*	Private Viewing
Picnic Area		\$25.00	\$12.50	\$6.26	Up to 4 Hours
		\$50.00	\$25.00	\$12.50	Full Day
POPs Field		\$300.00	\$150.00	\$75.00	Up to 4 Hours
		\$600.00	\$300.00	\$150.00	Full Day
Bell Tower		\$125.00	\$62.50	\$31.25	Up to 4 Hours
		\$250.00	\$125.00	\$62.50	Full Day
The Bowl		\$175.00	\$87.50	\$43.75	Up to 4 Hours
		\$350.00	\$175.00	\$87.50	Full Day
Breezeway		\$15.00	\$7.50	\$3.75	Up to 4 Hours
		\$30.00	\$15.00	\$7.50	Full Day
Tennis Courts (Per Court)		\$20.00	\$10.00	\$5.00	Up to 4 Hours
		\$40.00	\$20.00	\$10.00	Full Day
Volleyball Court		\$30.00	\$15.00	\$7.50	Up to 4 Hours
		\$60.00	\$30.00	\$15.00	Full Day
Basketball Court (Per Court)		\$20.00	\$10.00	\$5.00	Up to 4 Hours
		\$40.00	\$20.00	\$10.00	Full Day
Racquetball Court (Per Court)		\$10.00	\$5.00	\$2.50	Up to 4 hours
		\$20.00	\$10.00	\$5.00	Full Day

HENDRY/GLADES CAMPUS EVENT SPACE FEES

MULTI-PURPOSE ROOMS	Max. Capacity	EXTERNAL USER	GOVERNMENT/ Non -Profit 501c3 50% Discount	COLLEGE MISSION-RELATED 75% Discount	Requirements
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Student Lounge A-119	200	\$100.00	\$50.00	\$25.00	Up to 4 Hours
		\$200.00	\$100.00	\$50.00	Full Day

CONFERENCE ROOMS	Max. Capacity	EXTERNAL USER	GOVERNMENT/ Non -Profit 501c3 50% Discount	COLLEGE MISSION-RELATED 75% Discount	Requirements
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Conference Room A-106	24	\$75.00	\$37.50	\$18.75	Up to 4 Hours
		\$150.00	\$75.00	\$37.50	Full Day

Conference Room A-110	12	\$75.00	\$37.50	\$18.75	Up to 4 Hours
		\$150.00	\$75.00	\$37.50	Full Day



Schedule of Facility Use and Fees

CLASSROOMS	Max. Capacity	EXTERNAL USER	GOVERNMENT/ Non-Profit 501c3 50% Discount	COLLEGE MISSION-RELATED 75% Discount	Requirements
Classrooms up to 30	30	\$30.00	\$15.00	\$7.50	Per Hour
Classrooms up to 39	39	\$35.00	\$17.50	\$8.75	Per Hour
Classrooms up to 49	49	\$40.00	\$20.00	\$10.00	Per Hour
Classrooms 50+	50+	\$45.00	\$22.50	\$11.25	Per Hour

COMPUTER/ SCIENCE LABS**	Max. Capacity	EXTERNAL USER	GOVERNMENT/ Non-Profit 501c3 50% Discount	COLLEGE MISSION-RELATED 75% Discount	Requirements
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** Lab Tech Fees may be required with the use of computer and/or science labs.

Computer/Science Lab	varies	\$300.00	\$150.00	\$75.00	Per Use/Day
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OUTDOOR EVENTS	Max. Capacity	EXTERNAL USER	GOVERNMENT/ Non-Profit 501c3 50% Discount	COLLEGE MISSION-RELATED 75% Discount	Requirements
OUTDOORS		\$175.00	\$87.50	\$43.75	Up to 4 Hours
		\$350.00	\$175.00	\$87.50	Full Day

COLLEGE & UNIVERSITY PARTNERS

University Partners meeting the requirements identified in the College Operating Procedure 04-0601: Use of College Facilities will be charged flat rates on classroom and lab space for academic use as follows:

Class meetings per week:	Semester Rate				
	1X / Week	2X / Week	3X / Week	4X / Week	5X / Week
Classroom – up to 40 seats	\$700.00	\$1,400.00	\$2,100.00	\$2,800.00	\$3,500.00
Computer Lab	\$1,200.00	\$2,400.00	\$3,600.00	\$4,800.00	\$6,000.00
Technology Fee	\$35.00	\$70.00	\$105.00	\$140.00	\$175.00

PARKING LOT FEES

Parking is available on a first come, first serve basis and is included in the facility rental fees.

*Parking lots may also be used unrelated to facility rentals.

PARKING	Max. Capacity	EXTERNAL USER	Requirements
Parking Lot up to 100 spaces	100	\$100.00	Per Day
Parking Lot up to 175 spaces	175	\$175.00	Per Day
Parking Lot up to 250 spaces	250	\$250.00	Per Day
Parking Lot up to 325 spaces	325	\$325.00	Per Day
Parking Lot 326+ spaces	326+	\$500.00	Per Day

*Use of parking lots for parking unrelated to facility rental (ie: overflow parking, etc.) will incur a minimum \$100.00 custodial fee



Schedule of Facility Use and Fees

AUDIO-VISUAL SERVICES

MONITORS & DISPLAYS	STANDARD
19" LCD Monitor	\$10
23" LCD Monitor (16:9)	\$15
32" LCD Monitor (w/ Roll Cart, 16:9)*	\$35
42" LCD Monitor (16:9)*	\$48
50" LCD Monitor(16:9)*	\$55
60" LCD Monitor (16:9)*	\$65
<i>*Price includes 6' floor stand, shelf, and attached speakers</i>	
AUDIO EQUIPMENT	STANDARD
12 Input Mixer (8 Mic / 4 Stereo)	\$56
18 Input Mixer (10 Mic / 8 Stereo)	\$64
CD Player w/ Auto Repeat	\$32
Computer/Laptop Audio Interface	\$10
Wired Mic (Handheld/Podium/Tabletop)	\$15
Wired Mic (Lavalier)	\$24
Wireless Mic (Handheld)	\$24
Wireless Mic (Lavalier)	\$24
Wireless Mic (Headset)	\$20
Press/Mult Box	\$20
Small PA Sound System**	\$75
Small BO - Audio Support up to 150ppl	\$160
Large BO- Audio Support Up to 550ppl	\$360
Audio Patch Fee	Free
<i>**Price includes floor speakers and 4-input mixer</i>	

PROJECTORS & SCREENS	STANDARD	
Projector Epson 98H(3000 Lumens, 4:3)	\$75	
Projector Epson G6870 (7K Lumen) *16:9	\$200	
8' x 8' Tripod Screen	\$24	
9' x 16' Screen (w/ Dress Kit, 16:9)	\$150	
MISCELLANEOUS	STANDARD	
DVD Player (w/ Auto Repeat)	\$30	
Laptop/Desktop Rental Package	\$25	
Presentation clicker/laser pointer	\$5	
Podium - small black	\$35	
Podium - small woodgrain	\$50	
Podium - large woodgrain	\$75	
Internet - Dedicated Wireless (5 Mbps)	\$100	
Internet - Dedicated Wireless (10 Mbps)	\$250	
Internet - Network Customization	\$100	
Video - LiveStreaming	\$150	
TECHNICIAN LABOR RATES	TECHS	STANDARD
Tech Setup - On-campus	1	\$35
Tech Setup - Off-campus/weekends	1	\$45
Event Specialist - On-campus	1	\$45
Event Specialist - Off-campus/weekends	1	\$55
<i>***There is a four hour minimum for Off-Campus/weekend events</i>		

COLLEGE WIDE SERVICE FEES

SERVICE FEES	Fee	Requirements
Custodial Services	\$25.00	Per Hour
Security	\$35.00	Per Hour
Lab Tech Fee	\$35.00	Per Hour
ADDITIONAL SERVICES	AT COST	

- Hendry/Glades Events with IT and Security needs will be charged a 4 hour minimum for these service fees. Other locations will be charged either hourly or a 4 hour minimum depending on day and time of the event.
- Additional services provided to support an event will be billed back at cost (i.e. additional utility costs, room set up changes, audio/visual equipment not readily available in room, mowing, equipment rental, ant control, etc.). Estimates will be provided at time of reservation.
- Lab Tech Fees may be required with the use of computer and/or science labs.
- Any damages to the rooms or equipment will be billed back to the respective party at the rate it costs to repair or replace.
- Events hosted while the college is officially closed will incur additional service fees which will be outlined on your event quote.

Multiple Meeting Discount

The College will offer a discounted rate for customers who schedule and contract for multiple events on the same Facility Use Agreement within a six (6) month timeframe. Direct Service Fees will not be discounted and the events must be scheduled at least one (1) month in advance of the first scheduled event. Multiple Events means distinct events held on separate dates through the determined timeframe. One event which spans multiple days (i.e. two day conference) does not qualify as multiple events.

REVISED: 06/2016



Collegiate High Schools

Charter School System Fees for 2016-2017

Florida SouthWestern Collegiate High School - Charlotte Campus

Lunch Charge - Full Pay	\$3.75
Lunch Charge - Reduced	\$.40
Textbook Replacement Fee	Replacement Cost
Equipment Repair or Replacement Fee	Repair or Replacement Cost
ID Card Replacement	\$5.00

Florida SouthWestern Collegiate High School - Thomas Edison Campus

Lunch Charge - Full Pay	\$4.00
Lunch Charge - Reduced	\$.40
Textbook Replacement Fee	Replacement Cost
Equipment Repair or Replacement Fee	Repair or Replacement Cost
ID Card Replacement	\$5.00



Wage and Salary Schedule

Florida SouthWestern State College is committed to providing an educational and working environment free from discrimination and harassment. All programs, activities, employment and facilities of Florida SouthWestern State College are available to all on a non-discriminatory basis, without regard to race, sex, age, color, religion, national origin, ethnicity, disability, sexual orientation, marital status, pregnancy, genetic information or veteran's status. The College is an equal access/equal opportunity institution. Questions pertaining to educational equity, equal access or equal opportunity should be addressed to Title IX/Equity Officer (239) 489-9051.





Wage and Salary Schedule

PRESIDENTIAL COMPENSATION METHODOLOGY

It is the goal of the Board of Trustees to attract, motivate and retain a highly qualified individual to serve Florida SouthWestern State College as its President whose knowledge, experience and contributions advance the mission of the College.

It is therefore the intent of the Board of Trustees to compensate the President in a manner that is fair, reasonable, competitive, and fiscally prudent.

In order to provide competitive and fair compensation, it is the intent of the Board of Trustees to attain parity with the national average salary of comparable institutions as identified in the Administrative Salary Survey conducted by the College and University Professional Association for Human Resources (CUPA).

To implement this policy a salary mid-point range will be set at the average median salary for college presidents of peer institutions as identified in the CUPA survey. Peer institutions are defined as institutions that are comparable in size of enrollment, operating budget and academic programs. The high and low end of the salary range is established at 20% of the salary mid-point. Pursuant to Florida Statute 1012.885 no more than \$200,000 in remuneration will be provided from state appropriated funds (excluding retirement and health benefits).

The Board will consider the following factors in determining presidential salary: performance, years of experience, advancement of institutional goals, leadership in the Florida College System and/or national settings, and market competition for Florida College Presidents. The Board has the discretion to deviate from the established salary range if, in their collective judgment, circumstances warrant such deviation. However, any deviations from the approved range must be documented in the board minutes.

The President is entitled to standard benefits offered to all employees. Standard benefits include, health insurance, life insurance, long-term disability, retirement and the 403(b) matching program. In addition, other compensation in the form of benefits or allowances may be provided to the President as deemed appropriate by the Board of Trustees. These benefits or allowances will be compensated at flat amounts and will not be calculated as a percentage of salary.

Each year the Board will evaluate the President's performance. In addition the Board will annually review and approve the President's total compensation package to include salary, allowances and benefits in conjunction with the corresponding amount of each item.

Adopted by District Board of Trustees 5/22/12



Wage and Salary Schedule

EMPLOYEE SKILLS AND COMPENSATION PHILOSOPHY

Executive Employees

This philosophy enables the Board of Trustees to attract, motivate, and retain highly skilled executive officers who are capable of providing long term successful, effective, and sustainable growth and development for Florida SouthWestern State College. It is the desire of the Board to compensate its executive officers in a manner that reflects their performance and their dedication to the College. The following guiding principles should apply to the College and its direct support organizations.

Compensation should be based on the level of job responsibility, individual performance, years of experience, and overall College performance.

Compensation should reflect the value of the job in the marketplace. To attract and retain a highly skilled team of executive officers, the College must remain competitive with the compensation of other top quality highly successful colleges and universities who compete for their talent.

Florida SouthWestern State College is accredited by the Southern Association of Colleges and Schools as a Level II baccalaureate degree granting institution. Therefore executive compensation shall be competitive with other four-year colleges and universities.

The College strives to provide top tier compensation based upon the expectation of top tier individual performance and overall College performance.

The College also competes with many larger colleges and universities for top executive talent. Therefore, Florida SouthWestern State must consider compensation packages that discourage executives from pursuing more lucrative opportunities at other institutions.

Compensation should continuously insure that successful, high achieving, and dedicated executives remain highly motivated, committed to Florida SouthWestern State College for the long term.

The executive staff shall have well defined performance goals that are accompanied by performance evaluations designed to cultivate success, maximize performance, and instill empowerment.

Faculty

The Florida SouthWestern State College Board of Trustees recognizes that attracting competent faculty is essential to maintaining a strong academic institution. In higher education today, faculty must fulfill several roles including teacher, advisor, researcher, and community representative.



Wage and Salary Schedule

Faculty members must have the academic credentials needed to successfully perform in the classroom as well as the motivation and desire to help students achieve their goals. Faculty members must possess two important attributes—the knowledge of scholarship in their chosen field and the ability to communicate knowledge in a manner that best suits students’ learning styles. In addition, faculty should be willing to represent Florida SouthWestern State College in service activities that promote the College’s mission in the community.

The Florida SouthWestern State College District Board of Trustees recognizes its role in attracting and supporting faculty. As such, to attract and retain a highly energized and qualified faculty, the College shall provide attractive and competitive compensation packages, professional development opportunities, and excellent learning environments. This commitment should result in retaining the best faculty, compensated within the *top tier* of their peer group, and who are excited about providing excellent educational experiences for Florida SouthWestern State College students.

Staff

The quality of education and service that Florida SouthWestern State College provides is a direct result of the skills, abilities, and performance of its employees. As such, the College places great value in its staff and desires to attract, retain, and motivate a qualified, creative, dedicated, and diverse workforce. The compensation philosophy is based on the following guiding principles.

The College seeks to recruit employees who have exceptional skills in their specific field, value continual learning, and demonstrate an ongoing commitment to improvement.

Total compensation will recognize the importance of each position at the College. Related policies and procedures will employ equity and sustainability standards when recognizing the relative value of each function and rewarding individual performance.

Florida SouthWestern State College compensation packages will be externally competitive and internally equitable. Florida SouthWestern State College will design and administer plans and programs in a financially sustainable manner to ensure the College’s mission of providing quality education.

For all skills and compensation philosophies it should be noted that in addition to salary, Florida SouthWestern State College’s total compensation approach recognizes the intrinsic value of benefits afforded to its employees. The College strives to include benefits such as health and wellness benefits, retirement programs, an excellent work environment, and the tuition reimbursement and matriculation programs. Florida SouthWestern State College complies with all applicable laws including equal employment opportunity laws, benefits regulations, and the Fair Labor Standards Act.



Wage and Salary Schedule

WAGE AND SALARY SCHEDULE INTRODUCTION

Florida SouthWestern State College is committed to the concept of equal access/equal opportunity in hiring individuals upon the basis of their qualifications, suitability, and abilities. The College will not discriminate on the basis of race, sex, color, age, religion, national origin, ethnicity, disability, sexual orientation, marital status, genetic information, or veteran's status in its employment practices or in the granting of salaries to employees.

The Wage and Salary Schedule is established pursuant to Florida Statute 1001.65 - Community college presidents; powers and duties, paragraph (3) "Establish and implement policies and procedures to recruit, appoint, transfer, promote, compensate, evaluate, reward, demote, discipline, and remove personnel, within law and rules of the State Board of Education and in accordance with rules or policies approved by the Florida College System institution board of trustees." and pursuant to Florida SouthWestern State College Board of Trustees Policy Manual, policy number 6Hx6:5.02(3), which states:

"To pay compensation and benefits, which are nondiscriminatory and competitive with rates and benefits being paid for similar jobs by other employers in the labor market. However, all policy decisions regarding compensation and benefits must take into consideration the College's overall economic condition and competitive position. The College will pay employees on a regular basis and in a manner so that the amount, method, and timing of such payments comply with any applicable laws or regulations."

The Schedule recognizes the Florida SouthWestern Faculty Federation (FSW-FF) "...as the exclusive bargaining agent for all full-time personnel on the faculty salary schedule to include (1) instructional faculty, (2) counselors, and (3) library faculty..." (Article 1, CNA). Salaries for full-time faculty, therefore, are included in this Schedule by reference to the Agreement between the District Board of Trustees and the FSW-FF.

It is the responsibility of the Board of Trustees to approve the compensation package and to authorize the Chairman of the Board of Trustees to execute a contract with the President of Florida SouthWestern State College. Maximum salaries for positions may be adjusted by the Consumer Price Index annually.

Board approval of the operating budget including the following wage and salary schedules constitutes authority for the President of the College, or his designated representative, to execute all other contracts and appointments. The President of the College is authorized to establish compensation and make adjustments in the staffing, as he deems necessary for carrying out the mission of the College.



Wage and Salary Schedule

EXECUTIVE/ADMINISTRATOR SALARY SCHEDULE

Executives

Job Code	Title	Minimum Salary
1000	President*	---
1120	Chief of Staff	\$112,472.00
1133	Campus President/Regional Vice President, Economic	\$112,472.00
1127	Provost and Vice President, Academic Affairs	\$112,472.00
1141	Vice President, Administrative Services	\$112,472.00
2142	Vice President, Institutional Advancement	\$112,472.00
1122	Vice President, Research, Technology & Accountability	\$112,472.00
1121	Vice President, Student Affairs & Enrollment	\$112,472.00
1125	General Counsel	\$112,472.00

**The District Board of Trustees shall determine the compensation of the President.*



Wage and Salary Schedule

College Administrators

Job Code	Title	Minimum	Maximum
3620	Associate Vice President, Academic Affairs	\$95,000.00	\$149,800.00
2134	Assistant Vice President, Enrollment and Student Success	\$90,000.00	\$145,800.00
2145	Assistant Vice President, Financial Services	\$90,000.00	\$145,800.00
3624	Executive Director, International Education	\$90,000.00	\$145,800.00
3449	Chief Information Officer	\$85,000.00	\$139,944.00
2100	Dean, School of Arts, Humanities and Social Sciences	\$85,000.00	\$139,944.00
2100	Dean, School of Business and Technology	\$85,000.00	\$139,944.00
2127	Dean, School of Education and Charter Schools	\$85,000.00	\$139,944.00
2106	Dean, School of Health Professions	\$85,000.00	\$139,944.00
2100	Dean, School of Pure and Applied Sciences	\$85,000.00	\$139,944.00
2315	Director, Hendry/Glades Center	\$85,000.00	\$139,944.00
3306	Director, Human Resources	\$85,000.00	\$139,944.00
3210	Registrar	\$85,000.00	\$139,944.00
3532	Senior Director, Foundation Administration	\$85,000.00	\$139,944.00
3388	Senior Director, Foundation Development	\$85,000.00	\$139,944.00
2139	Campus Dean, Student Affairs and Academic Services	\$80,000.00	\$131,712.00
3088	Director, Auxiliary Services	\$80,000.00	\$131,712.00
3190	Director, Facilities Planning and Maintenance	\$80,000.00	\$131,712.00
3096	Director, Effectiveness and Accountability	\$75,000.00	\$123,480.00
3438	Director, Intercollegiate Athletics	\$75,000.00	\$123,480.00
3615	Associate Dean of Students (Student Ombudsman)	\$70,000.00	\$115,248.00
3033	Director, Communications and Public Information Officer	\$70,000.00	\$115,248.00
2140	Director, Housing and Residence Life Operations	\$70,000.00	\$115,248.00
2112	Associate Dean	\$65,000.00	\$107,016.00
3614	Associate Dean of Student Life and Orientation	\$65,000.00	\$107,016.00
3617	Director, Academic Advising, Career and Transfer Services	\$65,000.00	\$107,016.00
3193	Director, Admissions	\$65,000.00	\$107,016.00
3222	Director, Student Financial Aid	\$65,000.00	\$107,016.00
3396	Director, Academic Support Programs	\$60,000.00	\$98,784.00
3437	Director, DSO Finance	\$60,000.00	\$98,784.00
2202	Director, Dual Enrollment	\$60,000.00	\$98,784.00
3599	Director, First Year Experience	\$60,000.00	\$98,784.00
3212	Director, Governmental Relations	\$60,000.00	\$98,784.00
3203	Director, Institutional Research	\$60,000.00	\$98,784.00
2143	Director, Corporate Training and Services	\$55,000.00	\$90,552.00
3201	Director, Procurement Services	\$55,000.00	\$90,552.00
3227	Director, Public Safety	\$55,000.00	\$90,552.00



Wage and Salary Schedule

PROFESSIONAL AND CAREER SERVICE STAFF

Professional and career service staff positions at Florida SouthWestern State College are assigned a pay grade with corresponding salary ranges as outlined below. *Employees in part-time regular positions are limited to working no more than 25 hours per week and do not receive benefits except those required by statute or regulation.

Pay Grade	Minimum	Midpoint	Maximum
30	\$60,000.00	\$78,000.00	\$98,784.00
29	\$55,879.41	\$72,643.24	\$91,999.87
28	\$52,716.42	\$68,531.35	\$86,792.31
27	\$50,206.12	\$65,267.95	\$82,659.34
26	\$47,815.35	\$62,159.96	\$78,723.19
25	\$45,538.43	\$59,199.96	\$74,974.46
24	\$43,369.93	\$56,380.91	\$71,404.26
23	\$41,304.70	\$53,696.11	\$68,004.05
22	\$39,337.81	\$51,139.15	\$64,765.76
21	\$37,464.58	\$48,703.95	\$61,681.68
20	\$35,680.55	\$46,384.72	\$58,744.46
19	\$33,981.48	\$44,175.92	\$55,947.10
18	\$32,363.31	\$42,072.31	\$53,282.96
17	\$30,822.20	\$40,068.86	\$50,745.67
16	\$29,354.48	\$38,160.77	\$48,329.21
15	\$27,956.64	\$36,343.64	\$46,027.82
14	\$26,300.00	\$34,190.00	\$42,477.12
13	\$25,150.00	\$32,695.00	\$39,760.56
12	\$24,150.00	\$31,395.00	\$36,220.80

The following pages contain a listing of all staff positions, by title, with pay grade and related classification information. Key as follows:

- Job code = unique position identification code
- FLSA = The Fair Labor Standards Act (FLSA) provides guidelines for exemption status. Positions listed as E are salaried positions exempt from the overtime provisions of the FLSA. Those designated as NE are not exempt from the overtime provisions, will be paid on an hourly basis and all applicable overtime provisions apply.
- Pay Grade = grade level for the position.
- Minimum/Maximum = salary range for the position.

* Salaries listed for professional and career service staff are based on a 243 duty day calendar, unless otherwise noted. Exempt employee salaries are calculated at 1,944 hours per year (243 duty days x 8 hours/day), yet the expectation for exempt employees is that work may be required beyond the 243 duty day calendar and 8 hour day. Non-exempt employee salaries are 1,822.5 hours per year (243 duty days x 7.5 hours/day). Non-exempt employees will be paid for all hours worked and receive overtime pay for hours worked over 40 in a work week (Monday-Sunday). Overtime for non-exempt employees requires supervisory approval.



Wage and Salary Schedule

Job Title	Job Code	FLSA	Pay Grade	Minimum	Maximum
Academic Advisor	3492	E	16	\$29,354.48	\$48,329.21
Academic Services Specialist	3305	E	19	\$33,981.48	\$55,947.10
Academic Support Center Specialist	3622	NE	17	\$30,822.20	\$50,745.67
Academic Support Preceptor	4342	NE	13	\$25,150.00	\$39,760.56
Accounting Assistant	4265	NE	14	\$26,300.00	\$42,477.12
Accounting Specialist	4480	NE	15	\$27,956.64	\$46,027.82
Accounts Payable/Receivable Clerk	4595	NE	14	\$26,300.00	\$42,477.12
Accounts Payable Supervisor	3502	E	21	\$37,464.58	\$61,681.68
Accounts Receivable Analyst	3501	E	19	\$33,981.48	\$55,947.10
Adaptive Services Specialist	3412	E	16	\$29,354.48	\$48,329.21
Administrative Assistant	3465	E	16	\$29,354.48	\$48,329.21
Administrative Specialist	4405	NE	15	\$27,956.64	\$46,027.82
Admissions Counselor	3442	E	17	\$30,822.20	\$50,745.67
Admissions Processing Specialist	4121	NE	14	\$26,300.00	\$42,477.12
Application Development Specialist	3582	E	23	\$41,304.70	\$68,004.05
Applications Support Specialist	3545	E	25	\$45,538.43	\$74,974.46
Assessment Analyst	3463	E	19	\$33,981.48	\$55,947.10
Assistant Athletic Director, Sports Medicine and Compliance	3601	E	30	\$60,000.00	\$98,784.00
Assistant Bursar	3524	E	23	\$41,304.70	\$68,004.05
Assistant Bursar, Cashier Services	3603	E	23	\$41,304.70	\$68,004.05
Assistant Coach	3592	E	22	\$39,337.81	\$64,765.76
Assistant Director, Academic Support Programs	3609	E	25	\$45,538.43	\$74,974.46
Assistant Director, Application Development and Integration	3477	E	30	\$60,000.00	\$98,784.00
Assistant Director, Auxiliary Services	3253	E	30	\$60,000.00	\$98,784.00
Assistant Director, Campus Enrollment Services	3564	E	23	\$41,304.70	\$68,004.05
Assistant Director, Campus Student Life and Orientation	3611	E	23	\$41,304.70	\$68,004.05
Assistant Director, Employee Services	3585	E	30	\$60,000.00	\$98,784.00
Assistant Director, Hendry Glades Center	3027	E	27	\$50,206.12	\$82,659.34
Assistant Director, Institutional Research	3433	E	27	\$50,206.12	\$82,659.34
Assistant Director, Network Systems and Infrastructure	3487	E	30	\$60,000.00	\$98,784.00
Assistant Director, Residence Life	3095	E	23	\$41,304.70	\$68,004.05
Assistant Director, Student Financial Aid	3436	E	24	\$43,369.93	\$71,404.26
Assistant Director, Technology User Services	3476	E	29	\$55,879.41	\$91,999.87
Assistant Instructional Designer	3287	E	16	\$29,354.48	\$48,329.21
Associate Director, Academic Advising	3439	E	26	\$47,815.35	\$78,723.19
Associate Director, Admissions	3272	E	26	\$47,815.35	\$78,723.19
Associate Director, Admissions Evaluation and Processing	3574	E	26	\$47,815.35	\$78,723.19
Associate Director, Enrollment Management Systems and Communications	3507	E	26	\$47,815.35	\$78,723.19
Auxiliary Services Accounting Coordinator	3432	E	23	\$41,304.70	\$68,004.05
Auxiliary Services Associate	3583	NE	15	\$27,956.64	\$46,027.82
Auxiliary Services Marketing Coordinator	3635	E	23	\$41,304.70	\$68,004.05



Wage and Salary Schedule

Job Title	Job Code	FLSA	Pay Grade	Minimum	Maximum
Bursar	3499	E	25	\$45,538.43	\$74,974.46
Cashier	4585	NE	13	\$25,150.00	\$39,760.56
Clinical Coordinator	3283	E	24	\$43,369.93	\$71,404.26
Clinical Coordinator, Nursing	3581	E	23	\$41,304.70	\$68,004.05
Construction Manager/Building Official	3112	E	28	\$52,716.42	\$86,792.31
Continuing Education Coordinator, Health Professions	3576	E	17	\$30,822.20	\$50,745.67
Controller	3215	E	30	\$60,000.00	\$98,784.00
Coordinator, Academic Affairs	3565	E	20	\$35,680.55	\$58,744.46
Coordinator, Academic Technology	3023	E	23	\$41,304.70	\$68,004.05
Coordinator, Accountability	3431	E	20	\$35,680.55	\$58,744.46
Coordinator, Accounting	3311	E	24	\$43,369.93	\$71,404.26
Coordinator, Administrative Technology	3107	E	23	\$41,304.70	\$68,004.05
Coordinator, Alumni Relations and Development	3589	E	22	\$39,337.81	\$64,765.76
Coordinator, Application Administration and Support	3486	E	28	\$52,716.42	\$86,792.31
Coordinator, Assessment and Student Success	3242	E	23	\$41,304.70	\$68,004.05
Coordinator, Auxiliary Services	3464	E	23	\$41,304.70	\$68,004.05
Coordinator, Budget	3468	E	24	\$43,369.93	\$71,404.26
Coordinator, Campus Student Life and Orientation	3612	E	20	\$35,680.55	\$58,744.46
Coordinator, Campus Technology	3590	E	19	\$33,981.48	\$55,947.10
Coordinator, Clinical Placements (School of Education)	3593	E	24	\$43,369.93	\$71,404.26
Coordinator, Construction and Fixed Asset Accounting	3467	E	23	\$41,304.70	\$68,004.05
Coordinator, Effectiveness	3503	E	24	\$43,369.93	\$71,404.26
Coordinator, Employee Benefits	3085	E	23	\$41,304.70	\$68,004.05
Coordinator, ESL Program – International Education	3642	E	24	\$43,369.93	\$71,404.26
Coordinator, Event Services	3634	E	23	\$41,304.70	\$68,004.05
Coordinator, Faculty and Staff Technology Training	3628	E	23	\$41,304.70	\$68,004.05
Coordinator, Faculty Development and Training	3074	E	22	\$39,337.81	\$64,765.76
Coordinator, Firefighter Program	3406	E	25	\$45,538.43	\$74,974.46
Coordinator, Fitness and Wellness	3638	E	23	\$41,304.70	\$68,004.05
Coordinator, International Student Services	3312	E	19	\$33,981.48	\$55,947.10
Coordinator, International Study Abroad Program	3630	E	19	\$33,981.48	\$55,947.10
Coordinator, Legal and Risk	3562	E	22	\$39,337.81	\$64,765.76
Coordinator, Library Circulation Services	3084	E	19	\$33,981.48	\$55,947.10
Coordinator, Organization and Staff Development	3598	E	23	\$41,304.70	\$68,004.05
Coordinator, Peer Tutorial Services	3394	E	20	\$35,680.55	\$58,744.46
Coordinator, Plant Operations	3400	E	21	\$37,464.58	\$61,681.68
Coordinator, Retention and Student Success	3249	E	23	\$41,304.70	\$68,004.05
Coordinator, Student Information Systems	3363	E	29	\$55,879.41	\$91,999.87
Coordinator, Student Rights and Responsibilities	3616	E	20	\$35,680.55	\$58,744.46
Coordinator, Student Services	3418	E	20	\$35,680.55	\$58,744.46
Coordinator, Technology Center	3109	E	23	\$41,304.70	\$68,004.05
Coordinator, Veterans Affairs	3462	E	21	\$37,464.58	\$61,681.68



Wage and Salary Schedule

Job Title	Job Code	FLSA	Pay Grade	Minimum	Maximum
Corporate Training Associate	3515	NE	14	\$26,300.00	\$42,477.12
Curriculum and Catalog Systems Officer	3604	NE	19	\$33,981.48	\$55,947.10
Database Administrator, Lead	3510	E	29	\$55,879.41	\$91,999.87
Degree Audit System Specialist I	3528	NE	18	\$32,363.31	\$53,282.96
Degree Audit System Specialist II	3456	E	20	\$35,680.55	\$58,744.46
Dental Clinic Assistant	4482	NE	14	\$26,300.00	\$42,477.12
Dental Clinic Supervisor	4103	E	30	\$60,000.00	\$98,784.00
Design Support Associate	3578	NE	13	\$25,150.00	\$39,760.56
Desktop Support Technician	4452	NE	14	\$26,300.00	\$42,477.12
Development Specialist	3511	E	19	\$33,981.48	\$55,947.10
Director, Academic Assessment	3618	E	28	\$52,716.42	\$86,792.31
Director, Adaptive Services	3466	E	30	\$60,000.00	\$98,784.00
Director, Corporate Sponsorships	3639	E	29	\$55,879.41	\$91,999.87
Director, Design and Development	3308	E	29	\$55,879.41	\$91,999.87
Director, Development	3111	E	29	\$55,879.41	\$91,999.87
Director, Donor Relations and Event Management	3591	E	27	\$50,206.12	\$82,659.34
Director, Exhibitions and Collections	3076	E	30	\$60,000.00	\$98,784.00
Director, Faculty and Student Research	3629	E	27	\$50,206.12	\$82,659.34
Director, Legal and Risk	3561	E	29	\$55,879.41	\$91,999.87
Director of Records	3533	E	25	\$45,538.43	\$74,974.46
Director, Online Learning	3285	E	30	\$60,000.00	\$98,784.00
Director, Professional Development and Training	3284	E	29	\$55,879.41	\$91,999.87
Director, Simulation Education	3273	E	25	\$45,538.43	\$74,974.46
Director, Testing Services	3075	E	26	\$47,815.35	\$78,723.19
Director, Upward Bound	3224	E	26	\$47,815.35	\$78,723.19
Dual Enrollment Specialist	3252	E	17	\$30,822.20	\$50,745.67
Employee Services Associate	3596	NE	15	\$27,956.64	\$46,027.82
Executive Assistant	3460	E	18	\$32,363.31	\$53,282.96
Facilities Coordinator	3444	E	18	\$32,363.31	\$53,282.96
Facilities Database Systems Specialist	3643	E	17	\$30,822.20	\$50,745.67
Facilities Systems Manager - Fire Official	3320	E	22	\$39,337.81	\$64,765.76
Faculty Development and Training Associate	3570	NE	13	\$25,150.00	\$39,760.56
Financial Aid Assistant	4404	NE	13	\$25,150.00	\$39,760.56
Financial Aid Communications Coordinator	3623	E	23	\$41,304.70	\$68,004.05
Financial Aid Services Supervisor	3419	E	18	\$32,363.31	\$53,282.96
Financial Aid Specialist	4337	NE	15	\$27,956.64	\$46,027.82
Fiscal Specialist	4477	NE	17	\$30,822.20	\$50,745.67
Fixed Asset Specialist	3469	E	16	\$29,354.48	\$48,329.21
Foundation Specialist	4150	NE	16	\$29,354.48	\$48,329.21
Graphic Artist and Creative Coordinator	3032	E	22	\$39,337.81	\$64,765.76



Wage and Salary Schedule

Job Title	Job Code	FLSA	Pay Grade	Minimum	Maximum
Head Coach **	3509	E	28	\$52,716.42	\$86,792.31
Horticulturist	4142	NE	15	\$27,956.64	\$46,027.82
Human Resources Associate	4370	NE	16	\$29,354.48	\$48,329.21
Human Resources Manager, Classification and Compensation	3636	E	25	\$45,538.43	\$74,974.46
Human Resources Manager, Operations	3641	E	25	\$45,538.43	\$74,974.46
Human Resources Manager, Talent Acquisition	3640	E	25	\$45,538.43	\$74,974.46
Human Resources Specialist	3352	E	20	\$35,680.55	\$58,744.46
Information Security Officer	3332	E	29	\$55,879.41	\$91,999.87
Institutional Research Analyst	3426	E	20	\$35,680.55	\$58,744.46
Instructional Assistant	4575	NE	14	\$26,300.00	\$42,477.12
Instructional Designer	3286	E	24	\$43,369.93	\$71,404.26
Library Assistant	4380	NE	14	\$26,300.00	\$42,477.12
Library Associate	4102	NE	16	\$29,354.48	\$48,329.21
Lieutenant	3504	E	25	\$45,538.43	\$74,974.46
Maintenance Mechanic	4365	NE	14	\$26,300.00	\$42,477.12
Maintenance Technician	4140	NE	15	\$27,956.64	\$46,027.82
Maintenance Technician II	3443	NE	17	\$30,822.20	\$50,745.67
Manager, Facilities Maintenance and Operations	3345	E	29	\$55,879.41	\$91,999.87
Manager, Grants Administration and Development	3573	E	22	\$39,337.81	\$64,765.76
Manager, Student Affairs Operations	3569	E	24	\$43,369.93	\$71,404.26
Network Administrator	3543	E	28	\$52,716.42	\$86,792.31
Nursing Support Specialist	4206	NE	15	\$27,956.64	\$46,027.82
Office Assistant	4473	NE	12	\$24,150.00	\$36,220.80
Officer	4155	NE	17	\$30,822.20	\$50,745.67
Online Support Specialist	3288	E	16	\$29,354.48	\$48,329.21
Payroll Manager	3587	E	25	\$45,538.43	\$74,974.46
Payroll Representative	3588	NE	17	\$30,822.20	\$50,745.67
Procurement Specialist	4476	NE	16	\$29,354.48	\$48,329.21
Procurement Support Clerk	4207	NE	14	\$26,300.00	\$42,477.12
Program Director	3230	E	25	\$45,538.43	\$74,974.46
Program Director, Health Information Technology*	3514	E	25	\$45,538.43	\$74,974.46
Program Director, Nursing, ASN	3580	E	29	\$55,879.41	\$91,999.87
Program Director, Nursing, RN to BSN	3579	E	29	\$55,879.41	\$91,999.87
Program Support Specialist	3372	E	17	\$30,822.20	\$50,745.67
Programmer	3034	E	21	\$37,464.58	\$61,681.68
Project Coordinator	3461	E	22	\$39,337.81	\$64,765.76
Public Relations and Marketing Associate	3031	E	23	\$41,304.70	\$68,004.05
Public Safety Technician	4160	NE	14	\$26,300.00	\$42,477.12
Public Safety Technician II	4122	NE	16	\$29,354.48	\$48,329.21
Purchasing Card Specialist	3207	E	19	\$33,981.48	\$55,947.10
Receiving and Distribution Clerk	4500	NE	12	\$24,150.00	\$36,220.80



Wage and Salary Schedule

Job Title	Job Code	FLSA	Pay Grade	Minimum	Maximum
Receiving and Distribution Supervisor	4171	E	17	\$30,822.20	\$50,745.67
Records and Articulation Officer	3606	NE	17	\$30,822.20	\$50,745.67
Registration Specialist	4203	NE	14	\$26,300.00	\$42,477.12
Registration Supervisor	3519	E	19	\$33,981.48	\$55,947.10
Reports Coordinator/Programmer	3206	E	28	\$52,716.42	\$86,792.31
Residence Life Specialist	3073	E	16	\$29,354.48	\$48,329.21
Science Lab Manager	3379	E	18	\$32,363.31	\$53,282.96
Selective Program Admissions Specialist	3344	E	16	\$29,354.48	\$48,329.21
Senior Coordinator, International Students and Scholars	3627	E	26	\$47,815.35	\$78,723.19
Senior Coordinator, Retention and Student Success	3577	E	24	\$43,369.93	\$71,404.26
Senior Programmer Analyst	3361	E	28	\$52,716.42	\$86,792.31
Senior Research Analyst, School of Education	3626	E	27	\$50,206.12	\$82,659.34
Senior Staff Assistant	4465	NE	15	\$27,956.64	\$46,027.82
Senior Switchboard Operator	4590	NE	13	\$25,150.00	\$39,760.56
Sergeant	3326	NE	20	\$35,680.55	\$58,744.46
Simulation Technician	4403	E	21	\$37,464.58	\$61,681.68
Sports Information Director	3602	E	22	\$39,377.81	\$64,765.76
Staff Assistant	4470	NE	14	\$26,300.00	\$42,477.12
Student Enrollment Specialist, Trade Adjustment Assistance (TAA) Program	3508	E	17	\$30,822.20	\$50,745.67
Student Life and Orientation Specialist	3613	E	16	\$29,354.48	\$48,329.21
Student Services and Campus Engagement Specialist	3631	NE	16	\$29,354.48	\$48,329.21
Student Services and Testing Representative	3595	NE	14	\$26,300.00	\$42,477.12
Student Services Specialist	4205	NE	14	\$26,300.00	\$42,477.12
Student Success and Operations Specialist	3625	E	26	\$47,815.35	\$78,723.19
Switchboard Operator	4589	NE	12	\$24,150.00	\$36,220.80
Technology Event Services Specialist	3607	NE	17	\$30,822.20	\$50,745.67
Technology User Services Specialist	3608	NE	17	\$30,822.20	\$50,745.67
Testing Specialist	4350	NE	14	\$26,300.00	\$42,477.12
Title IX Coordinator/Equity Officer	3529	E	25	\$45,538.43	\$74,974.46
Transfer Articulation Systems Specialist	4515	NE	14	\$26,300.00	\$42,477.12
Transfer Transcript Evaluator	4355	NE	15	\$27,956.64	\$46,027.82
Unified Communications Specialist	3454	E	23	\$41,304.70	\$68,004.05
UNIX Administrator	3542	E	28	\$52,716.42	\$86,792.31
Upward Bound Specialist	3568	NE	15	\$27,956.64	\$46,027.82
User Support Analyst	3500	E	29	\$55,879.41	\$91,999.87
Veterans Affairs Specialist	4402	NE	17	\$30,822.20	\$50,745.67
Videography Associate	3578	NE	13	\$25,150.00	\$39,760.56
Web Developer	3334	E	21	\$37,464.58	\$61,681.68
Webmaster	3478	E	29	\$55,879.41	\$91,999.87

*Indicates 10.5 month position

**Indicates non-Administrator position on contract



Wage and Salary Schedule

FLORIDA SOUTHWESTERN STATE COLLEGE COLLEGIATE HIGH SCHOOLS 2016-2017

Compensation Schedule

Instructional (196 days)

A teacher's salary will be placed in a range based on their previous effective teaching experience. Pay and benefits will be delivered based on current College processes and procedures.

Tier 1 (0-5 years of effective teaching experience)	Minimum Salary	\$38,192.00
Tier 2 (6-10 years of effective teaching experience)	Minimum Salary	\$40,000.00
Tier 3 (11+ years of effective teaching experience)	Minimum Salary	\$43,000.00

School Counselor (211 days)

Guidance Counselors will receive an initial annual salary based on number of qualifying years of effective service. Pay will be delivered based on current College processes and procedures and Guidance Counselors will receive an equivalent benefit package as Teachers.

Minimum Salary \$45,000.00

Administrative

The Principal and Assistant Principal will be compensated in alignment with existing College policies and procedures.

Principal (243 days)	Minimum Salary	\$81,000.00
Assistant Principal (232 days)	Minimum Salary	\$65,000.00

Coordinator, High School Operations (243 days)

The Coordinator, High School Operations shall be compensated in alignment with existing College policies and procedures.

Minimum Salary \$35,680.55



Wage and Salary Schedule

Administrative Assistant (243 days)

The Administrative Assistant shall be compensated in alignment with existing College policies and procedures.

Minimum Salary \$29,354.48

Staff Assistant (243 days)

The Staff Assistant shall be compensated in alignment with existing College policies and procedures.

Minimum Salary \$26,300.00

Student Support Assistant (243 days)

The Student Support Assistant shall be compensated in alignment with existing College policies and procedures.

Minimum Salary \$26,300.00

Office Assistant (243 days)

The Office Assistant shall be compensated in alignment with existing College policies and procedures.

Minimum Salary \$24,150.00

Instructional Assistant

The Instructional Assistant shall be compensated in alignment with existing College policies and procedures.

Minimum Rate \$14.43/hour



Wage and Salary Schedule

Overload (teaching extra classes) and Part-Time Teachers

Payment for service is based on highest documented degree earned and should be delivered incrementally following the College's current payroll procedures:

	<u>Per Class/Per Semester</u>
Bachelor's Degree	\$2,250.00
Master's Degree	\$2,500.00
Doctorate Degree	\$2,750.00

Substitutes

Each school shall maintain a list of qualified substitute teachers who have been hired through the appropriate College Human Resource procedures and have been fingerprinted at the local school districts.

Bachelor's Degree	\$11.50 per hour
Master's Degree	\$12.50 per hour
Long-term substitution	\$19.50 per hour

Supplemental Compensation

Major Club Sponsor

A major club sponsor is working with students after school several days a week, sometimes in the evening and sometimes on weekends. The established club is a pivotal part of the school's activity program.

\$800.00 max/semester*

Academic/Service Club Sponsor

An academic/service club sponsor is working with students after school more than one day a week, sometimes in the evening and sometimes on weekends. An academic club is an outgrowth of the academic program. These clubs stem from a desire of both teacher and students to explore issues and concepts in greater depth or in a different framework than the classroom. Service clubs are designed to provide opportunities for students to be of service to their school or to their community.

\$400.00 max/semester*



Wage and Salary Schedule

Special Interest Club Advisor

A special interest club sponsor is working with students typically one day a week, rarely in the evening and almost never on weekends. A special interest club is one that is usually generated by student interest. Students identify a need for an organization and approach the principal and a prospective sponsor to ask for permission to start a new club.

\$200.00 max/semester*

*May be prorated for partial semester service.

Staff Development or Student Supervision

Per Title Ila guidelines, employees will be compensated at the federally established \$15.00/hour plus the current social security rate.

Professional Academic Services

Employees working on items that are of academic nature, but happen outside the scope of normal teaching will be compensated accordingly. Examples of professional academic services, includes, but are not limited to, new course development, grant-funded activities, or other duties assigned by the principal that are academic and /or content specific. Payment for these services will be calculated using the hourly rate equivalent from the employee's base salary and the number of hours spent completing the service(s).

Homebound/Hospital Instruction

When a student is ill for an extended period of time and unable to attend school, he/she may have a legally binding IEP that indicates that homebound/hospital instruction is necessary. In cases that warrant this type of instructional service, high school teachers must provide that instruction. Payment for these services will be calculated using the hourly rate equivalent from the employee's base salary, the number of hours spent completing the instruction, plus 20%. Employees will also be compensated for mileage.



Wage and Salary Schedule

Advanced Degrees

In accordance with F.S. 1012.22 (1)(c)3, instructional personnel hired on or after July 1, 2011 will be paid an appropriate salary supplement each academic year, not added to base salary, as long as their advanced degree is in the employee's teaching discipline.

Master's Degree	\$2,500.00 supplement
Doctorate Degree	\$4,000.00 supplement

Salary Increases-Instructional, School Counselor, Administrative, Support

Salary increases will occur based on the individual's annual evaluation and annual budget and will go into effect the next contract year.

Value of Highly Effective Rating	Minimum Salary Increase	1%
Value of Effective Rating	Minimum Salary Increase	.5%
Value of Needs Improvement Rating	No Increase	
Value of Unsatisfactory Rating	No Increase	



Wage and Salary Schedule

OPS TEMPORARY POSITIONS

Temporary and On-Call OPS positions are established to meet a workload of a temporary, casual or seasonal nature and are filled on an as-needed basis. Hours are scheduled on an as-needed basis only, as determined either by the type of assignment, location, or by the availability of the employee. Employees in temporary OPS positions are limited to working no more than 25 hours per week and are not guaranteed a specific length of employment, or a set number of hours per week. Temporary OPS positions do not receive benefits except those required by statute or regulation.

Job Code	Title	Minimum Rate
3633A	Assistant Coach, Intercollegiate Athletics	Varies; Nominal Fee Volunteer
9092A	Athletic Trainer, Intercollegiate Athletics	Varies
3632A	Camp Coach, Intercollegiate Athletics	Varies; Nominal Fee Volunteer
4101A	Clinical Associate	\$22.00 (Varies by Department)
3597A	EMS Clinical Associate	\$25.00
9203A	FSWCHS Student Assistant (Thomas Edison Campus)	\$8.30
9092A	OPS College Temp	Varies
9103A	Peak Partner (On-Call)	\$10.00
8100A	Peer Advisor	\$8.55
8100A	Student Assistant	\$8.30
8100A	Tutor	\$8.30
8100A	Work Study	\$8.30
8100B	Student Peer Architect	\$8.55
8200A	Student Resident Advisor	Stipend
PROCT	Test Proctor	\$12.50



Wage and Salary Schedule

APPENDIX B

2013-2016 COLLECTIVE NEGOTIATIONS AGREEMENT

FACULTY WAGE AND SALARY SCHEDULE

FULL-TIME FACULTY

A. NEW FACULTY NINE-MONTH CONTRACT SALARY FOR SEMESTERS FALL AND SPRING **(For those faculty whose full-time contracts began on or after August 16, 2013):**

SCHEDULE I:	Bachelor's Degree	Base of \$ <u>46,770.06</u>
SCHEDULE II:	Master's Degree	Base of \$ <u>48,769.42</u>
SCHEDULE III:	Master's Degree plus 30 approved Semester Hours beyond Master's or 45 approved Quarter Hours.....	Base of \$ <u>50,766.96</u>
SCHEDULE IV:	Master's Degree plus 60 approved Semester Hours beyond Master's or 90 approved Quarter Hours.....	Base of \$ <u>54,764.75</u>
SCHEDULE V:	Doctorate.....	Base of \$ <u>55,964.25</u>

The following steps are to be followed in computing a new faculty member's salary:

1. The faculty member is placed on one of the five schedules above according to academic degree earned. The degree used for placement on the schedule must normally be in the subject area to be taught, with the approval of the Provost.
2. \$200.00 is allowed an incoming faculty member for each year of verifiable teaching experience (10 years maximum), and this total is added to the base on the appropriate schedule.

B. RETURNING INSTRUCTIONAL FACULTY NINE-MONTH CONTRACT FOR SEMESTERS FALL AND SPRING **(For those faculty whose full-time contracts began prior to August 16, 2013):**

For 2016-2017, returning faculty member's contracted salary for nine (9) months (exclusive of any supplemental, substitute, overload, or unique or special contracts for instructional support services above and beyond the faculty member's usual contracted services to the College) will remain at the levels negotiated for 2015-2016. The FSW-FF and the College are currently in negotiation.

NOTE: No returning faculty member will earn less than the beginning salary for new faculty described in Section A. above.



Wage and Salary Schedule

C. CHANGES IN CURRENT PLACEMENT FOR FACULTY ON THE SALARY SCHEDULE:

Verification of hours and changes in schedule placement must be approved by the Provost and must be accomplished prior to September 15th for full year salary change and February 1st for second half of the year salary change. Verification shall be on the basis of official transcripts. The placement on a different schedule will be effective retroactively to the beginning of the contract year if verification is accomplished prior to September 15th. Placement verified after September 15th but prior to February 1st will be effective with the second pay period in February. Once a faculty member is qualified in his or her subject area, any additional graduate hours may be counted, with prior approval of the Provost for placement on Schedule III (Master's degree plus 30 graduate semester hours) and Schedule IV (Master's degree plus 60 graduate semester hours).

D. LIBRARY FACULTY AND COUNSELORS ASSIGNED TO A BASIC CONTRACT

OF 208 DUTY DAYS

For 2016-2017, returning Library Faculty member's contracted salary for two hundred eight (208) duty days (exclusive of any supplemental, substitute, overload, unique or special contracts for instructional support services above and beyond the faculty member's usual contracted services to the College) will remain at the levels negotiated for 2015-2016. The FSW-FF and the College are currently in negotiation.

NEW LIBRARY FACULTY AND COUNSELORS ASSIGNED A BASIC CONTRACT

OF 208 DAYS

Salary Schedule Amount from Appendix B, Section A divided by 166 duty days (a daily rate of pay) x the total number of duty days to be worked (208 duty days).

F. SALARIES FOR FULL-TIME INSTRUCTORS USED AS SUBSTITUTES AND FOR SUPPLEMENTAL INSTRUCTIONAL HOURS

Bachelor's	=	\$32.88	per contact hour
Master's	=	\$34.77	per contact hour
Master's+ 30	=	\$36.64	per contact hour
Master's+ 60	=	\$38.62	per contact hour
Doctorate	=	\$40.52	per contact hour

The substitute rates noted in this section shall not be applicable to a faculty member who assumes full responsibility for teaching a class for the balance of a semester/term where there is at least 40% of the scheduled classes remaining in the semester/term. In this situation the faculty member will be regarded as a "replacement" rather than as a "substitute." If the additional load hours result in the faculty teaching



Wage and Salary Schedule

more than the normal 15 to 16 hour semester load then the replacement faculty member will be compensated using the overload rate. Total compensation will be pro-rated based on the percentage of teaching hours remaining in the semester.

G. OVERLOAD PAY (Effective 8/16/13)

Full-time professors are paid for additional teaching beyond their normal contractual commitments during a regular semester, and for all Summer A, Summer B or a Summer A and B combination full-semester teaching on a per-instructional hour basis. The amount of pay is determined by (a) the degree held by the professor, and (b) the number of instructional hours of the additional teaching, as determined in Article 6.2 of this Agreement.

<u>Degree</u>	<u>*Per Instructional Hour</u>
Bachelor's	\$722.00
Master's	\$807.00
Master's+ 30	\$841.00
Master's+ 60	\$855.00
Doctorate	\$891.00

*Compensation for portions of an instructional hour shall be computed by multiplying the rate for one instructional hour by the appropriate fraction to be paid of the instructional hour.

H. INDEPENDENT STUDY, INDIVIDUAL PRACTICA, AND INDIVIDUAL COOPERATIVE INTERNSHIPS (Effective 8/16/13)

Full-time professors will be paid \$100.00 per credit per student for Independent Study, Individual Practica, and Cooperative Internships. A maximum of 24 credits, \$2,400.00 is permitted per semester for a faculty member. (Note: \$200.00 will be paid to faculty who have only one credit for a semester of independent study, individual practice, and individual cooperative internships.) Any practica taught in groups of seven or more would be compensated according to the existing wage & salary schedule. These hours will not count toward total faculty load hours.

I. HONOR'S RESEARCH

The Honor's Project Advisor will be paid \$400.00 per student for the semester during which he/she is overseeing an Honor's Project.



Wage and Salary Schedule

PART-TIME INSTRUCTIONAL FACULTY

A. SALARIES FOR PART-TIME CREDIT INSTRUCTORS

- Part-time instructors are paid on a per-course basis. Part-time instructors are limited to a schedule of up to a maximum of twelve (12) credit hours per fall or spring semester and no more than nine (9) credit hours at any one time during the summer semester. The amount of pay per course is determined by the number of contact hours normally expected per course. For part-time instructors, load hours per course refers to the total number of hours per term the instructor is normally expected to meet each class. Normally, 16 contact hours equal one load hour.

<u>Per Assigned Load Hour</u>	<u>Total Salary for 3-Hour Course</u>
\$750.00	\$2,250.00

- The College may also wish to contract with part-time instructors for periods of time shorter than a full term. Such contracts will be based on the actual number of contact hours to be worked.
\$46.88 per contact hour

B. SALARIES FOR SUBSTITUTE INSTRUCTORS

\$36.00 per contact hour

C. PART-TIME FACULTY WHO DO NOT COMPLETE A COURSE AS CONTRACTED ARE PAID AS FOLLOWS:

Total contract amount per course x % of class taught (see below) = Salary to be paid.

% of class taught = number of sessions taught ÷ total number of sessions scheduled.

Example: The course is scheduled to be taught 2 times per week for 16 weeks = 32 sessions. Each class is 75 minutes. The contract amount is \$2,250.00. The faculty member taught 21 sessions.

- Total minutes scheduled for this course are 32 sessions x 75 minutes = 2,400 minutes
- Total minutes faculty member taught is 21 sessions x 75 minutes = 1,575 minutes
- $1,575 \div 2,400 = 65.6\%$
- The faculty member would be paid $\$2,250.00 \times .656 = \$1,476.00$

D. SUBSTITUTES FOR ABOVE COURSES ARE PAID AS FOLLOWS:

Number of class days x hours per day taught = total hours taught x amount paid per hour (using Substitute Salary Schedule) = SALARY PAID.



Wage and Salary Schedule

E. AUTHORIZED REASSIGNMENTS

Adjunct faculty members may be reassigned or released from a course(s) in order to perform curriculum development, instructional supervision, student services, or other related work other than classroom instruction. These activities are compensated in accordance with Section A, number 1 of this Section. The specific terms and conditions of these special contracts will be determined by the College in view of program or service needs and delineated in a special contract letter to the Adjunct faculty member.

F. INDEPENDENT STUDY, INDIVIDUAL PRACTICA AND INDIVIDUAL COOPERATIVE INTERNSHIPS:

Adjunct professors will be paid \$200.00 per student up to \$1,200.00 for a group of six students. Any practica taught in groups of seven or more would be compensated according to the existing wage and salary schedule. These hours will not count toward total faculty load hours.



Wage and Salary Schedule

NON-CREDIT INSTRUCTION

A. CONTINUING WORKFORCE EDUCATION INSTRUCTION

A non-credit continuing education instructor is paid an hourly rate within a wage range determined by internal and external market conditions and based on verifiable, professional related experience. The amount of hours paid per course is determined by the number of contact hours normally expected per course. The wage range provides the College the ability to generate revenue at least equal to the full cost of instruction. The specific cost for each class must be specified in the contract for that class.

Arts & Crafts classes	\$25.00 - \$50.00 per hour
Vocational	\$25.00 - \$50.00 per hour
Health	\$25.00 - \$50.00 per hour
Professional/Corporate CE training	\$25.00 - \$50.00 per hour
Speech Pathology	\$80.00 per hour
Dental Hygienist Local Anesthesia	\$100.00 per hour

B. SPECIAL FEES FOR FLORIDA SOUTHWESTERN STATE COLLEGE STANDARDIZED TEST PREPARATION AND ADMINISTRATION

1. Special fees may be paid to persons selected by an appropriate administrator to administer Florida SouthWestern State College standardized testing sessions during non-duty hours.

The fee schedule for such special fees for Fair Labor Standards Act (FLSA) exempt employees will be as follows:

Room Supervisor	\$14.50 per hour
Proctor	\$12.50 per hour

The fee schedule for such special fees for FLSA non-exempt employees will be in accordance with the overtime compensation laws specified in the Fair Labor Standards Act.

The appropriate administrator will assign specific duties and responsibilities of Room Supervisors and Proctors to the persons selected in accordance with the particular test(s) to be administered.

2. CLAST Review Instructor \$26.00 per contact hour



Wage and Salary Schedule

BENEFITS SCHEDULE

RETIREMENT: Florida SouthWestern State College employees participate in the Florida Retirement System. Eligible employees may elect to withdraw from the Florida Retirement System and participate in an optional retirement program. Contributions will be made to the FRS by eligible employees and the College, as provided in the FRS membership guidelines, statutes, policies and/or rules.

MEDICAL INSURANCE: The College pays 100% of the premium for all full-time employees. Coverage is provided by Florida Blue. Dependent coverage is available at the employees' cost.

LIFE INSURANCE: A \$15,000 term life and accidental death/dismemberment policy is provided for all full-time Florida SouthWestern State College employees. This coverage is purchased by the College at a cost of approximately \$40.00 per year per employee. Additional supplemental term life insurance may be purchased by the employee.

LONG-TERM DISABILITY INSURANCE: The College will pay 100% of the premium for all full-time employees. Coverage is provided by Standard Insurance Company. Short-term disability insurance may be purchased by the employee.

VOLUNTARY DEFERRED COMPENSATION PLAN: 403(b) Match Plan – For non-faculty full time employees, the College will match up to 3% of the employee's salary if the employee is contributing an equal portion to the annuity program.

VACATION LEAVE: Full-time Professional and Career Service staff with 0-60 months of service earns 12 days' vacation leave each year (one day per month). The rate increases to 15 days per year for employees with 61-120 months of service, and 18 days per year for employees with 121 months or more. Full-time administrators earn 24 days per year and executives earn 30 days per year.

SICK LEAVE: All full-time employees accrue one day of sick leave per month of service (given they have worked the majority of the month). This leave may be accumulated from year to year. Sick leave may also be approved for illness or death of an immediate member of the family or household, or other close relative.

PERSONAL LEAVE: Employees are entitled to use four days of sick leave as personal leave days during each fiscal year, which may be charged to the employee's unused sick leave. Personal leave days do not accumulate from year to year.



Wage and Salary Schedule

HOLIDAYS: Most national holidays are observed by the College as non-duty days.

EDUCATION BENEFITS:

Tuition Scholarships allow eligible employees or dependents (as defined by policy) to take some Florida SouthWestern State College credit classes per college operating policy. The scholarship may also apply to employees taking some non-credit classes.

Tuition Reimbursement pays a designated amount for eligible regular status, full time employee's coursework at another accredited institution (as defined by policy). Tuition reimbursement is based on the availability of funds during each fiscal year.

ALTERNATIVE PLAN TO SOCIAL SECURITY: The Alternate Plan to Social Security is provided to adjunct instructors (both credit and non-credit), substitute instructors, clinical associates/fire academy instructors, clinical supervisors, clinical assistants and nursing preceptors. These employees contribute 7.5% of salary to purchase tax sheltered annuities instead of contributing 6.2% to Social Security.

*Additional benefits may be available at the employee's expense.



Glossary

<u>Acronym</u>	<u>Description</u>
AA	Associate in Arts Degree
AAA	Rate for lowest risk of default securities
AAAm	Money Market Fund rating category
AAM	Money Market Fund rating category
AIMR	Association of Investment Management and Research
AS	Associate in Science Degree
AY	Academic Year
BAS	Bachelor of Applied Science Degree
BS	Bachelor of Science Degree
CAAHEP	Commission on Accreditation of Allied Health Education Programs
CCC	College Credit Certificates
CCPF	Community College Program Funding
CI	Capital Improvement
CLEP	College Level Examination Program
CMO	College Mortgage Obligation
CoAEMSP	Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions
CPI	Consumer Price Index
CTC	Community Technology Center
CUPA	College and University Professional Association of Human Resources
EIFS	Exterior Insulation Finishing System
EMS	Emergency Medical Services
FEFP	Florida Education Finance Program
FLSA	Florida Labor Standards
FRS	Florida Retirement System
FSEOG	Federal Supplemental Educational Opportunity Grant
FSW	Florida SouthWestern State College
FSW-FF	Florida SouthWestern Faculty Federation
FT	Full Time
FTE	Full Time Equivalents
FTIC	First Time In College
FY	Fiscal Year
FYE	First Year Experience
GAA	General Appropriation Act
GASB	Governmental Accounting Standards Board
HOPE	Helping Others Pursue Education
HVAC	Heating, Ventilating and Air Conditioning
ID	Identification
IEP	Individualized Education Program
IO	Interest Only
IT	Information Technology
LGIP30D	Local Government Investment Pool All 30 Day rate
LIBOR	London Interbank Offered Rate
Mgt	Management
NE	Non-Exempt for overtime provisions
NFCA	National Fast pitch Coaches Association
NISOD	National Institute for Staff and Organizational Development
NJCAA	National Junior College Athletic Association
OPS	Other Professional Services
PECO	Public Education Capital Outlay
PO	Principal Only
PT	Part Time
SACSCOC	Southern Association of Colleges and Schools Commission on Colleges
SBE	State Board of Education
SOD	Sum of Digits (maintenance, repairs and services)
SREF	State Requirements for Educational Facilities
TAACCT	Trade Adjustment Assistance Community College and Career Training Program
YMCA	Young Men's Christian Association



Glossary of Terms

Academic Support

An expense classification that includes support services to the instructional areas. Examples are libraries, computing support and academic administration.

Account

A descriptive heading under which similar financial transactions are grouped.

Accrual Basis

The basis of accounting under which revenues are recognized when earned and expenses are recognized when they become a legal obligation or liability.

Adjunct Professor

Part Time Instructors contracted for periods of time shorter than a full term. Such contracts are based on the actual number of contact hours to be worked.

Banner

An enterprise system designed for higher education. FSW utilizes Banner for students, finance, financial aid and human resources/payroll.

Bond

A bond is a written promise to pay a specific sum of money, called the face value or principle amount, at a specified date (or dates) in the future, called the maturity date, and with periodic interest at a rate specified in the bond. A bond is generally issued for specific purpose or project, such as construction of a new facility.

BUC Card

The BUC Card is the Florida SouthWestern State College identification card. This little card is much more than the official ID, from access to student activities and library services to accessing the dorm rooms for on campus residents.

Budget Adjustment

Any approved change after the formal adoption of the budget by the Board.

Capital Budget

The Capital Budget includes funding for capital assets and infrastructure such as facilities, renovation and certain equipment.

Capital Outlay

Money spent to acquire, maintain, repair, or upgrade capital assets. Capital assets, also known as fixed assets, may include machinery, land, facilities, or other business necessities that are not expended during normal use. Capital outlays, also referred to as capital expenditures, are recorded as liabilities.

Compliance Assist

Web based software system designed to assist in housing effectiveness plans and reports for continuing improvement.

Contingency

Contingency funds are those appropriations set aside as a reserve for emergencies or unforeseen expenses.

Consumer Price Index

A measure of the average change over time in the prices paid by urban consumers for a market basket of consumer goods and services

Credit Hour

The unit of measuring educational credit usually based on the number of classroom hours per week throughout a term.

**Debt Service Funds**

Reserve established to service interest and principal payment on short term and long term debt (Bond)

Endowment Fund

A fund held by a charitable organization which the donor has imposed a restriction that prohibits some or the entire fund from being spent currently.

Exempt Employees

Employees who are exempt from the overtime provisions of the Fair Labor Standards Act (FLSA)

First Year Experience

A program to connect students to the resources, tools and programs that are essential for their success in the first year and beyond.

Fiscal Year

The Fiscal year is the period over which a college budgets its spending. It consists of a period of twelve months, not necessarily concurrent with the calendar year; a period to which appropriations are made and expenses are authorized and at the end of which accounts are made up and the books are balanced. FSW's fiscal year is from July 1st to June 30th.

Fringe Benefits

Various benefits other than salaries and wages provided by the College to employees which include: retirement, health insurance, long term disability insurance, life insurance, earned leave, etc.

Full Time Equivalent (FTE)

An FTE is equal to 100% of the normal full time work hours per job classification. It also means "full time equivalency" for the purposes of full time enrolled students.

Fund

An income source established for the purpose of carrying on specific activities, or attaining certain objectives, in accordance with special regulations, restrictions or limitations. The terms and conditions established by this income source and/or the college must be complied with in making expenses against the particular account.

Fund Accounting

A method of accounting that separates and tracks financial transactions to meet restrictions and reporting requirements imposed by funding sources and/or the college.

Fund Balance

The balance remaining in each fund account representing the funds available for unforeseen occurrences, such as revenue shortfalls and unanticipated expenses as well as for future use as the restrictions governing the fund allows.

General Fund

This fund is used to account for all transactions not required to be accounted for in another fund, and is used for all general purpose operating activities of the college.

Grant

Monetary award, usually from the federal or state government, restricted to use for a specific purpose. Each specific grant should be set up as a fund and accounted for separately using a complete group of self-balancing accounts.

Investment Income

Income or revenue derived from investments in securities or other properties in which money is held, either temporarily or permanently, in expectation of obtaining revenues.

**Non-Exempt Employees**

Employees who are subject to all Fair Labor Standards Act (FLSA) provisions of overtime.

OPS Employment

Other Personal Services (OPS) employment is a temporary employer/employee relationship used solely for accomplishing short term or intermittent tasks.

Plant Funds

Funds to be used for the construction, alteration or purchase of physical property of the college.

Restricted Fund

The restricted fund is used to account for funds that have restrictions on their use. The purpose of the funds is determined by the donors or sponsoring agency. The revenues for the restricted fund come largely from federal Grants/Contracts, State of Florida Grants/Contracts, Local Grants/Contracts and Private Gifts/Grants. Each specific Grant is accounted for separately using a complete group of self-balancing accounts.

Retention

A measure of whether students who took a course in the indicated program during Fall of an academic year returned to the College for the Fall of the subsequent academic year. This measure does not indicate whether the student took another course in the same program, only that they returned to the college.

Supplies and Services

Any un-capitalized article, material or service that is consumed in use, is expendable or loses its original shape or appearance with use. This category includes the cost of outside or contracted services as well as materials and supplies necessary for the conduct of the College's business.

State Appropriations

Revenue received by the College from the State of Florida.

Student Tuition and Fees

Include all student tuition and fees assessed against students for educational and general purposes. Tuition is the amount per billable hour times the number of billable hours charged to a student for taking a course at the college. Fees include laboratory fees, application fees, transcript fees, and similar charges not covered by tuition.