



March 20, 2023

**M E M O R A N D U M**

**TO:** Jim Murdaugh, Ph.D.  
President

**FROM:** Barbara Wills, Ph.D.  
Vice President for Administrative Services and Chief Business Officer

**SUBJECT:** Policy Manual Changes

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**Item Description**

This item requests Board approval of Policy Manual changes in chapters 4000 – Program, 5000 – Students, 6000 – Finances, and 8000 – Operations.

**Overview and Background**

The College brings forth a request to modify the College’s Policy Manual: revisions of policies within chapters 4000 – Program, 5000 – Students, 6000 – Finances, and 8000 – Operations.

Highlights of these changes include:

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| <b>4145 – Testing for Placement Services</b> – Policy revised to include alternative placement measures.  |
| <b>5440 – Disruptive Students</b> – Policy revised to include designee.   |
| <b>6330 – Acquisition of Professional Architectural, Engineering, Landscape Architectural, or Land Surveying Services</b> – Policy revised to include requirements or changes in Florida Statute. |
| <b>6334 – Prequalification of Contractors for Educational Facilities Construction</b> – Policy corrected to match existing process.   |
| <b>8310 – Public Records</b> – Policy revised to change the general records schedule referenced.  |
| <b>8530 – The Americans with Disabilities Act</b> – Policy revised to change designee.  |
| <b>8545 – Relations with Special Interest Groups</b> – Policy revised to include designee.  |

The policies may be reviewed at:

<https://www.tcc.fl.edu/about/college/district-board-of-trustees/college-procedures/policy-revisions/>

**Funding/ Financial Implications**

N/A

**Past Actions by the Board**

The Board approved previous revisions to the College's Policy Manual in November 2022.

**Recommended Action**

Approve revision of College policies as presented.