



MEMORANDUM

TO: All Trustees

FROM: Joe H. Pickens, J.D.

DATE: October 20, 2026

RE: October 28 SJR State Board Orientation and Meeting

The St. Johns River State College District Board of Trustees Orientation and Meeting will be held on **Wednesday, October 28** at the **St. Augustine Campus**.

The Orientation will begin at **9:00 am** in the Criminal Justice Multipurpose Room J-149. Lunch will follow.

The Board Meeting will be held in the regular meeting room, the Viking Center Multipurpose Room V-112. It will begin upon completion of the Board Orientation.

Please review the enclosed material and if you have any questions, do not hesitate to call me.

Thank you.

JHP/sms

ST. JOHNS RIVER STATE COLLEGE
DISTRICT BOARD OF TRUSTEES MEETING

Wednesday, October 28, 2026, 2:00 p.m.

St. Augustine Campus, Viking Center Multipurpose Room V112

MISSION STATEMENT:

St. Johns River State College, an open-access, public institution of higher education in Northeast Florida, promotes excellence in teaching and learning to enrich the lives of its students and strengthen its community.

**Note: At the discretion of the Chair or any other Board member, items may be taken out of order for action and/or discussion.*

AGENDA

- I. Call to Order
- II. Public Comment
- III. Old Business
- IV. Consent Agenda – Chairperson Rich Komando – Action
The items on the consent agenda are routine business and are not expected to require discussion before action. Items will be enacted by one motion. Any Trustee can request a topic to be removed from the consent agenda and discussed further for separate action.
 - A. Minutes
 - 1. Approval of Minutes of September 16, 2026, Board Meeting
 - B. Chief Operating Officer/Senior Vice President – Dr. Melanie Brown *(If you have any questions, please call Dr. Brown’s direct #386-312-4202.)*
 - 1. Approval of Personnel Matters
 - C. Vice President for Finance/CFO – VP Randy Peterson *(If you have any questions, please call VP Peterson’s direct #386-312-4022.)*
 - 1. Facilities Usage Report – September 2026
 - 2. Write-offs of Tangible Personal Property
 - 3. Approval of Monthly Financial Report – September 2026
 - 4. Budget Amendments
 - a. Operating Fund 1
 - b. Restricted Fund 2
 - c. Auxiliary Fund 3
 - d. Capital Outlay/Plant Fund 7
 - D. Vice President for Academic & Student Affairs – Dr. Ed Jordan *(If you have any questions, please call Dr. Jordan’s direct #386-312-4151.)*

1. Approval of the following curriculum revisions effective **Spring 2027** for Community & Corporate Education Department:
 - a. New Courses:
 - CWX 031 Project Management Professional Exam Prep
 - CWX 032 Automotive Service Fundamentals Section 1
 - CWX 033 Automotive Service Fundamentals Section 2
 - CWX 034 Automotive Service Fundamentals Section 3
 - CWX 035 NCCER Core Construction Section 1
 - CWX 036 NCCER Core Construction Section 2
 - CWX 037 NCCER HVAC Level 1 Section 1
 - CWX 038 NCCER HVAC Level 1 Section 2
 - b. Revised Courses:
 - CWX 0119 Manufacturing Skills Standards Council (MSSC) 4.0 Safety
 - CWX 0120 MSSC 4.0 Quality Practices and Measurements
 - CWX 0121 MSSC 4.0 Manufacturing Processes and Production
 - CWX 0122 MSSC 4.0 Maintenance Awareness
2. Approval of the following curriculum revisions effective **Fall 2027** for the Criminal Justice & Public Safety Department:
 - a. New Course:
 - CJE 4754 Artificial Intelligence in Criminal Justice
 - b. Revised Course:
 - CJE 4663 Crime Analysis I
 - c. Revised Program:
 - B.S. Degree in Criminal Justice – Applied Intelligence Studies
3. Approval of the following curriculum revisions effective **Spring 2027** for the Criminal Justice & Public Safety Department:
 - a. Revised Program:
 - Equivalency of Training (EOT)
 - Law Enforcement
 - Corrections
4. Approval of Revisions to 2026-2027 College Catalog/Student Handbook
 - a. Credit Card Fee Update
 - b. Veterans Affairs/Financial Aid Update

V. New Business

- A. Chief Operating Officer/Senior Vice President – Dr. Melanie Brown – Action and Information Agenda Items (*If you have any questions, please call Dr. Brown's direct #386-312-4202.*)
 1. Information Only: After advertising, the following SJR State Board Rules will be brought to the December 2026 Board of Trustees meeting for approval:
 - a. NEW Rule 3.40 Active Assailant Response Plan
 - b. NEW Rule 3.41: Family Reunification Plan
 - c. NEW Rule 3.42 Postsecondary Threat Management Protocol

- d. NEW Rule 3.43: Artificial Intelligence Use and Limitations
 - e. NEW Rule 4.43: Application Fee Waivers
 - f. NEW Rule 6.37 Student Mental Health and Behavioral Health Supports
 - g. Amendment to Rule 7.11 Adult Education Policy
 - h. Amendment to Rule 7.12 Minimum Requirements for Admission to College Credit Programs
 - i. Amendment to Rule 7.24 Minimum Requirements for Admission to Non-College Credit Programs
2. Action to Approve the request to waive the College's Application Fee under limited circumstances during the 2026-2027 academic year:
- a. Up to 25 "Free Application Days" to be used as a marketing/recruitment tool:
 - 3 days to be held in conjunction with *FAFSA Frenzy* or similar events on each campus
 - 10 days for *Free App* events at local high school campuses or similar events
 - 3 days to coincide with each *SJR State Campus Open House* or similar events
 - 1 day to coincide with the *Summer Recruiting Event*
 - Up to 8 additional days to be scheduled in conjunction with other major recruiting events or campaigns
 - b. Limited, individual application fee waivers to be provided on a case-by-case basis to former military, homeless, former foster care, and/or other students who identify as needing assistance paying the application fee
3. Information Only: SJR State's Statement of Institutional Commitment to Excellence, Opportunity, and Service
- B. Vice President for Finance/CFO – VP Randy Peterson – Action and Information Agenda Items (*If you have any questions, please call VP Peterson's direct #386-312-4022.*)
- 1. Action to Approve the Active Assailant Response Plan
 - 2. Action to Approve the Family Reunification Plan
 - 3. Information Only: Dual Enrollment FTE and Revenue
- C. Vice President for Academic & Student Affairs – Dr. Ed Jordan - Action and Information Agenda Items (*If you have any questions, please call Dr. Jordan's direct #386-312-4151.*)
- 1. Action to Approve Summer 2027 Study Abroad Proposal – Ireland (LIT 2182, ENC 1102 and WOH 1022) – Presented by AVP Mike Keller

VI. President's Report

VII. Trustees' Comments

VIII. Adjournment

ST. JOHNS RIVER STATE COLLEGE
DISTRICT BOARD OF TRUSTEES MEETING MINUTES
September 16, 2026

MEMBERS PRESENT:

Mr. Rich Komando, Chairperson
Mr. Nick Primrose, Vice Chair
Ms. Alexandria Hill
Mr. Kevin Payne
Mr. Jud Sapp
Mr. Cyrus Zomorodian

MEMBERS ABSENT:

Ms. Chereese Stewart - excused

OTHERS PRESENT:

Joe H. Pickens, J.D., Executive Secretary
Jeremiah Blocker, J.D., Board Attorney

I. Meeting Call to Order:

Chairperson Komando called the meeting to order at 2:00 pm.

II. Public Comment:

The floor was open to Public Comments. Hearing none, the floor was closed to Public Comments.

III. Old Business:

There was no Old Business.

IV. Consent Agenda Items:

Chairperson Komando requested approval of the Consent Agenda Items IV.A-C:

- A. 1. Minutes of August 26, 2026, Board Meeting
- B. Chief Operating Officer/Senior Vice President – Dr. Melanie Brown: 1. Personnel Matters
- C. Vice President for Finance/CFO – Randy Peterson: 1. Monthly Financial Report – August 2026; 2. Facilities Usage Report – August 2026; 3. Write-offs of Tangible Personal Property.

Ms. Hill moved approval of Consent Agenda Items IV.A-C. Mr. Primrose seconded the motion. Motion carried (Hill, Komando, Payne, Primrose, Sapp, Zomorodian – Yes).

V. New Business:

- A. Chief Operating Officer/Senior Vice President – Dr. Melanie Brown – Action and Information Agenda Items

1. Dr. Melanie Brown reviewed and requested that the Trustees attest to the Annual Review of SJR State DBOT Rules and Policies.

Ms. Hill moved, seconded by Mr. Primrose, to approve Chief Operating Officer/Senior Vice President Items V.A.1 (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer/Senior Vice President). Motion carried (Hill, Komando, Payne, Primrose, Sapp, Zomorodian – Yes).

2. Dr. Brown discussed a request to schedule a SJR State District Board of Trustees Board Orientation and Strategic Planning Workshop. The goal is to open an on-going strategic discussion regarding the College's strategic priorities impacting student achievement and success. This will provide a forum for showcasing cross-cutting initiatives and the work yet to be done. Conversation will be started as the College moves toward closing out the 2022-27 Strategic Plan and begins the development phase of a new plan. Board members agreed to the proposed date of Wednesday, October 28, with the workshop being held beginning at 9:00 am and the regularly scheduled Board Meeting beginning at 2:00 pm. Trustee Primrose requested that the Board Meeting begin immediately following the conclusion of the workshop, not necessarily at 2:00 pm. Dr. Brown noted that the workshop and lunch will potentially take the entire time from 9:00 am to 2:00 pm. It was agreed to advertise the start time of the Board meeting as immediately following the conclusion of the workshop.

B. Vice President for Finance/CFO – VP Randy Peterson – Action Agenda Items

1. VP/CFO Peterson reviewed and requested approval of Fund Balance Carry-Forward Spending Plan.

Mr. Primrose moved, seconded by Mr. Payne, to approve Vice President for Finance/CFO Item V.B.1 (a detailed listing is contained in the material submitted by the Office of VP/Chief Finance Officer). Motion carried (Hill, Komando, Payne, Primrose, Sapp, Zomorodian – Yes).

2. Mr. Peterson introduced Controller Beth Dillon, who presented and requested approval to Accept the Annual Financial Report – Fiscal Year 2025-2026.

Mr. Primrose moved, seconded by Ms. Hill, to approve Vice President for Finance/CFO Item V.B.2 (a detailed listing is contained in the material submitted by the Office of VP/Chief Finance Officer). Motion carried (Hill, Komando, Payne, Primrose, Sapp, Zomorodian – Yes).

C. Vice President for Academic & Student Affairs – Dr. Ed Jordan

1. Dr. Ed Jordan reviewed and requested approval of the Florida College System College Affordability Report for 2026.

Mr. Zomorodian moved, seconded by Mr. Sapp, to approve Vice President for Academic & Student Affairs Item V.C.1 (a detailed listing is contained in the material submitted by the Office of Vice President for Academic & Student

Affairs). Motion carried (Hill, Komando, Payne, Primrose, Sapp, Zomorodian – Yes).

VI. President's Report:

President Pickens noted the "President's Board Report – September 2026," which was a compilation report of student achievements.

President Pickens thanked Trustee Payne his wife for attending a volleyball match several weeks ago. The team is currently ranked 11th nationally.

VII. Trustees' Comments

Trustee comments were made. Trustee Hill noted that she toured the campus with Trustee Payne and stated that the renovated/remodeled Florida School of the Arts facility is beautiful.

Trustee Payne thanked all the staff who worked on the Donor Appreciation event that was held this past Saturday evening.

Chair Komando referred to the "Florida School of the Arts Season of Events" brochure. It was noted that the Florida School of the Arts Ribbon Cutting has been scheduled on Thursday, October 29 at 3:00 pm. Invitations are being emailed today.

VIII. Adjournment

Chairperson Komando adjourned the meeting at 2:45 p.m.



MEMORANDUM

TO: Joe Pickens, J.D.
College President

FROM: Melanie Brown, Ph.D.
Chief Operating Officer/Senior Vice President

DATE: October 20, 2026

RE: Consent Agenda Items
October 28, 2026, District Board of Trustees Meeting

The following item is submitted for the Board of Trustees' consideration at the October 28, 2026, meeting:

1. Approval of Personnel Matters

DISTRICT BOARD OF TRUSTEES

BOARD MEETING: October 28, 2026

PERSONNEL MATTERS

Name	Job Classification	Type of Pay or Action	Pay Scale or Rate	Dates
Bowden, Alyxandra	FT- Paraprofessional	Terminated	N/A	10/06/2026
Clinger, Marta	FT- Paraprofessional	Resigned	N/A	09/30/2026
Gibson, Tracy	FT- Paraprofessional	Hire	PP – Grade 119	10/01/2026
Gray, Cierra	FT- Paraprofessional	Hire	PP – Grade 119	10/05/2026
Mark, Robin	FT – Career Service	Resigned	N/A	09/30/2026
Martinez, Luis	FT- Paraprofessional	Hire	PP – Grade 112	09/11/2026
Morris, Victoria	FT – Career Service	Promotion	CS – Grade 108	10/01/2026
Usry, John	FT- Paraprofessional	Resigned	N/A	09/30/2026

MISCELLANEOUS

Volunteers:

- Jill Stephenson – Thrasher Horne Center



MEMORANDUM

TO: Joe Pickens, President

FROM: Randy Peterson, Vice President/CFO

DATE: October 19, 2026

RE: Consent Agenda Items: October 28, 2026, District Board of Trustees Meeting

The following Consent items are submitted for the Board of Trustees' consideration at the October 28, 2026, meeting:

CONSENT AGENDA ITEMS:

1. Facilities Usage Report – September 2026
2. Approval of Write-offs of Tangible Personal Property
3. Approval of Monthly Financial Report – September 2026
4. Budget Amendments
 - a. Operating Fund 1
 - b. Restricted Fund 2
 - c. Auxiliary Fund 3
 - d. Capital Outlay/Plant Fund 7

MEMORANDUM

TO: Randy Peterson, VP for Finance

FROM: Amy Tincher, Senior Accountant

DATE: October 8, 2026

RE: Report on Facilities Use for September 2026

Facilities Use for the month of September 2026:

Organization	Campus
Daytona State College – DCF exams	Palatka
CC's Motorcycle Training	Palatka
Fellowship of Christian Athletes	Palatka
Putnam Republican Club	Palatka
Mission Trace HOA	St. Augustine
Society of Financial Awareness	St. Augustine
DCCM (Design, Consulting, Construction Management)	St. Augustine
Kiwanis Club of Clay County	Orange Park



MEMORANDUM

TO: Randy Peterson

FROM: Cindy Reed

DATE: October 15, 2026

RE: Consent on Write-Off of Tangible Personal Property

The write-off of tangible personal property must be approved by the Board of Trustees on October 28, 2026, Board Meeting. I recommend write-off approval for the listed tangible personal property items from the college's property system. Please let me know if you have any questions on these items.

Property #	Description	Reason for Write-Off	Acquisition Date
30749	2007 Chevy Impala	Item Obsolete	05/26/2011
30750	2007 Chevy Impala	Item Obsolete	05/26/2011
32135	2008 Chevy Impala	Item Obsolete	11/12/2013



Monthly Financial Report

September 2026

ST. JOHNS RIVER STATE COLLEGE
BALANCE SHEET
As of September 30, 2026

	Total	General Current Fund	Restricted Current Fund	Auxiliary Fund	Scholarship Fund	Agency Fund	Unexpended Plant Fund
Assets:							
Cash	\$18,898,711	\$2,093,169	\$493,927	\$4,995,409	\$320,658	\$618,643	\$10,376,905
Cash Equivalents	578	578	0	0	0	0	0
Certificates of Deposit	20,000,000	20,000,000	0	0	0	0	0
Accounts Receivable	1,716,420	1,482,362	30,405	133,940	16,970	0	52,743
Inventories	305,491	0	0	305,491	0	0	0
Due From Component Unit	0	0	0	0	0	0	0
Prepaid Assets	0	0	0	0	0	0	0
Other Assets	2,600	2,600	0	0	0	0	0
Due from State	18,939,217	0	0	0	0	0	18,939,217
Total Assets	59,863,017	23,578,709	524,332	5,434,840	337,628	618,643	29,368,865
Deferred Outflow of Resources	9,494,264	9,494,264	0	0	0	0	0
Liabilities:							
Net Pension Liability	20,294,601	20,294,601	0	0	0	0	0
Compensated Absences Payable	4,263,531	4,263,531	0	0	0	0	0
Other Post Employment Benefit Payable	15,337,958	15,337,958	0	0	0	0	0
Deferred Revenue	877	0	0	877	0	0	0
Payables	1,184,433	25,735	11	43,145	252,710	618,643	244,189
Due to Other Funds	2,695	2,695	0	0	0	0	0
Total Liabilities	41,084,095	39,924,520	11	44,022	252,710	618,643	244,189
Deferred Inflow of Resources	8,480,208	8,480,208	0	0	0	0	0
Fund Balance	19,792,978	(15,331,755)	524,321	5,390,818	84,918	0	29,124,676
Amount Expected to be Financed in Future Years	38,847,720	38,847,720	0	0	0	0	0
Adjusted Fund Balance	58,640,698	23,515,965	524,321	5,390,818	84,918	0	29,124,676

ST JOHNS RIVER STATE COLLEGE
SUMMARY OF INCOME AND EXPENDITURES
UNRESTRICTED CURRENT FUND
For the Month End September 30, 2026

	Current Budget	Current Year to Date Activity	Current Unobligated Balance	Budget to Year to Date Activity (25.0% Complete)	Prior Year to Date Activity
Revenue:					
Tuition and Fees	\$12,056,845	\$5,231,252	\$6,825,593	43.4%	\$5,260,579
State Support	38,597,187	8,541,324	30,055,863	22.1%	8,501,155
Local Support	2,275,000	0	2,275,000	0.0%	147,854
Other Sources	1,449,800	307,912	1,141,888	21.2%	468,295
Total Revenue	<u>54,378,832</u>	<u>14,080,488</u>	<u>40,298,344</u>	<u>25.9%</u>	<u>14,377,883</u>
Expenditures:					
Salaries	28,428,929	6,608,783	21,820,146	23.2%	6,100,736
Benefits	11,943,254	1,767,897	10,175,357	14.8%	2,699,202
Total Salaries & Benefits	<u>40,372,183</u>	<u>8,376,680</u>	<u>31,995,503</u>	<u>20.7%</u>	<u>8,799,938</u>
Materials and Supplies	2,609,642	822,950	1,786,692	31.5%	883,287
Contracted Non Instructional	1,895,074	275,912	1,619,162	14.6%	296,357
Utilities	1,273,800	348,320	925,480	27.3%	324,799
Repairs and Maintenance	1,378,298	383,803	994,495	27.8%	432,765
Professional Fees	322,877	67,778	255,099	21.0%	74,354
Insurance	961,625	536,880	424,745	55.8%	573,291
Technology Services	182,320	89,548	92,772	49.1%	106,515
Travel	474,108	71,076	403,032	15.0%	51,567
Advertising	106,006	29,567	76,439	27.9%	37,859
Other Services	894,643	279,565	615,078	31.2%	291,110
Other Current Charges	1,102,645	354,557	748,088	32.2%	349,982
Total Current Expenses	<u>11,201,038</u>	<u>3,259,956</u>	<u>7,941,082</u>	<u>29.1%</u>	<u>3,421,886</u>
Capital Outlay	887,031	158,091	728,940	17.8%	128,104
Transfers	1,765,429	1,265,429	500,000	71.7%	4,000,000
Total Expenditures	<u>54,225,681</u>	<u>13,060,156</u>	<u>41,165,525</u>	<u>24.1%</u>	<u>16,349,928</u>
Net Revenues and Expenditures	<u>\$153,151</u>	<u>\$1,020,332</u>			<u>\$(1,972,045)</u>
Budgeted Ending Adjusted Fund Balance*	<u>\$22,703,897</u>				

*Excludes Amount to be Financed in Future Years of \$38,847,720

ST. JOHNS RIVER STATE COLLEGE
SUMMARY OF INCOME AND EXPENDITURES
RESTRICTED CURRENT FUND
For the Month End September 30, 2026

	Current Budget	Current Year to Date Activity	Current Unobligated Balance	Budget to Year to Date Activity (25.0% Complete)	Prior Year to Date Activity
Revenue:					
Federal Support	\$413,356	\$76,105	\$337,251	18.4%	\$132,409
Student Fees	832,400	356,178	476,222	42.8%	366,102
State Support	108,490	9,549	98,941	8.8%	22,418
Other Sources	0	0	0	0.0%	0
Total Revenue	<u>1,354,246</u>	<u>441,832</u>	<u>912,414</u>	<u>32.6%</u>	<u>520,929</u>
Expenditures:					
Salaries	505,107	140,661	364,446	27.8%	147,019
Benefits	<u>196,606</u>	<u>59,942</u>	<u>136,664</u>	<u>30.5%</u>	<u>75,702</u>
Total Salaries & Benefits	701,713	200,603	501,110	28.6%	222,721
Materials and Supplies	269,282	45,776	223,506	17.0%	70,403
Contracted Non Instructional	53,632	29,432	24,200	54.9%	26,050
Repairs and Maintenance	390	390	0	0.0%	293
Professional Fees	30,385	2,325	28,060	7.7%	5,185
Technology Services	0	0	0	0.0%	0
Travel	152,276	12,408	139,868	8.1%	13,470
Advertising	0	0	0	0.0%	0
Other Services	112,657	41,795	70,862	37.1%	27,576
Other Current Charges	<u>462</u>	<u>34</u>	<u>428</u>	<u>7.4%</u>	<u>13,679</u>
Total Current Expenses	619,084	132,160	486,924	21.3%	156,656
Capital Outlay	52,649	986	51,663	1.9%	61,501
Total Expenditures	<u>1,373,446</u>	<u>333,749</u>	<u>1,039,697</u>	<u>24.3%</u>	<u>440,878</u>
Net Revenues and Expenditures	<u>(\$19,200)</u>	<u>\$108,083</u>			<u>\$80,051</u>



Budget Amendments

Fiscal Year 2026-2027

**St. Johns River State College
Budget Amendment Request
Fund 1: Unrestricted Fund**

Fiscal Year: 2026-27

Month: September

Amendment Number: 1

Be it resolved that the District of Board of Trustees, St. Johns River State College, in meeting assembled pursuant to Section 1011.30, Florida Statutes and Rule 6A-14.0716(3), Florida Administrative Code, hereby approves this amendment to the college budget for the fiscal year as follows:

Category	Current Budget	Increase	Decrease	Amended Budget
Beginning Fund Balance	22,495,633	0.00	0.00	22,495,633
Revenues	54,378,832	0.00	0.00	54,378,832
Total Available	76,874,465	0.00	0.00	76,874,465
Salaries and Benefits	41,748,610	0.00	1,376,427	40,372,183
Current Expenses	11,668,057	1,298,410	0.00	12,966,467
Capital Outlay	915,019	0.00	27,988	887,031
Total Expenditures	54,331,686	1,298,410	1,404,415	54,225,681
Ending Fund Balance	22,542,779	0.00	0.00	22,648,784

Justification:

Use of board designated reserves for transfer to Capital Project/Plant Fund for renovation of the Florida School of the Arts building, beach volleyball court improvements, and gym painting. Decrease to salaries and benefits due to distribution of residual funds associated with the transition of Florida College System employee benefit plan. Categorical reclassification for Pipeline fund, and category changes as requested by departments for general operations.

**St. Johns River State College
Budget Amendment Request
Fund 2: Restricted Fund**

Fiscal Year: 2026-27

Month: September

Amendment Number: 1

Be it resolved that the District of Board of Trustees, St. Johns River State College, in meeting assembled pursuant to Section 1011.30, Florida Statutes and Rule 6A-14.0716(3), Florida Administrative Code, hereby approves this amendment to the college budget for the fiscal year as follows:

Category	Current Budget	Increase	Decrease	Amended Budget
Beginning Fund Balance	416,238	0.00	0.00	416,238
Revenues	<u>1,068,318</u>	<u>285,928</u>	<u>0.00</u>	<u>1,354,246</u>
Total Available	1,068,318	285,928	0.00	1,354,246
Salaries and Benefits	482,775	218,938	0.00	701,713
Current Expenses	604,102	15,677	695.00	619,084
Capital Outlay	<u>641.00</u>	<u>52,008</u>	<u>0.00</u>	<u>52,649</u>
Total Expenditures	1,087,518	286,623	695.00	1,373,446
Ending Fund Balance	397,038	0.00	0.00	397,038

Justification:

Budgeted revenue and expenditure increase to reflect award notifications for Perkins grants. Category changes allowed by grantor.

**St. Johns River State College
Budget Amendment Request
Fund 3: Auxiliary Fund**

Fiscal Year: 2026-27

Month: September

Amendment Number: 1

Be it resolved that the District of Board of Trustees, St. Johns River State College, in meeting assembled pursuant to Section 1011.30, Florida Statutes and Rule 6A-14.0716(3), Florida Administrative Code, hereby approves this amendment to the college budget for the fiscal year as follows:

Category	Current Budget	Increase	Decrease	Amended Budget
Beginning Fund Balance	5,197,974	0.00	0.00	5,197,974
Revenues	5,375,825	0.00	0.00	5,375,825
Total Available	10,573,799	0.00	0.00	10,573,799
Salaries and Benefits	1,181,002	0.00	0.00	1,181,002
Current Expenses	4,550,479	0.00	0.00	4,550,479
Capital Outlay	42,600	0.00	0.00	42,600
Total Expenditures	5,774,081	0.00	0.00	5,774,081
Ending Fund Balance	4,799,718	0.00	0.00	4,799,718

Justification:

St. Johns River State College
Budget Amendment Request
Fund 7: Capital Outlay/Plant Fund

Fiscal Year 2026-27
Month September

Amendment Number: 1

Be it resolved that the District Board of Trustees, St. Johns River State College, in meeting assembled pursuant to Section 1011.30, Florida Statutes and Rule 6A-14.0716(3), Florida Administrative Code, hereby approves this amendment to the college budget for the fiscal year as follows:

Fund Name: Plant Fund Number: 7

Category	Approved Budget	Increase	Decrease	Amended Budget
Beginning Fund Balance	\$ 27,996,263	\$ 407,607		\$ 28,403,870
Revenues	\$ 2,941,000	\$ -	\$ -	\$ 2,941,000
Expenditures:				
Capital Improvement Fee	\$ 4,343,006	\$ -	\$ 241,097	\$ 4,101,909
Sale of Assets	57,875	935		58,810
Local Transfers	6,719,815	-	2,922,495	3,797,320
Capital Outlay & Debt Service (CO&DS)	869,729	51,152		920,881
Renovation/Remodel (PECO)	-		-	-
24/25 Reno Classroom Bldg Wkfrs Ctr Add	18,945,772	-	6,555	18,939,217
State Deferred Maintenance	<u>1,066</u>	<u>-</u>	<u>1,066</u>	<u>-</u>
Total Expenditure Budget	\$ 30,937,263	\$ 52,087	\$ 3,171,213	27,818,137
Estimated Ending Fund Balance	<u>\$ -</u>			<u>\$ 3,526,733</u>

Adjust initial budgets for end of fiscal year purchases,
expenses, and scope of work changes.

	2026-27 APPROVED BUDGET	BUDGET AMENDMENT ONE	2026-27 AMENDED BUDGET
<u>REVENUE BUDGET</u>			
Capital Improvement Fee	\$ 1,300,000	\$ -	\$ 1,300,000
Capital Outlay & Debt Service (CO&DS)	140,000	-	140,000
State Deferred Maintenance	500,000	-	500,000
24/25 Reno Classroom Building Workforce Center Addition	-	-	-
Sale of Assets	1,000	-	1,000
Local Transfers	1,000,000	-	1,000,000
2026-27 Capital Outlay Revenue Budget	\$ 2,941,000	\$ -	\$ 2,941,000

<u>EXPENDITURE BUDGET</u>			
<u>Capital Improvement Fee</u>			
Student Safety Improvements	\$ -	\$ -	\$ -
SAC Building V (Viking Center) Furnishings & Equipment	-	-	-
Classroom Eq-Learning Resources	20,097	0	20,097
Academic Departmental Capital Equipment Needs	17,355	0	17,355
Technology Refresh 2026-27	-	600,000	600,000
Technology Refresh 2025-26	280,062	(1,813)	278,249
C/W Carpet Replacement	15,192	-	15,192
SAC Building C auditorium/Classroom	350,000	(664)	349,336
Remodel/Addition to FloArts Building (CIF)	268,250	370,466	638,716
Unallocated Funding	3,337,614	(1,227,343)	2,110,271
	\$ 4,288,570	\$ (259,353)	\$ 4,029,217
<u>Capital Improvement Fee - PSAV</u>			
Unallocated Funding	\$ 54,435	\$ 18,257	\$ 72,692
	\$ 54,435	\$ 18,257	\$ 72,692
<u>Sales of Assets - Unallocated</u>			
Miscellaneous Projects	\$ 11,497	0	\$ 11,497
Sale of Assets Expenses	4,575	-	4,575
Unallocated Funding	41,804	935	42,739
	\$ 57,876	\$ 935	\$ 58,810
<u>Local-Transfer</u>			
PAC Building A (Admin.) Renovation	\$ 2,250	\$ (2,250)	\$ -
Tree Campus	4,021	5,000	9,021
SAC Building V (Viking Center) Addition/Renovation	-	-	-
Facilities Planning	385	3,019	3,404
Remodel/Addition to FloArts Building	3,987,344	(2,466,150)	1,521,194
Unallocated Funding	25,770	(25,770)	-
	\$ 4,019,770	\$ (2,486,151)	\$ 1,533,619
<u>Local-Deferred Maintenance</u>			
C/W Sidewalk Repairs	\$ 4,573	\$ -	\$ 4,573
C/W Miscellaneous Maintenance Projects	1,769,336	(528,397)	1,240,939
PAC Miscellaneous Deferred Maintenance (Beautification)	445,931	-	445,931
C/W Elevator Upgrades	64,376	-	64,376
PAC, Gymnasium Projects	413,948	92,054	506,002
Unallocated Funding	1,880	-	1,880
	\$ 2,700,044	\$ (436,343)	\$ 2,263,701
<u>Local-Capital Projects</u>			
SAC Chiller/Cooling Tower Replacement	\$ -	\$ -	\$ -
Unallocated Funding	-	-	-
	\$ -	\$ -	\$ -

Capital Outlay & Debt Service

Furniture Replacement	\$ 3,761	\$ 0	\$ 3,761
C/W Roof Repair	56,853	-	56,853
PAC Storm Water Master Plan	50,000	-	50,000
Unallocated Funding	<u>759,115</u>	<u>51,152</u>	<u>810,267</u>
	\$ 869,729	\$ 51,152	\$ 920,881

State Deferred Maintenance

PAC Library Restroom/Window Wall System, ADA/Life Safety	1,067	(1,067)	-
SAC Chiller Replacement	-	-	-
OPC Chiller and Cooling Tower Replacement	-	-	-
PAC Sewer Piping Repair/Replacement	-	-	-
	<u>1,067</u>	<u>(1,067)</u>	<u>-</u>

24/25 PAC Ren/Add (PECO)

PAC Ren/Add Classroom Building and Workforce Addition	<u>\$ 18,945,772</u>	<u>\$ (6,555)</u>	<u>18,939,217</u>
	\$ 18,945,772	\$ (6,555)	\$ 18,939,217

2026-27 Capital Outlay Expenditure Budget

\$ 30,937,263 \$ (3,119,126) \$ 27,818,137



MEMORANDUM

TO: Joe Pickens, J.D.
College President

FROM: Edward P. Jordan, Ph.D. 
Vice President for Academic and Student Affairs

DATE: October 16, 2026

RE: Consent Agenda Items – October 28, 2026, District Board of Trustees Meeting

The following items are submitted for the Board of Trustees' consideration at the October 28, 2026, meeting:

- Approval of the following curriculum revisions effective **Spring 2027** for Community & Corporate Education Department:
 - o New Course(s):
 - CWX 031 Project Management Professional Exam Prep
 - CWX 032 Automotive Service Fundamentals Section 1
 - CWX 033 Automotive Service Fundamentals Section 2
 - CWX 034 Automotive Service Fundamentals Section 3
 - CWX 035 NCCER Core Construction Section 1
 - CWX 036 NCCER Core Construction Section 2
 - CWX 037 NCCER HVAC Level 1 Section 1
 - CWX 038 NCCER HVAC Level 1 Section 2
 - o Revised Course(s):
 - CWX 0119 Manufacturing Skills Standards Council (MSSC) 4.0 Safety
 - CWX 0120 MSSC 4.0 Quality Practices and Measurements
 - CWX 0121 MSSC 4.0 Manufacturing Processes and Production
 - CWX 0122 MSSC 4.0 Maintenance Awareness
- Approval of the following curriculum revisions effective **Fall 2027** for the Criminal Justice & Public Safety Department:
 - o New Course(s):
 - CJE 4754 Artificial Intelligence in Criminal Justice

- o Revised Course(s):
 - CJE 4663 Crime Analysis I
 - o Revised Program(s):
 - B.S. Degree in Criminal Justice – Applied Intelligence Studies
- Approval of the following curriculum revisions effective **Spring 2027** for the Criminal Justice & Public Safety Department:
 - o Revised Program(s)
 - Equivalency of Training (EOT)
 - Law Enforcement
 - Corrections
- Approval of Revisions to 2026-2027 College Catalog/Student Handbook
 - o Credit Card Fee Update
 - o Veterans Affairs/Financial Aid Update

**Instructional Curriculum Committee
Curriculum Change Submission Form**
Submit this completed form with your curriculum changes.

Department: Community & Corporate Education Department	Date: 09/29/2026
New Courses: CWX 031 Project Management Professional Exam Prep CWX 032 Automotive Service Fundamentals Section 1 CWX 033 Automotive Service Fundamentals Section 2 CWX 034 Automotive Service Fundamentals Section 3 CWX 035 NCCER Core Construction Section 1 CWX 036 NCCER Core Construction Section 2 CWX 037 NCCER HVAC Level 1 Section 1 CWX 038 NCCER HVAC Level 1 Section 2	Date Approved by Department: 9/29/2026
Revised Courses: CWX 0119 Manufacturing Skills Standards Council (MSSC) 4.0 Safety CWX 0120 MSSC 4.0 Quality Practices and Measurements CWX 0121 MSSC 4.0 Manufacturing Processes and Production CWX 0122 MSSC 4.0 Maintenance Awareness	Date Approved by Department: 9/29/2026
Courses to Delete:	Date Approved by Department:
New Programs:	Date Approved by Department:
Revised Programs:	Date Approved by Department:
Terminate Programs:	Date Approved by Department:
REMINDERS: After approval by the Instructional Curriculum Committee, submit SCNS and Catalog/Student Handbook Change forms for all changes listed on this form.	

- Changes to degree requirements and new and terminated programs will be communicated to Academic Advising in late Spring.
- New programs and program terminations require modifications to the SJR State Application as soon as possible—December ideally.

Course Number: CWX031

Course Title: Project Management Professional (PMP®) Exam Preparation

Course Description:

Prepare for one of the world's most recognized project management credentials through this comprehensive **35-hour PMI-authorized training course**. This instructor-led program is designed for current and aspiring project managers seeking to strengthen their project leadership skills and prepare for the Project Management Professional (PMP®) certification exam. Participants will explore project management principles based on the latest PMI® Exam Content Outline, including People, Process, and Business Environment domains. Topics include project planning, scheduling, budgeting, risk management, stakeholder engagement, quality management, Agile and hybrid methodologies, team leadership, and project execution. Through interactive instruction, practice activities, and exam preparation resources, students will gain the knowledge and confidence needed to successfully pursue PMP® certification.

About Course Content:

This course utilizes the official PMI® Authorized Training Partner curriculum and learning modules. Instruction follows the current PMI® Exam Content Outline and includes project integration, scope, schedule, cost, quality, resource, communications, risk, procurement, stakeholder, and Agile project management. Students will participate in instructor-led discussions, real-world project scenarios, knowledge checks, and exam preparation activities that reinforce best practices and professional project management competencies.

Required Special Activities:

Upon successful completion of the 35 contact hours, students will be prepared to apply for and take the Project Management Professional (PMP®) certification exam, provided they meet PMI® eligibility requirements.

Materials Required:

Official PMI® Authorized Training Partner course materials are included with registration.

Credential Earned:

Participants who successfully complete the course will receive documentation verifying **35 PMI® contact hours**, satisfying the educational requirement to apply for the Project Management Professional (PMP®) certification exam.

Type:

Corporate Education

Course Number: CWX032

Course Title: Automotive Service Fundamentals – Section 1

Course Description:

Begin your journey into the automotive service industry with this introductory training program based on ASE educational materials. Section 1 provides students with a strong foundation in automotive systems, safety, tool identification, and basic maintenance procedures. Participants will develop the knowledge and practical skills needed to understand vehicle operation while preparing for more advanced automotive instruction. This course is ideal for individuals exploring a career in automotive technology, current technicians seeking foundational knowledge, or hobbyists wanting to better understand vehicle maintenance.

Prerequisites:

None.

About Course Content:

This course utilizes ASE-based instructional materials and consists of Modules 1–3 of the Automotive Service Fundamentals curriculum.

- Module 1 – Shop Safety and Workplace Practices
- Module 2 – Tools, Equipment, and Preventive Maintenance
- Module 3 – Basic Engine Operation and Vehicle Systems

Students participate in classroom instruction and hands-on laboratory exercises designed to reinforce foundational automotive concepts while developing safe work habits and basic service skills.

Required Special Activities:

Students will complete hands-on shop activities, demonstrations, and practical exercises using automotive equipment and training vehicles. Participation in laboratory activities is required throughout the course.

Materials Required:

ASE-based student textbook/training manual, notebook, pen or pencil, closed-toe shoes, appropriate work clothing, and required personal protective equipment (PPE) as identified by the instructor.

Credential Earned:

Automotive Service Fundamentals Program Completion

Type: Corporate Education

Course Number: CWX033

Course Title: Automotive Service Fundamentals – Section 2

Course Description:

Continue building your automotive knowledge through intermediate instruction focused on vehicle systems, diagnostics, and repair procedures. Section 2 expands on the foundational skills learned in Section 1 while introducing students to more advanced inspection and troubleshooting techniques using ASE-based curriculum materials.

Prerequisites:

Successful completion of Automotive Service Fundamentals – Section 1 or instructor approval.

About Course Content:

This course utilizes ASE-based instructional materials and consists of Modules 4–6 of the Automotive Service Fundamentals curriculum.

- Module 4 – Steering and Suspension Systems
- Module 5 – Brake Systems
- Module 6 – Electrical Systems and Diagnostics

Students build technical knowledge through classroom instruction and extensive hands-on laboratory activities while learning diagnostic techniques and proper repair procedures using industry-standard equipment.

Required Special Activities:

Students will perform inspections, component testing, maintenance procedures, and diagnostic exercises in the automotive laboratory. Active participation in laboratory activities is required.

Materials Required:

ASE-based student textbook/training manual, notebook, pen or pencil, closed-toe shoes, appropriate work clothing, and required personal protective equipment (PPE) as identified by the instructor.

Credential Earned:

Automotive Service Fundamentals Program Completion

Type: Corporate Education

Course Number: CWX034

Course Title: Automotive Service Fundamentals – Section 3

Course Description:

Complete the Automotive Service Fundamentals series by developing advanced entry-level skills in vehicle diagnosis, repair procedures, and professional workplace practices. Section 3 prepares students to confidently apply the knowledge gained throughout the program using ASE-based instructional materials and hands-on laboratory experiences.

Prerequisites:

Successful completion of Automotive Service Fundamentals – Section 2 or instructor approval.

About Course Content:

This course utilizes ASE-based instructional materials and consists of Modules 7–9 of the Automotive Service Fundamentals curriculum.

- Module 7 – Engine Performance and Drivability
- Module 8 – Heating, Ventilation, and Air Conditioning (HVAC)
- Module 9 – Professional Service Procedures and Integrated Vehicle Diagnostics

Students apply classroom knowledge through instructor demonstrations, troubleshooting exercises, and hands-on laboratory experiences while developing the technical and professional skills expected of entry-level automotive service technicians.

Required Special Activities:

Students will complete practical laboratory exercises demonstrating diagnostic and repair procedures while applying safe workplace practices. Participation in all laboratory activities is required.

Materials Required:

ASE-based student textbook/training manual, notebook, pen or pencil, closed-toe shoes, appropriate work clothing, and required personal protective equipment (PPE) as identified by the instructor.

Credential Earned:

Automotive Service Fundamentals Program Completion

Type: Corporate Education

Course Number: CWX035

Course Title: NCCER Core Construction Level 1 – Section 1

Course Description:

Begin your career in the construction industry with this comprehensive introduction to the NCCER CoreCurriculum. Section 1 provides students with the foundational knowledge and practical skills required for success in a variety of construction trades. Through classroom instruction and hands-on laboratory activities, students develop essential workplace safety practices, construction mathematics skills, and the ability to properly identify and use industry tools and materials. This course serves as the first step toward advanced NCCER craft training and employment in the construction industry.

Prerequisites: None.

About Course Content:

This course utilizes the official NCCER Core Curriculum and consists of **Modules 1–4**.

Module 1 – Basic Safety

Module 2 – Introduction to Construction Math

Module 3 – Introduction to Hand Tools

Module 4 – Introduction to Power Tools

Students participate in classroom instruction and hands-on laboratory activities designed to develop safe work habits, mathematical skills, and proficiency using common construction tools.

Required Special Activities:

Students will participate in hands-on laboratory exercises using construction tools and equipment while demonstrating proper safety procedures. Students must successfully complete required performance evaluations associated with each module.

Materials Required:

Official NCCER Core Curriculum textbook and trainee guide, notebook, pencil, closed-toe work boots , appropriate work clothing, safety glasses, work gloves, and required personal protective equipment (PPE)as identified by the instructor.

Credential Earned: NCCER Core Construction Level 1 Certification

Type: Corporate Education

Course Number: CWX036

Course Title: NCCER Core Construction Level 1 – Section 2

Course Description:

Continue building the knowledge and technical skills introduced in Section 1 through advanced instruction utilizing the NCCER Core Curriculum. Students develop employability skills while gaining practical experience in construction drawings, material handling, and communication techniques commonly used throughout the construction industry. Successful completion prepares students for entry into NCCER craft-specific training programs.

Prerequisites:

Successful completion of NCCER Core Construction Level 1 – Section 1 or instructor approval.

About Course Content:

This course utilizes the official NCCER Core Curriculum and consists of **Modules 5-8**.

Module 5 – Introduction to Construction Drawings

Module 6 – Basic Rigging

Module 7 – Basic Communication Skills

Module 8 – Basic Employability Skills

Students participate in classroom instruction and hands-on laboratory activities designed to develop safe work habits, mathematical skills, and proficiency using common construction tools.

Required Special Activities:

Students will participate in hands-on laboratory exercises using construction tools and equipment while demonstrating proper safety procedures. Students must successfully complete required performance evaluations associated with each module.

Materials Required:

Official NCCER Core Curriculum textbook and trainee guide, notebook, pencil, closed-toe work boots, appropriate work clothing, safety glasses, work gloves, and required personal protective equipment (PPE) as identified by the instructor.

Credential Earned:

NCCER Core Construction Level 1 Certification

Type: Corporate Education

Course Number: CWX037

Course Title: NCCER HVAC Level 1 – Section 1

Course Description:

Begin your career in the heating, ventilation, and air conditioning industry with this comprehensive introduction to the NCCER HVAC Level 1 curriculum. Section 1 provides students with foundational knowledge and practical skills required for entry-level work in the HVAC industry. Through classroom instruction and hands-on laboratory activities, students develop essential workplace safety practices, learn basic HVAC principles, and gain experience with tools, equipment, and electrical systems. This course serves as the first step toward advanced HVAC training and employment in the heating, ventilation, air conditioning, and refrigeration industry.

Prerequisites:

Core Construction

About Course Content:

This course utilizes the official NCCER HVAC Level 1 curriculum and covers the first half of the program.

- Module 1 – Introduction to HVAC
- Module 2 – Trade Mathematics
- Module 3 – Basic Electricity
- Module 4 – Introduction to Cooling
- Module 5 – Introduction to Heating

Students participate in classroom instruction and hands-on laboratory activities designed to develop safe work habits, foundational HVAC knowledge, electrical skills, and an understanding of basic heating and cooling systems.

Required Special Activities:

Students will participate in hands-on laboratory exercises using HVAC tools, equipment, and training systems while demonstrating proper safety procedures. Students must successfully complete required performance evaluations associated with each module.

Materials Required:

Official NCCER HVAC Level 1 textbook and trainee guide, notebook, pencil, closed-toe work boots, appropriate work clothing, safety glasses, work gloves, and required personal protective equipment (PPE) as identified by the instructor.

Credential Earned:

NCCER HVAC Level 1 Certification

Type: Corporate Education

Course Number: CWX038

Course Title: NCCER HVAC Level 1 – Section 2

Course Description:

Continue building the knowledge and technical skills introduced in Section 1 through advanced instruction utilizing the NCCER HVAC Level 1 curriculum. Students expand their understanding of heating and cooling systems while developing practical skills in air distribution, refrigerant systems, installation procedures, and troubleshooting. Through classroom instruction and hands-on laboratory activities, students gain experience working with equipment and systems commonly used throughout the HVAC industry. Successful completion prepares students for continued NCCER HVAC craft training and entry-level employment opportunities.

Prerequisites:

Core Construction and Successful completion of NCCER HVAC Level 1 – Section 1

About Course Content:

This course utilizes the official NCCER HVAC Level 1 curriculum and covers the second half of the program.

- Module 6 – Introduction to Air Distribution Systems
- Module 7 – Basic Refrigeration Systems
- Module 8 – HVAC Installation Procedures
- Module 9 – HVAC Maintenance and Troubleshooting

Students continue developing HVAC knowledge through classroom instruction, practical laboratory exercises, and performance-based activities designed to reinforce technical skills, system operation, maintenance procedures, and workplace readiness.

Required Special Activities:

Students will complete hands-on laboratory exercises, equipment demonstrations, and required NCCER performance evaluations for each module. Students will also complete required NCCER written assessments associated with successful course completion.

Materials Required:

Official NCCER HVAC Level 1 textbook and trainee guide, notebook, pencil, closed-toe work boots, appropriate work clothing, safety glasses, work gloves, and required personal protective equipment (PPE) as identified by the instructor.

Credential Earned:

NCCER HVAC Level 1 Certification

Type: Corporate Education

Course Number: CXW0119

Course Title: MSSC 4.0 Safety

Course Description: Begin your career in the manufacturing industry with this comprehensive introduction to workplace safety through the MSSC 4.0 curriculum. This module provides students with foundational knowledge and practical skills required to work safely in a manufacturing environment. Students learn to identify workplace hazards, follow appropriate safety procedures, use personal protective equipment, and develop safe work habits essential to the manufacturing industry.

Prerequisites: None.

About Course Content: This course utilizes the official MSSC 4.0 curriculum and focuses on fundamental safety practices for the manufacturing workplace.

- Module 1 – MSSC 4.0 Safety

Students participate in instruction and activities designed to develop an understanding of workplace safety, hazard recognition, proper safety procedures, personal protective equipment, and safe manufacturing practices.

Required Special Activities: Students will participate in activities and demonstrations related to manufacturing safety while demonstrating proper workplace safety procedures and practices.

Materials Required: Official MSSC 4.0 curriculum materials, notebook, pencil, closed-toe work shoes or boots, appropriate work clothing, safety glasses, work gloves, and required personal protective equipment (PPE) as identified by the instructor.

Credential Earned: Eligible for Certificate of Production Technician 4.0 (successfully completion of all modules)

Type: Corporate Education

Course Number: CXW0120

Course Title: MSSC 4.0 Quality Practices and Measurement

Course Description: Build essential manufacturing skills with this introduction to quality practices and measurement through the MSSC 4.0 curriculum. This module provides students with foundational knowledge of quality standards, measurement practices, inspection processes, and the importance of maintaining consistent product quality in a manufacturing environment. Students develop an understanding of how quality practices contribute to safe, efficient, and successful manufacturing operations.

Prerequisites: None.

About Course Content: This course utilizes the official MSSC 4.0 curriculum and focuses on foundational quality practices and measurement skills used in manufacturing.

- Module 2 – MSSC 4.0 Quality Practices and Measurement

Students participate in instruction and activities designed to develop an understanding of quality principles, measurement practices, inspection processes, accuracy, and maintaining product and process standards.

Required Special Activities: Students will participate in activities and demonstrations involving quality practices and measurement while applying appropriate procedures and demonstrating an understanding of manufacturing quality standards.

Materials Required: Official MSSC 4.0 curriculum materials, notebook, pencil, closed-toe work shoes or boots, appropriate work clothing, safety glasses, work gloves, and required personal protective equipment (PPE) as identified by the instructor.

Credential Earned: Eligible for Certificate of Production Technician 4.0 (successfully completion of all modules)

Type: Corporate Education

Course Number: CXW0121

Course Title: MSSC 4.0 Manufacturing Processes and Production

Course Description: Develop a foundation in modern manufacturing processes and production through the MSSC 4.0 curriculum. This module provides students with an understanding of fundamental manufacturing operations, production processes, materials, equipment, and workflow. Students gain knowledge of how products move through the manufacturing process and develop an understanding of the practices required for efficient and productive manufacturing operations.

Prerequisites: None.

About Course Content: This course utilizes the official MSSC 4.0 curriculum and focuses on fundamental manufacturing processes and production practices.

- Module 3 – MSSC 4.0 Manufacturing Processes and Production

Students participate in instruction and activities designed to develop an understanding of manufacturing systems, production processes, materials, equipment, workflow, and fundamental manufacturing practices.

Required Special Activities: Students will participate in activities and demonstrations related to manufacturing processes and production while applying appropriate workplace and safety procedures.

Materials Required: Official MSSC 4.0 curriculum materials, notebook, pencil, closed-toe work shoes or boots, appropriate work clothing, safety glasses, work gloves, and required personal protective equipment (PPE) as identified by the instructor.

Credential Earned: Eligible for Certificate of Production Technician 4.0 (successfully completion of all modules)

Type: Corporate Education

Course Number: CWX0122

Course Title: MSSC 4.0 Maintenance Awareness

Course Description: Develop essential maintenance awareness skills for the manufacturing workplace through the MSSC 4.0 curriculum. This module provides students with foundational knowledge of equipment care, preventive maintenance, identifying potential equipment issues, and the importance of maintaining manufacturing equipment. Students develop an understanding of how proper maintenance practices contribute to workplace safety, equipment reliability, and efficient production.

Prerequisites: None.

About Course Content: This course utilizes the official MSSC 4.0 curriculum and focuses on fundamental maintenance awareness practices used in manufacturing.

- Module 4 – MSSC 4.0 Maintenance Awareness

Students participate in instruction and activities designed to develop an understanding of equipment care, preventive maintenance, identifying equipment concerns, basic maintenance practices, and the role of maintenance in manufacturing operations.

Required Special Activities: Students will participate in activities and demonstrations related to equipment care and maintenance awareness while demonstrating proper safety procedures and practices.

Materials Required: Official MSSC 4.0 curriculum materials, notebook, pencil, closed-toe work shoes or boots, appropriate work clothing, safety glasses, work gloves, and required personal protective equipment (PPE) as identified by the instructor.

Credential Earned: Eligible for Certificate of Production Technician 4.0 (successfully completion of all modules)

Type: Corporate Education

**Instructional Curriculum Committee
Curriculum Change Submission Form**
Submit this completed form with your curriculum changes.

Department: <i>Criminal Justice</i>	Date: <i>07/07/2026</i>
New Courses: <i>CJE 4754 Artificial Intelligence in Criminal Justice</i>	Date Approved by Department: <i>8/18/2026 (at department meeting)</i>
Revised Courses: <i>The course description for CJE 4663 Crime Analysis I will be revised as follows: This course introduces students to the practice of crime analysis within criminal justice agencies, with a strong emphasis on the technologies and tools used by today's law enforcement professionals. Through hands-on assignments designed to mirror real-world law enforcement environments, students will build basic crime maps and develop intelligence products that communicate findings to officers and decision-makers in the field. Students will leave the course with a solid foundation in the evolution of crime analysis, data collection and retrieval, and effective reporting strategies. No prior knowledge of data processing or computer science is required.</i>	Date Approved by Department: <i>July 2026 (via email)</i>
Courses to Delete:	Date Approved by Department:
New Programs:	Date Approved by Department:
Revised Programs: <i>The curriculum for the B.S. Degree in Criminal Justice – Applied Intelligence Studies will be revised as follows: CJE 4754 Artificial Intelligence in Criminal Justice will replace CCJ 4072 Crime Mapping and Analysis.</i>	Date Approved by Department: <i>8/18/2026 (at department meeting)</i>
Terminate Programs:	Date Approved by Department:
REMINDERS: - After approval by the Instructional Curriculum Committee, submit SCNS and Catalog/Student Handbook Change forms for all changes listed on this form. - Changes to degree requirements and new and terminated programs will be communicated to Academic Advising in late Spring. - New programs and program terminations require modifications to the SJR State Application as soon as possible—December ideally.	



Memorandum

TO: Dr. Paterson
FROM: Tim Adams
RE: Proposed Curriculum and Course Description Changes
DATE: August 19, 2026

Artificial Intelligence (AI) is rapidly transforming the criminal justice and intelligence analysis professions. The use of AI in these industries is required, and staying current on the efficient and ethical use of AI tools is vital.

- I. In light of the continuing impact of AI, the current curriculum for the B.S. Degree in Criminal Justice – Applied Intelligence Studies was reviewed with the Program Coordinator. The review of the curriculum, coupled with research related to AI courses in criminal justice degree programs, determined that curriculum changes are needed to ensure students in the program remain current on AI and related topics. As such, it is recommended that the below curriculum revisions be made. (Note: The curriculum was revised in 2024 to include AI related topics in CJE 4692 Technology and Crime course.)

- a. **Replace CCJ 4072 Crime Mapping and Analysis with CJE 4754 Artificial Intelligence in Criminal Justice.** The recent review of the curriculum determined that some of the same topics are covered in both CCJ 4072 Crime Mapping and Analysis and CJE 4663 Crime Analysis I. Additionally, SJR State will be entering into a Memorandum of Understanding with the Florida Department of Law Enforcement (FDLE) to incorporate information related to FDLE's intelligence analyst certification program into the B.S. degree curriculum so students who complete the class will also obtain the certification. One of the primary courses we intend to use as part of this partnership with FDLE is CJE 4663 Crime Analysis I.

Based on the overlapping of topics, the new emphasis on the Crime Analysis I course, and the need to incorporate more AI topics into the program, we would like to remove CJE 4072 Crime Mapping and Analysis from the curriculum and replace it with CJE 4754 Artificial Intelligence in Criminal Justice.

CJE 4754 is currently offered at Florida International University. The course description from the Statewide Course Numbering System is as follows:

This course explores the application of artificial intelligence (AI) in the criminal justice system, focusing on its benefits, challenges, and ethical considerations. Topics include predictive policing, risk assessment, AI in forensic analysis, and the implications for justice and fairness. Students will engage with real-world case studies, analyze current technologies, and critically evaluate the integration of AI in criminal justice practices.

- II. Additionally, since the CJE 4663 Crime Analysis I course will be part of the partnership with FDLE, it is requested that the description be changed as noted below. These changes incorporate information from the primary instructor and program coordinator and better aligns the description with the course objectives.
- a. CJE 4663 Crime Analysis I: ***This course introduces students to the practice of crime analysis within criminal justice agencies, with a strong emphasis on the technologies and tools used by today's law enforcement professionals. Through hands-on assignments designed to mirror real-world law enforcement environments, students will build basic crime maps and develop intelligence products that communicate findings to officers and decision-makers in the field. Students will leave the course with a solid foundation in the evolution of crime analysis, data collection and retrieval, and effective reporting strategies. No prior knowledge of data processing or computer science is required.***

Criminal Justice - Applied Intelligence Studies, B.S.

Program Code: 8500

This program prepares students for employment throughout the criminal justice system at all levels of government (local, state, and federal) and related private-sector fields. The program focuses on intelligence studies, encouraging critical thinking and criminal analysis for law enforcement, criminal investigations, evidence gathering, and crime prevention purposes. Building on an analytical foundation, students will assess present day concerns related to the criminal justice field through theoretical perspectives and advanced technologies. In addition to preparing graduates for work as intelligence analysts, this program will provide current law enforcement and corrections officers with preparation for leadership roles within their agencies.

The Criminal Justice - Applied Intelligence Studies degree program is offered fully online.

Program Learning Outcomes:

- Define specific crime problems by conducting intelligence analysis identifying causal and contributing factors.
- Understand the ethical and legal considerations relative to criminal justice and intelligence work.
- Apply intelligence analysis and collection strategies in the context of the criminal justice system.
- Create intelligence products and be able to present findings.



For additional information, visit our website at SJRstate.edu/applied-intelligence-studies or call (904) 808-7490.

General Education Courses (36 Credit Hours)

(Refer to Associate in Arts general education requirements)

Lower-level Specialized Courses (42 Credit Hours)

Required Lower-Level Courses (18 Credit Hours)

Course Name	Credits:	Term Taken	Grade	Gen Ed
CCJ 1010 - Introduction to Criminology	Credits: 3			
CCJ 1020 - Introduction to Criminal Justice	Credits: 3			
CGS 1100 - Microcomputer Application Software	Credits: 3			
CJE 1006 - Police and Society	Credits: 3			
CJL 1062 - Constitutional Law	Credits: 3			
CJL 1100 - Criminal Law	Credits: 3			

Additional Lower-Level Courses (24 Credit Hours)

- Choose 24 additional credits of articulated lower-level courses that are AA electives or have a CCJ, CJC, CJE, CJL or DSC prefix.

Upper-Division Requirements (42 Credit Hours)

Course Name	Credits:	Term Taken	Grade	Gen Ed
CCJ 3081 - Combating Cybercrime	Credits: 3			
CCJ 3484 - Ethics in Policing and Intelligence	Credits: 3			
CCJ 3621 - Patterns of Criminal Behavior	Credits: 3			
CCJ 3691 - Sex Offenses and the Offender	Credits: 3			
CCJ 4014 - Crime in America	Credits: 3			
CCJ 4032 - Crime and the Media	Credits: 3			
CCJ 4644 - White Collar Crime	Credits: 3			
CJE 3732 -Criminal Intelligence	Credits: 3			
CJE 4663 - Crime Analysis I	Credits: 3			
CJE 4692 - Technology and Crime	Credits: 3			
CJE 4734 - Intel Collection Strategies	Credits: 3			
CJE 4754 Artificial Intelligence in Criminal Justice	Credits: 3			
CJJ 3545 - Social Problems of Youth	Credits: 3			
CJL 4513 - Forensic Analysis of Juries	Credits: 3			

Required Total Credit Hours: 120

Qualifying placement score or prerequisite courses may be required. See Course Descriptions in catalog.

Notes:

**Instructional Curriculum Committee
Curriculum Change Submission Form**
Submit this completed form with your curriculum changes.

Department: <i>Criminal Justice</i>	Date: <i>09/17/2026</i>
New Courses	Date Approved by Department:
Revised Courses	Date Approved by Department:
Courses to Delete:	Date Approved by Department:
New Programs:	Date Approved by Department:
Revised Programs: <i>The Equivalency of Training (EOT) course is offered approximately two (2) times per year with generally low attendance. The pass rate for EOT program completers at SJR State remains significantly higher than the state average. This is generally attributed, in part, to the extra classroom instruction which is part of the current course.</i> <i>The current curriculum consists of eighty (80) hours total. It requires four (4) ten (10) hour days for students to demonstrate proficiencies in each of the high liability topics (Firearms, Defensive Tactics, First Aid and Vehicle Operations). It also includes four (4) ten (10) hour days of classroom instruction which essentially consists of the students completing practice examinations with instructor feedback.</i> <i>A review of the program has determined, though, that all of the extra classroom instruction offered as part of the current curriculum is not necessarily needed. This is based on feedback from students and the coordinator for the program.</i> <i>As such, it is recommended that the curriculum be revised to consist of fifty (50) hours total, requiring forty (40) hours [ten (10) hours on four (4) consecutive weekdays] to demonstrate proficiencies in the four (4) high</i>	Date Approved by Department: <i>8/18/2026 (at department meeting)</i>

<i>liability topics (Firearms, Defensive Tactics, First Aid, and Vehicle Operations). The program will also offer one (1) day of classroom instruction to help students prepare for the SOCE. The one (1) day of classroom instruction will be part of the course offering but students will not be required to attend to complete the course, since classroom instruction is not required by the applicable statute and rule.</i> <i>These revisions will result in a better use of resources and reduced student costs, while still complying with statutory requirements and ensuring student success.</i>	
Terminate Programs:	Date Approved by Department:
REMINDERS: • After approval by the Instructional Curriculum Committee, submit SCNS and Catalog/Student Handbook Change forms for all changes listed on this form. • Changes to degree requirements and new and terminated programs will be communicated to Academic Advising in late Spring. • New programs and program terminations require modifications to the SJR State Application as soon as possible—December ideally.	

ⁱ EOT for Corrections will consist of forty (40) hours total [three (3) ten (10) hours days to demonstrate the high liability proficiencies required for the program (Firearms, Defensive Tactics, and First Aid)], plus one (1) classroom day.



Memorandum

TO: Dr. Paterson

FROM: Tim Adams

RE: Request for Revisions to Equivalency of Training Program (CWL 0035)

DATE: September 17, 2026

The Equivalency of Training (EOT) program provides an opportunity for previously certified Florida law enforcement or corrections officers, federal officers, and out-of-state officers to pursue Florida law enforcement or corrections officer certifications without having to complete the basic law enforcement and corrections academies [Section 943.131(2)(a), F.S.; Rule 11B-35.009(3) or (4), F.A.C.]. Except for certain eligibility requirements, the applicable Florida statutes and related rules only require the successful demonstration of high-liability proficiencies (described further below) to complete the EOT course. Classroom instruction or separate preparation for the Florida State Officer Certification Examination (SOCE) is not required.

The EOT course is offered approximately two (2) times per year with generally low attendance. The pass rate for EOT program completers at SJR State remains significantly higher than the state average. This is generally attributed, in part, to the extra classroom instruction which is part of the current course.

The current curriculum consists of eighty (80) hours total. It requires four (4) ten (10) hour days for students to demonstrate proficiencies in each of the high liability topics (Firearms, Defensive Tactics, First Aid and Vehicle Operations). It also includes four (4) ten (10) hour days of classroom instruction which essentially consists of the students completing practice examinations with instructor feedback.

A review of the program has determined, though, that all of the extra classroom instruction offered as part of the current curriculum is not necessarily needed. This is based on feedback from students and the coordinator for the program.

As such, it is recommended that the curriculumⁱ be revised to consist of fifty (50) hours total, requiring forty (40) hours [ten (10) hours on four (4) consecutive weekdays] to demonstrate proficiencies in the four (4) high liability topics (Firearms, Defensive Tactics, First Aid, and Vehicle Operations). The program will also offer one (1) day of classroom instruction to help students prepare for the SOCE. The one (1) day of classroom instruction will be part of the course offering but students will not be required to attend to complete the course, since classroom instruction is not required by the applicable statute and rule.

These revisions will result in a better use of resources and reduced student costs, while still complying with statutory requirements and ensuring student success.

If these revisions are approved, the costs will be modified as set forth below.

Firearms

Range:	\$45	(10 hours at \$45/hour range rental divided by 10 students)
Ammo:	\$230	(100 rounds at .23 cents per round per student)
Adjunct:	\$72	(10 hours at \$36/hour for 2 adjunct instructors divided by 10 students)
Total:	\$347	(Will round up to \$350 for incidental expenses)

Vehicle Operations

Track:	\$55	(10 hours at \$55/hour track rental divided by 10 students)
Fuel:	\$60	(15 gallons at \$4/gallon)
Adjunct:	\$72	(10 hours at \$36/hour for 2 adjunct instructors divided by 10 students)
Total:	\$187	(Will round up to \$200 for incidental expenses)

First Aid

Adjunct:	\$72	(10 hours at \$36/hour for two adjunct instructors divided by 10 students)
Total:	\$72	(Will round up to \$75 for incidental expenses)

Defensive Tactics

Adjunct:	\$72	(10 hours at \$36/hour for two adjunct instructors divided by 10 students)
Total:	\$72	(Will round up to \$75 for incidental expenses)

Textbook/Practice Exams

Total:	\$0	(assuming use of eBook from FDLE)
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Program Cost

Total:	\$700 (\$500 for Corrections)
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ⁱ EOT for Corrections will consist of forty (40) hours total [three (3) ten (10) hours days to demonstrate the high liability proficiencies required for the program (Firearms, Defensive Tactics, and First Aid)], plus one (1) classroom day.

Equivalency of Training Law Enforcement

Location(s): [St. Augustine Campus](#)

RECRUIT COURSES AVAILABLE AT THE ST. AUGUSTINE CAMPUS ONLY

The Equivalency of Training (EOT) Law Enforcement program is for out-of-state officers, federal officers, and previously certified Florida officers with a four year or more break-in-service. The EOT process exempts those who qualify from having to attend and complete the full basic recruit academy. Completion of the EOT program qualifies an individual to sit for the Florida State Officer Certification Examination. The EOT law enforcement course is 50 contact hours and costs \$700.00 per person. Refer to section 943.131, Florida Statutes, and Rule 11B-35.009, Florida Administrative Code for specific requirements. (Note: The exemption through the EOT process is also available for former members of special operations forces.)

For additional information, visit our website at SJRstate.edu/eotraining or call (904) 808-7490.

Note: The St Johns River State College Criminal Justice Center offers Equivalency of Training classes. However, we are not an Equivalency of Training selection center. Before registering for an EOT class, you must first obtain your CJSTC Equivalency of Training form 76 from a Florida Department of Law Enforcement (FDLE) recognized selection center or from an employing agency. Once it has been approved and entered into Florida's Automated Training Management System (ATMS), you may then register for EOT classes offered at SJR State.

The High-Liability topics can be taken separately as part of an EOT Law Enforcement class to satisfy requirements for individuals seeking law enforcement or corrections certifications. The separate High-Liability classes are offered with the following course numbers: CWL 0323 EOT Firearms; CWL 0324 EOT Vehicle Operations; CWL 0325 EOT Defensive Tactics; CWL 0326 EOT First Aid. Individual course cost information can be obtained from the Criminal Justice Program office at (904) 808-7490.

Required Courses:

- CWL 0035 - Equivalency of Training Law Enforcement **Hours: 50**

Total Contact Hours: 50

Equivalency of Training Corrections

Location(s): [St. Augustine Campus](#)

RECRUIT COURSES AVAILABLE AT THE ST. AUGUSTINE CAMPUS ONLY

The Equivalency of Training (EOT) Corrections program is for out-of-state officers, federal officers, and previously certified Florida officers with a four year or more break-in-service. The EOT process exempts those who qualify from having to attend and complete the full basic recruit academy. Completion of the EOT program qualifies an individual to sit for the Florida State Officer Certification Examination. The EOT Corrections course is 40 contact hours and costs \$500.00 per person. Refer to section 943.131, Florida Statutes, and Rule 11B-35.009, Florida Administrative Code for specific requirements. (Note: The exemption through the EOT process is also available for former members of special operations forces.)

Note: The St Johns River State College Criminal Justice Center offers Equivalency of Training classes. However, we are not an Equivalency of Training selection center. Before registering for an EOT class, you must first obtain your CJSTC Equivalency of Training form 76 from a Florida Department of Law Enforcement (FDLE) recognized selection center or from an employing agency. Once it has been approved and entered into Florida's Automated Training Management System (ATMS), you may then register for EOT classes offered at SJR State.

Required Courses:

- CWL 0179 - Equivalency of Training Corrections **Hours: 40**

Total Contact Hours: 40

MEMORANDUM

TO: Joe Pickens, J.D.
College President

FROM: Edward P. Jordan, Ph.D. 
Vice President for Academic and Student Affairs

DATE: October 16, 2026

RE: 2026-2027 Catalog/Handbook Updates

The following updates to the 2026-2027 SJR State Catalog/Handbook recommended by our Business and Financial Aid Departments are submitted for the Board of Trustees' consideration.

The Business Office requests that the credit card payment convenience fee identified in the catalog be increased from 1.37% to 1.43%. After a review of college costs revealed that the current amount assessed insufficiently addressed merchant fees charged to the College, the Business Office recommended the proposed increase. This fee will be reviewed annually. This update can be found on page 3 of the accompanying catalog *Financial Information* document.

Annually the college submits our catalog to the U.S. Office of Veteran Affairs (V.A.) for their review of our programs of study and policies specific to military education benefits. Recently, the V.A. alerted our Financial Aid Department about updates to policy language found in our catalog relating to veteran education benefits payment. These changes to the benefits policy were made after the July publication of our catalog. Upon learning of the required modification, the Financial Aid Office proposed the accompanying revision to our 2026-2027 catalog. This update can be found on pages 17-18 of the *Financial Information* document.

Both updates will be identified on our website as addendums to the College's current online catalog, reflecting the previous and updated catalog language.

Please advise if you have any questions or require any additional information regarding the proposed submission.

Financial Information

- [Checks Returned by the Bank](#)
 - [Credit Card Payments](#)
 - [Delinquent Accounts](#)
 - [Exceptions](#)
 - [Excess Hours Advisory](#)
 - [Fee Adjustments Due to Schedule Change](#)
 - [Financial Aid](#)
 - [Refund Policy - Withdrawal from College and Reduction of Class Load](#)
 - [Refunds/Repayments](#)
 - [Residency Requirements](#)
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 - [Tuition/Fees*](#)
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Students who pay fees by student loans, scholarships, or through state or federal agency authorization must follow all procedures in the same manner as though they are paying by cash. In addition, these students must complete arrangements and receive approval of loans, scholarships, or agency payments by the Financial Aid Office or Business Office, prior to the deadline for fee payment listed in the academic calendar.

Students who fail to make prior arrangements, or who do not complete fee payments as scheduled, shall forfeit all course selections. State laws and regulations prohibit the extension of credit.

Excess Hours Advisory

It is important that students, including those entering the Florida College System institutions, are aware of a state provision that affects tuition charges for students who plan to eventually transfer to a state university for their baccalaureate degree. Section 1009.286, Florida Statutes, establishes an "excess hour" surcharge for students seeking baccalaureate degrees at state universities. Effective 2012-2013 academic year and after "excess hours" are defined as hours that go beyond 110% of the hours required for a baccalaureate degree program. For example, if the program requires 120 credit hours, the student may be subject to an excess hour surcharge for any credit attempted beyond 132 credit hours (110% x 120).

All students whose educational plan may include earning a baccalaureate degree should make every effort to enroll in and successfully complete those courses that are required for their intended major on their first attempt. Florida College System students intending to transfer to state universities should identify a major or "transfer program" early and, by the time the students earn 20 semester hours of college credit, be advised of admission requirement for that program, including the approved common prerequisites. Course withdrawals and/or repeats, as well as enrollment in courses nonessential to the intended major, may contribute to a potential excess hours surcharge.

All SJR State students are required to meet with an advisor once the student has completed 20 college credits. The advisors will counsel students on their academic plan to help ensure enrollment only in courses needed for the major or transfer program so that additional costs may be avoided when transferring to a state university.

Fee Adjustments Due to Schedule Change

Student fees may be recalculated during the registration term for schedule changes, as noted in the academic calendar, to determine if additional fees are due. If additional payment is required, the student will be notified.

Refund Policy - Withdrawal from College and Reduction of Class Load

A refund of registration fees will be made to any student enrolled in college credit courses who officially drops on or before the last day of the add/drop period of any academic term. This policy applies also to the reduction of class load.

Students who are withdrawn from a class due to nonattendance are not eligible for a refund of tuition or fees related to that class, nor will they be entitled to the financial aid related to their enrollment in that class.

Financial aid may occasionally cause a student account to appear paid when in fact it is not. Accordingly, the automated drop process does not always drop every student who has not paid. Students who register and then decide not to attend classes must drop those classes online prior to the end of the drop period, even if payment has not been made. Students should not rely on the College to automatically drop the registration. Withdrawal from all Full Term and Term A classes will result in the student being dropped from all Term B classes.

Exceptions

A full refund (100%) will be given to any student whose courses are canceled by the College or to any student who, because of serious circumstances beyond the student's control occurring prior to the mid-point of the term, is prevented from completing the term. These circumstances are limited to the following:

- death of the student or the death of an immediate family member upon whom the student is dependent for continuation of enrollment;
- prolonged physical disability of the student;
- involuntary recall or induction into the armed services; or
- other circumstances that may be approved by the President or designee with or without full 100% refund. In such cases, timely notification, along with appropriate documentation, should be made to the Office of Student Affairs.

Tuition for continuing workforce and community instructional service courses is not refundable.

Refunds/Repayments

A statutory refund is made to federal financial aid sources, excluding Federal Work Study, if the student received financial aid funds and the student officially withdrew or was officially withdrawn from all classes prior to completing at least 60% of the term. This also applies to students who stopped attendance prior to completing at least 60% of the term and received grades of F, I, and/or W only, referred to as an "unofficial withdrawal."

For official withdrawals, SJR State's policy is to recalculate the amount of aid earned based on the date the student withdrew from all classes. For students who were officially withdrawn (by instructors), the calculation is based on the last date of attendance or final class participation date documented by the instructor(s). For unofficial withdrawals, SJR State's policy is to recalculate the amount of aid earned based on the last documented date the student participated in class. The College will bill the student any amount refunded to federal sources. A hold will be placed on the student's records until repayment is made. Repayment can be made by cash, check, or credit card to the cashier; or payment can be sent to the Business Office.

Refunds will be distributed to aid sources from which the student received aid in the following order as prescribed by federal regulations:

1. unsubsidized Federal Direct Loans
2. subsidized Federal Direct Loans
3. federal PLUS Loans
4. federal Pell Grants for which a return of funds is required
5. federal Supplemental Educational Opportunity Grants for which a return of funds is required
6. other applicable aid

Federal law specifies how the College determines the amount of federal (Title IV) financial aid that you earn if you withdraw from school. When you withdraw from all classes, the amount of federal financial aid that you have earned up to the effective date of your withdrawal is determined by a specific formula. The amount you have earned is determined on a pro rata basis. For example, if you completed 30% of your enrollment period, you earn 30% of the assistance you were originally scheduled to receive. Once you have completed 60% or more of the enrollment period, you earn all of the assistance that you were scheduled to receive for that period.

If you receive, or the College receives, excess federal (Title IV) funds that must be returned to the federal aid program(s), the College must return a portion of the excess equal to the lesser of:

1. Your institutional charges multiplied by the unearned percentage of your funds, or
2. The entire amount of excess funds.

The College must return the amount calculated even if it did not keep this amount (for example, released the remaining balance to you). For federal grants, the College returns any required amount and includes any amount the student would be required to return.

For federal student loans, there sometimes remains an amount that the College is not required to return, so the College does not return this amount. In these cases, the student (or parent for a federal PLUS loan) repays this amount in accordance with the terms of the promissory note; that is, by making scheduled payments to the holder of the loan over a period of time.

The requirements for returning federal (Title IV) financial aid funds are separate from any refund policy the College may have; therefore, you might still owe funds to the school to cover unpaid institutional charges.

Student Refund Options

SJR State delivers student refunds through BM Technologies, Inc., a wholly owned subsidiary of First Carolina Bank. For more information about refund options, visit [SJRstate.edu/finaid](https://sjrstate.edu/finaid). Questions regarding the selection of your refund preference can be answered by contacting your local campus.

- Orange Park One Stop (904) 276-6800
- Palatka Business Office (386) 312-4121
- St. Augustine One Stop (904) 808-7400

Tuition Payment Plan

St. Johns River State College offers a Tuition Payment Plan for all students requiring assistance with managing their educational expenses. The Tuition Payment Plan will allow students to pay for tuition and fee expenses over a period of time rather than one lump sum payment before the start of the semester. The College has contracted with Nelnet Business Solutions to administer this program. This company is responsible for enrollment, as well as receiving the monthly payments. Students pay a non-refundable enrollment fee to participate in the plan. Enrollment in the payment plan can be completed via the SJR State website ([SJRstate.edu](https://sjrstate.edu)) by logging on to the MySJRstate account. Once logged in, locate the Student Dashboard card and find the "Pay My Tuition & Fees" option. A new window will open. Choose "PAY OVER TIME" and follow the steps.

Students needing additional information should contact the St. Johns River State College Business Office at (386) 312-4121 or [SJRstate.edu/businessoffice](https://sjrstate.edu/businessoffice).

Credit Card Payments

The college no longer accepts credit card payments in person. If you wish to pay your student account by credit card, you will need to utilize our online system, MySJRstate, which is available through the student portal ([SJRstate.edu/mysjrstate](https://sjrstate.edu/mysjrstate)).

Credit card payments will be assessed a non-refundable convenience fee based upon the percentage charged by the bank for the transaction (currently 1.43%). The convenience fee is subject to change at any time at the sole discretion of St. Johns River State College. The current convenience fee is always disclosed to the student prior to processing the credit card transaction.

A student may avoid paying a convenience fee by utilizing one of the following payment options:

1. Online - payments can be made by e-check (ACH payments from a checking or savings account).
2. In person - we will continue to accept cash and checks at any of the campuses.
3. Mail - personal check payments or money orders can be mailed to:

St. Johns River State College
Attn: Business Office

Student's Responsibility

It is the responsibility of the student to complete all requirements for dropping courses for a refund within the drop/ add period. A refund will not be made unless all requirements are met. (See also academic calendar and the withdrawal section.)

Delinquent Accounts

A student may be suspended if all fees and other financial obligations to the College have not been paid by the due date. A student may not be able to register for classes and/or graduate unless all financial obligations to the College, including library holds and fines, student loan repayments, veteran deferments, additional fees, inter-library loan obligations, etc., have been met. If it is determined that the balance was due to college error or misconduct, a student may petition the Office of Student Affairs.

If it becomes necessary for the College to turn over a student's account balance to a collection agency for collection, the collection cost (agency's fees) will be added to the student's account and must be paid by the student.

Checks Returned by the Bank

If a student, or anyone on the student's behalf, issues a check or an electronic check (ACH transaction) to meet an obligation to the College during the add/drop period and the check is not honored by the bank, the student will be voided from all classes within a 24-hour period.

In all cases, a returned check fee of \$25.00 will be assessed to the student's account as authorized by Florida Statute 832.07. If a student habitually issues bad checks, even if the debt is cleared, disciplinary action may be taken.

If, due to bank error, the check is dishonored, the student must bring or electronically send a signed letter from the bank to the Business Office that states the bank error. This should be done immediately after the student is notified by the College that the check has been returned. There will be no returned check fee assessed to the student's account.

Residency Requirements

Classification as a Florida resident shall be granted by Florida Statute Chapter 1009.21 listed below:

1009.21 Determination of resident status for tuition purposes. Students shall be classified as residents or nonresidents for the purpose of assessing tuition in postsecondary educational programs offered by charter technical career centers or career centers operated by school districts, in Florida College System institutions, and in state universities.

(1) As used in this section, the term:

- (a) "Dependent child" means any person, whether or not living with his or her parent, who is eligible to be claimed by his or her parent as a dependent under the federal income tax code.
- (b) "Initial enrollment" means the first day of class at an institution of higher education.
- (c) "Institution of higher education" means any charter technical career center as defined in s. 1002.34, career center operated by a school district as defined in s. 1001.44, Florida College System institution as defined in s. 1000.21(5), or state university as defined in s. 1000.21(9).
- (d) "Legal resident" or "resident" means a person who has maintained his or her residence in this state for the preceding year, has purchased a home which is occupied by him or her as his or her residence, or has established a domicile in this state pursuant to s.222.17.
- (e) "Nonresident for tuition purposes" means a person who does not qualify for the in-state tuition rate.
- (f) "Parent" means either or both parents of a student, any guardian of a student, or any person in a parental relationship to a student.
- (g) "Resident for tuition purposes" means a person who qualifies as provided in this section for the in-state tuition rate.

(2) (a) To qualify as a resident for tuition purposes:

1. A person or, if that person is a dependent child, his or her parent or parents must have established legal residence in this state and must have maintained legal residence in this state for at least 12 consecutive months immediately prior to his or her initial enrollment in an institution of higher education.
2. Every applicant for admission to an institution of higher education shall be required to make a statement as to his or her length of residence in the state and, further, shall establish that his or her presence or, if the applicant is a dependent child, the presence of his or her parent or parents in the state currently is, and during the requisite 12-month qualifying period was, for the purpose of maintaining a bona fide domicile, rather than for the purpose of maintaining a mere temporary residence or abode incident to enrollment in an institution of higher education.

(b) However, with respect to a dependent child living with an adult relative other than the child's parent, such child may qualify as a resident for tuition purposes if the adult relative is a legal resident who has maintained legal residence in this state for at least 12 consecutive months immediately before the child's initial enrollment in an institution of higher education, provided the child has resided continuously with such relative for the 3 years immediately before the child's initial enrollment in an institution of higher education, during which time the adult relative has exercised day-to-day care, supervision, and control of the child.

(c) The legal residence of a dependent child whose parents are divorced, separated, or otherwise living apart will be deemed to be this state if either parent is a legal resident of this state, regardless of which parent is entitled to claim, and does in fact claim, the minor as a dependent pursuant to federal individual income tax provisions.

(d) A dependent child who is a United States citizen may not be denied classification as a resident for tuition purposes based solely upon the immigration status of his or her parent.

(3) (a) An individual shall not be classified as a resident for tuition purposes and, thus, shall not be eligible to receive the in-state tuition rate until he or she has provided such evidence related to legal residence and its duration or, if that individual is a dependent child, evidence of his or her parent's legal residence and its duration, as may be required by law and by officials of the institution of higher education from which he or she seeks the in-state tuition rate.

(b) Except as otherwise provided in this section, evidence of legal residence and its duration shall include clear and convincing documentation that residency in this state was for a minimum of 12 consecutive months prior to a student's initial enrollment in an institution of higher education.

(c) Each institution of higher education shall affirmatively determine that an applicant who has been granted admission to that institution as a Florida resident meets the residency requirements of this section at the time of initial enrollment. The residency determination must be documented by the submission of written or electronic verification that includes two or more of the documents identified in this paragraph unless the document provided is the document described in sub-subparagraph 1.f., which is deemed a single, conclusive piece of evidence proving residency.

1. The documents must include at least one of the following:

- a. A Florida voter's registration card.
- b. A Florida driver license.
- c. A State of Florida identification card.
- d. A Florida vehicle registration.
- e. Proof of a permanent home in Florida which is occupied as a primary residence by the individual or by the individual's parent if the individual is a dependent child.
- f. Proof of a homestead exemption in Florida.
- g. Transcripts from a Florida high school for multiple years if the Florida high school diploma or high school equivalency diploma was earned within the last 12 months.
- h. Proof of permanent full-time employment in Florida for at least 30 hours per week for a 12-month period.

2. The documents may include one or more of the following:

- a. A declaration of domicile in Florida.
- b. A Florida professional or occupational license.
- c. Florida incorporation.
- d. A document evidencing family ties in Florida.

- e. Proof of membership in a Florida-based charitable or professional organization.
- f. Any other documentation that supports the student's request for resident status, including, but not limited to, utility bills and proof of 12 consecutive months of payments; a lease agreement and proof of 12 consecutive months of payments; or an official state, federal, or court document evidencing legal ties to Florida.

(4) With respect to a dependent child, the legal residence of the dependent child's parent or parents is prima facie evidence of the dependent child's legal residence, which evidence may be reinforced or rebutted, relative to the age and general circumstances of the dependent child, by the other evidence of legal residence required of or presented by the dependent child. However, the legal residence of a dependent child's parent or parents who are domiciled outside this state is not prima facie evidence of the dependent child's legal residence if that dependent child has lived in this state for 5 consecutive years prior to enrolling or reregistering at the institution of higher education at which resident status for tuition purposes is sought.

(5) A person who physically resides in this state may be classified as a resident for tuition purposes if he or she marries a person who meets the 12-month residency requirement under subsection (2) and who is a legal resident of this state.

(6) (a) Except as otherwise provided in this section, a person who is classified as a nonresident for tuition purposes may become eligible for reclassification as a resident for tuition purposes if that person or, if that person is a dependent child, his or her parent presents clear and convincing documentation that supports permanent legal residency in this state for at least 12 consecutive months rather than temporary residency for the purpose of pursuing an education, such as documentation of full-time permanent employment for the prior 12 months or the purchase of a home in this state and residence therein for the prior 12 months while not enrolled in an institution of higher education.

(b) If a person who is a dependent child and his or her parent move to this state while such child is a high school student and the child graduates from a high school in this state, the child may become eligible for reclassification as a resident for tuition purposes when the parent submits evidence that the parent qualifies for permanent residency.

(c) If a person who is a dependent child and his or her parent move to this state after such child graduates from high school, the child may become eligible for reclassification as a resident for tuition purposes after the parent submits evidence that he or she has established legal residence in the state and has maintained legal residence in the state for at least 12 consecutive months.

(d) A person who is classified as a nonresident for tuition purposes and who marries a legal resident of the state or marries a person who becomes a legal resident of the state may, upon becoming a legal resident of the state, become eligible for reclassification as a resident for tuition purposes upon submitting evidence of his or her own legal residency in the state, evidence of his or her marriage to a person who is a legal resident of the state, and evidence of the spouse's legal residence in the state for at least 12 consecutive months immediately preceding the application for reclassification.

(7) A **person** shall not lose his or her resident status for tuition purposes solely by reason of serving, or, if such person is a dependent child, by reason of his or her parent's or parents' serving, in the Armed Forces outside this state.

(8) A person who has been properly classified as a resident for tuition purposes but who, while enrolled in an institution of higher education in this state, loses his or her resident tuition status because the person or, if he or she is a dependent child, the person's parent or parents establish domicile or legal residence elsewhere shall continue to enjoy the in-state tuition rate for a statutory grace period, which period shall be measured from the date on which the circumstances arose that culminated in the loss of resident tuition status and shall continue for 12 months. However, if the 12-month grace period ends during a semester or academic term for which such former resident is enrolled, such grace period shall be extended to the end of that semester or academic term.

(9) Any person who ceases to be enrolled at or who graduates from an institution of higher education while classified as a resident for tuition purposes and who subsequently abandons his or her domicile in this state shall be permitted to reenroll at an institution of higher education in this state as a resident for tuition purposes without the necessity of meeting the 12-month durational requirement of this section if that person has reestablished his or her domicile in this state within 12 months of such abandonment and continuously maintains the reestablished domicile during the period of enrollment. The benefit of this subsection shall not be accorded more than once to any one person.

(10) The following persons shall be classified as residents for tuition purposes:

(a) Active duty members of the Armed Services of the United States, their spouses, and their dependent children residing or stationed in this state at the time of acceptance to a Florida College System institution or state university, and active

drilling members of the Florida National Guard.

(b) Active duty members of the Armed Services of the United States and their spouses and dependents attending a Florida College System institution or state university within 50 miles of the military establishment where they are stationed at the time of acceptance to the Florida College System institution or state university, if such military establishment is within a county contiguous to Florida.

(c) United States citizens living on the Isthmus of Panama, who have completed 12 consecutive months of college work at the Florida State University Panama Canal Branch, and their spouses and dependent children.

(d) Full-time instructional and administrative personnel employed by state public schools and institutions of higher education and their spouses and dependent children.

(e) Students from Latin America and the Caribbean who receive scholarships from the federal or state government. Any student classified pursuant to this paragraph shall attend, on a fulltime basis, a Florida institution of higher education.

(f) Southern Regional Education Board's Academic Common Market graduate students attending Florida's state universities.

(g) Full-time employees of state agencies or political subdivisions of the state when the student fees are paid by the state agency or political subdivision for the purpose of job-related law enforcement or corrections training.

(h) McKnight Doctoral Fellows and Finalists who are United States citizens.

(i) United States citizens living outside the United States who are teaching at a Department of Defense Dependent School or in an American International School and who enroll in a graduate level education program which leads to a Florida teaching certificate.

(j) Active duty members of the Canadian military residing or stationed in this state under the North American Air Defense (NORAD) agreement, and their spouses and dependent children, attending a Florida College System institution or state university within 50 miles of the military establishment where they are stationed.

(k) Active duty members of a foreign nation's military who are serving as liaison officers and are residing or stationed in this state, and their spouses and dependent children, attending a Florida College System institution or state university within 50 miles of the military establishment where the foreign liaison officer is stationed.

(11) Once a student has been classified as a resident for tuition purposes, an institution of higher education to which the student transfers is not required to reevaluate the classification unless inconsistent information suggests that an erroneous classification was made or the student's situation has changed. However, the student must have attended the institution making the initial classification within the prior 12 months, and the residency classification must be noted on the student's transcript.

(12) Each institution of higher education shall establish a residency appeal committee comprised of at least three members to consider student appeals of residency determinations, in accordance with the institution's official appeal process. The residency appeal committee must render to the student the final residency determination in writing. The institution must advise the student of the reasons for the determination.

(13) The State Board of Education and the Board of Governors shall adopt rules to implement this section.

History.-s. 2, ch. 2002-270; s. 400, ch. 2002-387; s. 14, ch. 2004-230; s. 132, ch. 2007-217; s. 7, ch. 2009-60; s. 2, ch. 2009-123; s. 10, ch. 2010-155; s. 116, ch. 2011-5; s. 23, ch. 2014-20; s. 6, ch. 2014-62; s. 30, ch. 2019-119; s. 5, ch. 2019-144s. 172, ch. 2023-8; s. 86, ch. 2024-2; s. 21, ch. 2024-101.

Tuition/Fees*

*Tuition and fees subject to change by the District Board of Trustees.

Advanced and Professional

	Resident Credit	Non-Resident Credit
Resident Tuition	\$78.84	\$78.84

Non-Resident Tuition		\$236.69
Financial Aid Fee	\$3.51	\$14.20
Student Activities Fee	\$7.88	\$7.88
Capital Improvement Fee	\$11.83	\$33.55
Access Fee	\$2.00	\$2.00
Technology Fee	\$3.94	\$15.78
TOTAL	\$108.00	\$388.94

Baccalaureate

	Resident Credit	Non-Resident Credit
Resident Tuition	\$91.79	\$91.79
Non-Resident Tuition		\$373.36
Financial Aid Fee	\$4.51	\$23.18
Student Activities Fee	\$9.18	\$9.18
Capital Improvement Fee	\$12.68	\$47.24
Access Fee	\$2.00	\$2.00
Technology Fee	\$4.59	\$23.25
TOTAL	\$124.75	\$570.00

Career Certificate

	Resident Credit	Non-Resident Credit
Resident Tuition	\$69.93	\$69.93
Non-Resident Tuition		\$209.79
Financial Aid Fee	\$3.57	\$14.55
Capital Improvement Fee	\$3.50	\$13.99
Access Fee	\$2.00	\$13.99
Technology Fee	\$3.50	\$2.00
TOTAL PER CREDIT HOUR	\$82.50	\$324.25
TOTAL PER CONTACT HOUR	\$2.75	\$10.81

Adult Basic and Secondary

	Resident	Non-Resident
Resident Tuition	\$30.00	\$30.00
TOTAL	\$30.00	\$30.00

Full Cost of Instruction Fee

The additional amount per credit hour applied to a student's account when attempting a college-credit course more than twice.

Advanced and Professional Rate	\$264.00
Baccalaureate Rate	\$294.00

***Tuition and fees subject to change by the District Board of Trustees.**

Cost of Attendance

The following information is an estimate of the cost of attendance at St. Johns River State College for a full-time student for two semesters (Fall and Spring 2026-2027)

Student (living away from parents)

	Florida Residents Fall & Spring	Out-of-State/Non-Residents Fall & Spring
Full-Time Tuition	\$1892.16	\$7,572.72
Mandatory Fees	\$699.84	\$1,761.84
Housing	\$13,140.00	\$13,140.00
Food	\$2,682.00	\$2,682.00
Books, Supplies, Course Materials & Equipment	\$2,196.00	\$2,196.00
Transportation	\$3,142.00	\$3,142.00
Personal Expenses	\$1,828.00	\$1,828.00
TOTAL ESTIMATED COST	\$25,580.00	\$32,322.56

Student (living with parents)

	Florida Residents Fall & Spring	Out-of-State/Non-Residents Fall & Spring
Full-Time Tuition	\$1,892.16	\$7,572.72
Mandatory Fees	\$699.84	\$1,761.84
Housing	\$3,600.00	\$3,600.00
Food	\$2,682.00	\$2,682.00
Books, Supplies, Course Materials & Equipment	\$2,196.00	\$2,196.00
Transportation	\$3,142.00	\$3,142.00
Personal Expenses	\$1,828.00	\$1,828.00
TOTAL ESTIMATED COST	\$16,040.00	\$22,782.56

Distance Learning Fee

Online Course Fee	\$13.00/credit hour
The online course fee is applied only when 80% or more of instruction is online.	

Continuing Workforce Education

Assessed fees must cover at least 100% of the total costs for course.

(Board approved - varies by course)

Testing and Examination Fees

ACCUPLACER	Non-Refundable	\$20.00
Criminal Justice/Law Enforcement (Physical Abilities Test) (PAT)	Non-Refundable	\$30.00
College Level Examination Program (CLEP) administration fee	Non-Refundable	\$20.00*
DSST (formerly DANTES Subject Standardized Tests) administration fee	Non-Refundable	\$20.00*

ART 1400C	\$55.00	EMS 1119L	\$36.00	PEM 1102	\$16.00	RTE 1814	\$49.00
ART 2203C	\$46.00	EMS 1431	\$85.00	PEM 1104	\$16.00	RTE 1824	\$24.00
ART 2500C	\$24.00	EMS 2603	\$273.00	PEM 2131	\$16.00	RTE 2061	\$67.00
ART 2701C	\$77.00	EMS 2603L	\$46.00	PGY 1201C	\$6.00	RTE 2844	\$127.00
ART 2750C	\$9.00	EMS 2604L	\$34.00	PGY 1800	\$12.00	RTE 2854	\$52.00
ART 2955	\$19.00	EMS 2605L	\$3.00	PGY 2220C	\$9.00	SON 1000	\$53.00
AST 1002L	\$57.00	EMS 2666	\$52.00	PHY 1020L	\$57.00	SON 1111L	\$38.00
BSC 1005L	\$68.00	EMS 2920	\$344.00	PHY 1053L	\$57.00	SON 1112L	\$38.00
BSC 1020C	\$56.00	ETI 1420C	\$45.00	PHY 1054L	\$57.00	SON 1150L	\$38.00
BSC 2010L	\$78.00	EVR 1001C	\$60.00	PHY 2048L	\$57.00	SON 1804	\$152.00
BSC 2011L	\$74.00	HSC 0003	\$25.00	PHY 2049L	\$57.00	SON 2122L	\$38.00
BSC 2085L	\$73.00	MEA 0521C	\$71.00	PRN 0098C	\$288.00	SON 2171L	\$38.00
BSC 2086L	\$82.00	MEA 0543C	\$5.00	PRN 0099C	\$75.00	SON 2175L	\$38.00
CCJ 4014	\$20.00	MEA 0573C	\$56.00	PRN 0290C	\$37.00	SON 2930	\$125.00
CHM 1045L	\$80.00	MEA 0581C	\$35.00	PRN 0291C	\$15.00	TPA 1040	\$55.00
CHM 1046L	\$80.00	MEA 0942	\$13.00	PRN 0690C	\$304.00	TPA 1200	\$70.00
CHM 2210L	\$68.00	MCB 2010L	\$81.00	RET 1024C	\$63.00	TPA 1202	\$70.00
CHM 2211L	\$73.00	MUT 1221	\$55.00	RET 1027C	\$29.00	TPA 1232	\$55.00
CIS 4950	\$20.00	MVK 1111	\$45.00	RET 1264C	\$13.00	TPA 1233	\$55.00
CJK 0002	\$312.00	NUR 1005	\$274.00	RET 1284C	\$56.00	TPA 1260	\$27.00
CJK 0018	\$50.00	NUR 1020	\$215.00	RET 1874L	\$152.00	TPA 2000	\$55.00
CJK 0020	\$222.00	NUR 1020L	\$104.00	RET 2280C	\$17.00	TPA 2083	\$70.00
CJK 0031	\$10.00	NUR 1210C	\$45.00	RET 2714C	\$83.00	TPA 2091	\$70.00
CJK 0040	\$775.00	NUR 1212C	\$72.00	RET 2877	\$102.00	TPA 2220	\$55.00

CJK 0051	\$250.00	NUR 1521C	\$164.00	RET 2878L	\$345.00	TPA 2290L	\$70.00
CJK 0079	\$4.00	NUR 2244C	\$209.00	RET 2930	\$120.00		

Special Fees*

EDF 3940	\$25.00	MAN 4900	\$20.00	MVV 2321 1 hr	\$70.00	
EDF 4943	\$25.00	MVV 1011 1 hr	\$70.00	MVV 2321 2 hr	\$140.00	
EEC 4940	\$25.00	MVV 1011 2 hr	\$140.00	MVV 2322 1 hr	\$70.00	
HCP 0120C	\$43.00	MVV 1311 1 hr	\$70.00	MVV 2322 2 hr	\$140.00	
HIM 1282C	\$75.00	MVV 1311 2 hr	\$140.00	NUR 4949	\$68.00	
HIM 2800	\$64.00	MVV 1312 1 hr	\$70.00			
HIM 2820	\$13.00	MVV 1312 2 hr	\$140.00			

Fees are subject to change, and other fees may be added at the discretion of the District Board of Trustees.

*** Laboratory fees are not assessed when the distance learning fee is applied; however, courses identified as having special fees will be assessed both the special fee and the distance learning fee when the course is taught online as costs are incurred irrespective of course delivery mode.**

Financial Aid

Students who qualify for financial assistance may be able to obtain help through scholarships, loans, grants, and part-time work. Financial aid programs at SJR State include Federal Pell Grant, Federal Supplemental Educational Opportunity Grant, Federal Work/Study, Federal Direct Loan, Federal PLUS Loan, Federal Unsubsidized Direct Loan, Florida Student Assistance Grant, Florida Academic Scholars, Florida Medallion Scholars, Florida Gold Seal Scholars, Florida Fund for Minority Teachers Scholarship, and other state financial aid programs.

These programs are funded by state and federal funds. Awards are made on an academic year basis, and the amount of the assistance is determined by individual need, student eligibility, program regulations, and availability of funds.

The SJR State Board of Trustees and the SJR State Foundation, Inc., provide a number of scholarships to outstanding students. Programs include academic scholarships to tri-county (Clay, Putnam, and St. Johns counties) area high school graduating classes, academic scholarships to currently enrolled SJR State students, athletic scholarships, African-American leadership scholarships, Hispanic leadership scholarships, student ambassador scholarships, need-based scholarships, and performing and visual arts scholarships.

Students are encouraged to apply for financial aid by April 1 for the following academic year. Detailed information concerning financial aid applications and sources of aid are available on the website.

You may obtain this information by contacting:

Palatka Campus (386) 312-4040

Orange Park Campus (904) 276-6749

St. Augustine Campus (904) 808-7407

or by writing the:

SJR State Office of Financial Aid

5001 St. Johns Avenue

Palatka, FL 32177

Admission files must be cleared for receipt of financial aid and/or receipt of degree. Please see the checklist on [Admissions and Registration](#).

Financial Assistance

Students needing financial assistance should contact the Office of Financial Aid at (386) 312-4040. Financial aid information is listed in the College Catalog/Student Handbook and on the SJR State website (SJRstate.edu/finaid). The following types of assistance are available:

1. Scholarships based on academic excellence and service to school
2. Federal Pell Grants
3. Federal College Work-Study Program
4. Federal student loans
5. State grants and scholarships
6. SJR State Foundation scholarships and private awards (386-312-4100)
7. Veterans' assistance

Classes Required for Your Degree or Program

In accordance with federal law, federal student aid funds can only be applied to classes that are recognized as being truly necessary for completion of a student's declared degree. To that end, we must verify (on a term-by-term basis) whether or not all classes for which a student is enrolled are required or not. Those classes which are confirmed to be required will be covered by federal student aid (as long as all other relevant eligibility criteria has been met). Classes which are identified as not required for degree completion will be flagged as such, and these noncompliant courses will be excluded from financial aid coverage.

To be clear, any coursework that is not required will not be included when calculating eligibility for Title IV funds (Pell Grant, direct subsidized loans, direct unsubsidized loans, etc.). Students who qualify for aid which exceeds the actual cost of their compliant coursework may be able to apply that difference to non-compliant classes. If excess aid does not exist, the student who wishes to keep such classes on their schedule will need to pay for those classes out of pocket.

Remedial credits

Federal aid is available for up to 30 remedial credit hours. Once a student attempts 30 remedial credit hours, federal aid will be awarded for college-level credits only.

Requirements met for graduation

The Federal Financial Aid Handbook states that "students who complete the academic requirements for a program, but do not yet have the degree or certificate are not eligible for further additional FSA funds for that program." Volume 1, Student Eligibility: 1-10

If you have already taken and completed the coursework required to graduate from a specific degree or certificate program of study, you are no longer eligible to be considered for future financial aid as long as you remain in that specific program of study.

Clock Hour and Credit Hour Enrollment

No student may be enrolled in both clock hours and credit hours in the same payment period. For Federal Student Aid purposes, the school is required to identify the program for which the student will receive aid and pay only for that program.

Satisfactory Academic Progress Policy for Students Receiving Federal Financial Aid and Florida Student Assistance Grant

Standards of Academic Progress for Financial Aid:

The Federal regulations governing the funds from which financial aid is provided state that students must maintain satisfactory academic progress toward the educational goal they are pursuing according to the standards established by the institution. As such, the Board of Trustees has established the following policy and procedures to measure satisfactory academic progress for students receiving federal financial aid. The financial aid standards apply to all semesters or enrollment periods, regardless of whether a student received financial aid during a given semester or enrollment period (see definition of semester below). Certain state and locally administered financial aid programs have a more stringent progress standard. In these cases, the more stringent progress standards will be applied in addition to the College standard, where applicable.

Satisfactory Academic Progress (SAP):

At the completion of each semester or enrollment period, students' progress toward an educational goal is measured in three ways:

1. **Successful Completion Ratio:** Students must maintain an overall successful completion ratio of at least 66.5 percent rounded to the nearest whole percentage. This ratio is cumulative of all courses attempted, including transfer courses, and is calculated by dividing the total number of attempted credit hours into the number of credit hours successfully completed with a grade of "D" or higher. This successful completion ratio establishes measurement of the time frame requirement for students at a maximum of 1 ½ times the normal length of time required for a student to complete a given program, regardless of enrollment status (full-time, parttime, or any combination of both).
2. **Grade Point Average (GPA):** With the exception of the Bachelor of Science degree in Early Childhood Education, students must maintain a minimum cumulative grade point average of 2.0. Upon acceptance into the Bachelor of Science degree program in Early Childhood Education, students must maintain a minimum cumulative grade point average of 2.5. In the event a student enrolls for a semester in courses where a grade point average is not applicable (e.g., all preparatory courses), the cumulative grade point average achieved by the end of the previous semester will be used. In the event there are only courses where a grade point average is not applicable, the successful completion ratio will be the only measurement applied to the students until a GPA is applicable. For repeated courses, only the latest grade will be included in the GPA measurement.
3. **Maximum Hours:** Students are allowed up to 150% of the published length of their academic program to successfully complete their degree. This measurement includes all courses attempted, regardless of performance (including withdrawals and failed classes).

All students who otherwise qualify for financial aid and who enroll at or above the postsecondary level in an eligible program of study for the first time at SJR State will be eligible to receive financial aid. First-time students with a course history that does not meet the satisfactory progress standard will be placed in a financial aid warning status based on the applicable transfer history grades. Dual enrollment courses taken at SJR State will be included in all satisfactory academic progress measurements.

Transfer students whose previous academic transcripts have not yet been evaluated will have all of their previous coursework included in the evaluation of their SAP status. If their previous academic performance meets the Satisfactory Academic Progress definitions above, the student will be noted as maintaining SAP. If the student has reached maximum hours or fails either the GPA or completion ratio based on all of their courses attempted previous to their enrollment at SJR State, the student will be noted as not making SAP. Once transfer credit evaluation has been completed, only those courses which are accepted by SJR State as applicable to the degree will be included.

A semester is defined as either of the major semesters/ terms: fall, spring, and summer. An enrollment period is defined as the term or portion of a term for which a student enrolls. The words semester and term as used in this procedure also mean enrollment period, where applicable. Satisfactory academic progress is measured at the end of each semester.

Successful completion is defined as any course completed with a final grade of A, B, C, D, P, or S. Courses for which students receive grades of W, WF, I, IF, F, N, NR, U, or X, as well as the previous attempt(s) of repeated courses regardless of previous grade, are counted as courses attempted but not successfully completed.

Failure to meet the minimum standards of progress will result in one of the following actions:

1. **Financial Aid Warning:** This occurs at the end of the semester for which satisfactory progress is measured and the student failed to meet either one or both of the measurements outlined above. Students in this status continue to receive financial aid without penalty.
2. **Financial Aid Suspension/Financial Aid Probation:** If at the end of the semester of enrollment during which a student is on Financial Aid Warning and for which satisfactory progress is measured, a student has failed to maintain either one or both of the measurements outlined above, the student will no longer be eligible to receive federal financial aid and will be placed on Financial Aid Suspension. Students may appeal this decision and, if their appeal is granted, they will be placed on Financial Aid Probation. Financial Aid Probation may be granted for one semester if this is all of the time needed to return the student to Satisfactory Academic Progress. Students seeking more than one semester to return to Satisfactory Academic Progress must complete a Satisfactory Progress Academic Plan which identifies how long the student will need to return to Satisfactory Academic Progress. This Satisfactory Progress Academic Plan must be completed in consultation with an Academic Advisor.
3. **Financial Aid Continued Probation:** Students who have been placed on Financial Aid Probation and have requested more than one semester to return to Satisfactory Academic Progress may be placed on Financial Aid Continued Probation as long as they successfully complete 100% of all courses attempted in the semester, but do not reach the 67% cumulative successful completion ratio or minimum GPA requirements as measured at the end of the semester during the time in

which their academic plan is in force. Students in this status continue to receive financial aid without penalty, as long as they have not yet reached the maximum hours limit and there are sufficient hours remaining to complete their programs of study before reaching the maximum hours limit.

4. **Maximum Hours Suspension:** This occurs at the end of the semester when students enrolled at the college credit level reach a total of 150% of the published length of the program of study [90 attempted credit hours for most associate level programs, 180 attempted credit hours for baccalaureate level programs and the Educator Preparation Institute (EPI) program, or when students enrolled at the career level (CC) reach a point at which a student can not complete the applicable program before reaching or exceeding 150 percent of the published length of the program]. All federal financial aid is suspended.
5. **Financial Aid Termination:** This occurs when students fail to successfully complete any course(s) in the Satisfactory Progress Academic Plan or Program Completion Plan under the Appeals process (see below). Eligibility for federal financial aid is terminated.

Students will be notified if they are placed on Financial Aid Warning, Financial Aid Suspension, Financial Aid Termination, or have reached Maximum Hours through notification sent to their student email.

Appeals:

Students on financial aid suspension (see #1 below) or reaching the maximum hours suspension (see #2 below) may file an appeal for reinstatement based on mitigating circumstances. These might include death in the immediate family, accidents, personal tragedy, or medical emergencies. The committee reviews the appeal, determines whether there are sufficient reasons to allow additional financial aid, and notifies the Director of Financial Aid. The Financial Aid Department informs the student of the committee's decision. Students approved to receive aid for an additional semester will be in an "approved appeal" status which is the equivalent of the financial aid warning status for the additional semester, and the students must again meet the satisfactory progress requirements by the end of the additional semester or be placed back on maximum hours as applicable. The decision of the committee is final. Except as noted below in exceptions to the appeal process, when an appeal is denied, students may submit another appeal, but only after enrolling in and receiving a passing grade in each attempted course in an additional semester.

1. **Financial Aid Suspension Appeals:** Students in the Financial Aid Suspension category must submit an appeal form with a written letter of appeal along with supporting documentation to the Director of Financial Aid. The appeal will then be forwarded to the Financial Aid Appeals Committee (the Committee) for their consideration.
2. **Satisfactory Progress Academic Plan:** As part of the appeal for students in Financial Aid Suspension who will need more than one semester to regain their Satisfactory Progress, students will be required to submit a Satisfactory Progress Academic Plan. The Satisfactory Progress Academic Plan will identify the specific courses in which the student plans to enroll as well as the semesters in which the enrollment will take place. The plan should allow for the mathematical possibility of regaining both GPA and completion rate percentages. If the appeal is granted, the student will only be allowed to enroll in the courses listed on the plan for financial aid, and if the student fails or withdraws from any of these courses, the student's financial aid will be terminated.
3. **Program Completion Plan:** As part of the appeal process, students in the maximum hours category must meet with an Academic Advisor to complete a Program Completion Plan. The Program Completion Plan identifies only the specific courses students need to complete their current program(s) of study at SJR State. The Plan is signed and agreed to by the students and an Academic Advisor. The Academic Advisor lists the specific courses, and the students agree to follow the specific plan to complete their current program(s) of study. Students with a primary and secondary program of study may submit both plans to the Appeals Committee for consideration.
4. **Financial Aid Termination:** By design, this status is final and cannot normally be appealed. An appeal may be considered for extreme mitigating circumstances involving the student, such as personal illness or accident. Documentation of individual circumstances must be submitted to the Director for review and consideration. The Director will review the individual circumstances and determine whether the appeal should be submitted to the Committee for consideration.

Exceptions to the appeal process:

Students enrolled in Career Certificate programs of less than one year in length cannot appeal the maximum hours status. Students in the Financial Aid Termination status may file an appeal only if documentation can be provided to show personal mitigating circumstances beyond the students' control.

Special Notice of Federal Pell Grant Duration of Eligibility

Public Law 112-74 reduced the duration of a student's eligibility to receive a Federal Pell Grant from 18 semesters (or its equivalent) to 12 semesters (or its equivalent). This provision applies to all Federal Pell Grant eligible students effective with the 2012-13 award year and beyond.

Repayment of Federal Funds

Federal regulations require repayment of a portion of federal funds received by students, unless certain conditions are met. A student who withdraws from, or stops attending, all courses prior to completion of at least 60 percent of an enrollment period (i.e., a semester/term), WILL BE REQUIRED TO REPAY the "unearned portion" of the funds received.

This applies to all federal grant and loan funds received as a disbursement by a student. For example, a student receiving a Pell Grant award in the amount of \$2500 could be required to repay the federal financial aid programs \$1250 or more, unless the student attends school for more than 60 percent of the enrollment period. PLUS a portion of the award that could have been used to pay for tuition, fees, books, and/or supplies may also be required as repayment to the school. The latter requirement is because schools will also be required to refund the federal financial aid programs the "unearned portion" of the tuition, etc.

The rule applies only to those students who withdraw from all classes. The rule does not apply to students who successfully complete at least one course in an enrollment period; therefore, if a student finds he/she is unable to complete all courses, every effort to successfully complete at least one course should be made. In so doing, the student will preserve the funds received. After that, the student should work closely with an academic advisor to work out a course load that can be successfully completed each term. A student must also meet satisfactory academic progress guidelines in order to continue to receive financial aid.

Students who are taking courses that do not span the entire length of the term are deemed to be taking module courses. Beginning July 1, 2021, students who withdraw from module courses must have their "unearned portion" of federal aid returned according to new federal withdrawal requirements.

The student will not be considered a withdrawal for Title IV purposes if they:

- a. complete a module that concludes the final requirements for graduation of their program of study or
- b. successfully complete Title IV eligible coursework in one or a combination of modules that equals 49% or more of the number of countable days in the payment period or period of enrollment or
- c. successfully complete Title IV-eligible coursework equal to or greater than what the institution considers to be half-time enrollment for the payment period or period of enrollment or
- d. confirmed attendance in writing for a Title IV-eligible course in a later module in the payment period or period of enrollment that begins no later than 45 calendar days after the end of the module he or she ceased attending.

Special Assistance

Vocational Rehabilitation Assistance

The Vocational Rehabilitation Section of the Florida State Department of Labor and Employment Services provides limited assistance to students with disabilities. An applicant must be at least 16 years of age, have a permanent major physical disability, possess a good scholastic record, and take courses that will prepare him/her for a vocation. Application should be made to the Director of Vocational Rehabilitation of the area in which the applicant resides.

Scholarships for Children of Deceased or Disabled Florida Veterans

Eligibility is limited to children of deceased or 100% disabled veterans and to children of POWs and MIAs attending a postsecondary institution in Florida. The parent must have entered service from Florida. The surviving parent or veteran must have resided in Florida for five years before application. The amount will be for tuition and fees for the academic year. Applications may be obtained by writing the Office of Student Financial Assistance, Department of Education, Florida Education Center, Tallahassee, Florida 32399-0400 or visit <https://www.floridastudentfinancialaid.org/>.

Veterans' Education Assistance

Students entitled to benefits should complete the necessary forms and applications well in advance of the term they plan to attend.

Requirements and Policies:

1. The student must be seeking an Associate in Arts degree, an Associate in Science degree, a certificate, a Bachelor of Science degree, or a Bachelor of Applied Science degree.
2. The student will be certified and receive benefits only for those courses needed for their degree. The number of elective hours needed for each degree program is limited. Students should take required courses first. Enrollment certifications will be submitted to the VA beginning on the first business day after the census date each semester.
3. No benefits will be paid to a student for repeating a course in which they have already earned a satisfactory grade. A satisfactory grade is defined as "D" or better, unless a higher grade is required to meet a specific program or degree requirement.
4. The status of a student as full time, three-quarter, or half-time determines the percentage of educational benefits to be received. For enrollments in the Summer Term, the VA uses the starting and ending dates to determine the benefit amount based on the equivalent enrollment. The chart below gives an indication of how the VA determines the enrollment.
5. For purposes of registration and satisfactory progress status, college preparatory courses are considered as three semester hours. (See [standards of progress for veterans](#)). These courses, however, are not used for certification purposes unless required by placement test scores.
6. The DVA will not pay educational benefits for enrollment in MAN 1943, Work Experience I or MAN 2944, Work Experience II.
7. A student should visit the college's VA counselor each term when registering. The student must ensure that the courses for which he or she registers will meet degree requirements. An audit conducted at the end of the schedule change period determines whether courses are acceptable for certification. The DVA will be notified of unacceptable courses and a reduction of benefits may result. The VA counselor certifies the enrollment to the VA on the first business day after the census date each semester.
8. All students receiving DVA education benefits including certificate and other non-college degree programs are required to comply with the attendance policy as written in the Catalog/ Student Handbook. This policy states that students will receive an attendance warning after missing three or more instructional hours. Any additional absence after a warning will result in the student being withdrawn from the class.
9. Students who are withdrawn from class due to attendance are not entitled to a refund of tuition and fees related to that class.

Standards of Progress for Veterans

A student receiving veterans' educational benefits is required to make satisfactory academic progress. Students receiving DVA education benefits will be required to meet or exceed the same minimum standards of progress required of other students by SJR State academic regulations. Students will be considered to have failed to meet minimum standards if they are:

1. placed on academic or disciplinary suspension; or
2. withdrawn from the College for disciplinary reasons; or
3. placed on academic probation for more than two consecutive terms.

If these standards are not met, the College will request the Veterans Administration to suspend educational benefits.

Reinstatement for benefits will be made only if evidence indicates that improvement in academic performance may be expected.

Courses for which a grade of "W" is given are not included in determination of satisfactory progress, but such grades may result in an overpayment of benefits. The DVA will recalculate benefits from the beginning of the term when the "W" creates a change in benefit status. In such cases, the DVA requests a refund or adjustment unless the student can show mitigating circumstances which the DVA finds satisfactory.

Veterans' Deferred Payment

Students eligible for veterans' educational benefits may defer payment of fees for sixty days (or 10 days before the end of the Summer A or Summer B Terms) once during the academic year, if they are not then receiving benefit checks. Failure to pay fees by the deadline will result in administrative withdrawal from classes.

VA Pending Payment Compliance

In accordance with Title 38 U.S. Code 3679 subsection (e), this school adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill ® (Chapter 33), Veteran Readiness & Employment (Chapter 31), or Survivors' and Dependents' Educational Assistance (DEA) program (Chapter 35) of title 38 or Montgomery GI Bill ® Selected Reserve (MGIB-SR) program (Chapter 1606) of Title 10 benefits, while payment to the institution is pending from VA.

This school **will not**:

- Access fees for up to 90 days following certification of veteran beneficiary enrollment to VA;
- Prevent the student's enrollment;
- Assess a late penalty fee to the student;
- Require the student to secure alternative or additional funding;
- Deny the student access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for this provision, such students are required to:

- Provide the VA Certificate of Eligibility (COE). A "certificate of eligibility" can also include a "Statement of Benefits" obtained from the U.S. Department of Veterans Affairs' (VA) website; eBenefits; or an Electronic Authorization from the VR&E.

VA Semester Hour Equivalents

Veterans enrolled in periods of enrollment lasting less than 15 weeks may use the chart below to determine the equivalent certification level for their VA benefits. As an example, if a veteran enrolls in an 8 week minimester course which carries a value of 3 credit hours, the VA will allow the student to be certified at an equivalent enrollment level of 6.7 hours (therefore greater than halftime). Please note that this equivalency is only valid for veterans' benefits and does not apply to other forms of state or federal financial aid.

VA SEMESTER HOUR EQUIVALENTS
SEMESTER BY HOUR EQUIVALENTS
(Semester Hours X 18 Divided by Length of Term in Weeks)

TERM LENGTH HOURS PURSUED	14	13	12	11	10	9	8	7	6	5	4	3
10	12.9	-	-	-	-	-	-	-	-	-	-	-
9	11.6	12.5	-	-	-	-	-	-	-	-	-	-
8	10.3	11.1	12	13.1	-	-	-	-	-	-	-	-
7	9	9.7	10.5	11.5	12.6	-	-	-	-	-	-	-
6	7.7	8.3	9	9.8	10.8	12	13.5	-	-	-	-	-
5	6.4	6.9	7.5	8.2	9	10	11.2	12.9	-	-	-	-
4	5.1	5.5	6	6.5	7.2	8	9	10.3	12	14.4	-	-
3	3.9	4.2	4.5	4.9	5.4	6	6.7	7.7	9	10.8	13.5	-
2	2.6	2.8	3	3.3	3.6	4	4.5	5.1	6	7.2	9	12
1	1.3	1.4	1.5	1.6	1.8	2	2.3	2.6	3	3.6	4.5	6

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by the VA is available at the official U.S. government website at <https://www.benefits.va.gov/gibill>.

MEMORANDUM

TO: Joe Pickens, J.D.
College President

FROM: Melanie Brown, Ph.D.
Chief Operating Officer/Senior Vice President

DATE: October 20, 2026

RE: Action Agenda Items

October 28, 2026, District Board of Trustees Meeting

The following items are submitted for the Board of Trustees' consideration at the October 28, 2026, meeting:

1. Information Only: After advertising, the following SJR State Board Rules will be brought to the December 2026 Board of Trustees meeting for approval:
 - a. NEW Rule 3.40 Active Assailant Response Plan
 - b. NEW Rule 3.41 Family Reunification Plan
 - c. NEW Rule 3.42 Postsecondary Threat Management Protocol
 - d. NEW Rule 3.43 Artificial Intelligence Use and Limitations
 - e. NEW Rule 4.43 Application Fee Waivers
 - f. NEW Rule 6.37 Student Mental Health and Behavioral Health Supports
 - g. Amendment to Rule 7.11 Adult Education Policy
 - h. Amendment to Rule 7.12 Minimum Requirements for Admission to College Credit Programs
 - i. Amendment to Rule 7.24 Minimum Requirements for Admission to Non-College Credit Programs
2. Action to Approve the request to waive the College's Application Fee under limited circumstances during the 2026-2027 academic year:
 - a. Up to 25 "Free Application Days" to be used as a marketing/recruitment tool:
 - 3 days to be held in conjunction with *FAFSA Frenzy* or similar events on each campus
 - 10 days for *Free App* events at local high school campuses or similar events

- 3 days to coincide with each *SJR State Campus Open House* or similar events
 - 1 day to coincide with the *Summer Recruiting Event*
 - Up to 8 additional days to be scheduled in conjunction with other major recruiting events or campaigns
- b. Limited, individual application fee waivers to be provided on a case-by-case basis to former military, homeless, former foster care, and/or other students who identify as needing assistance paying the application fee
3. Information Only: [SJR State's Statement of Institutional Commitment to Excellence, Opportunity, and Service](#)

Rule 3.40: Active Assailant Response Plan

Approved: XX/XX/XXXX (Date)

Specific Authorities: FS 1001.64(4), FS 1006.601, FAC 6A-14.012

The Board of Trustees recognizes that acts of targeted violence and active assailant incidents pose significant risks to the safety and security of the College community. The College shall maintain an Active Assailant Response Plan designed to provide for the immediate and coordinated response to such incidents and to support the protection and recovery of the College community.

The Board of Trustees directs the President to develop, implement, and maintain an Active Assailant Response Plan for the College. The Plan may be incorporated into the College's Emergency Preparedness Plan or maintained as a separate plan.

The Active Assailant Response Plan shall, at a minimum:

1. Provide for annual active assailant preparedness training for students and employees.
2. Identify the positions authorized to issue emergency alerts and notifications.
3. Establish protocols for emergency response, evacuation, lockdown, shelter-in-place, communications, incident management, and post-incident recovery.
4. Include a process for providing timely emergency notifications to the College community regarding active threats and other incidents posing a threat to campus safety.
5. Provide for coordination with law enforcement, emergency management, and other public safety agencies as appropriate.

The President will establish procedures necessary to implement this policy and ensure compliance with applicable laws and regulations. The Active Assailant Response Plan will be reviewed annually and submitted to the Board of Trustees for approval.

Rule 3.41: Family Reunification Plan

Approved: XX/XX/XXXX (Date)

Specific Authorities: FS 1001.64(4), FS 1006.601, FAC 6A-14.012

The Board of Trustees recognizes that St. Johns River State College primarily serves adult students and employs adults who generally provide their own transportation and are expected to independently leave campus following an evacuation, campus closure, or other emergency event. Nothing in this rule shall be construed to require the College to transport students or employees or physically reunite them with family members or other personal contacts.

The purpose of this rule is to ensure that the College maintains a Family Reunification Plan that facilitates communication with students and employees and provides reasonable assistance in circumstances where individuals cannot immediately reunite with family members following an evacuation, campus closure, or other emergency event.

The Board of Trustees directs the President to develop and maintain a Family Reunification Plan in coordination with local law enforcement, emergency management agencies, and other appropriate governmental entities.

The Family Reunification Plan shall at a minimum provide procedures for:

1. Communicating evacuation, closure, and emergency information to students and employees;
2. Coordinating with emergency response agencies during emergency operations;
3. Identifying temporary assembly or assistance locations for those individuals who are unable to independently leave campus because of injury, disability, or other circumstances.

The Family Reunification Plan shall be reviewed annually and approved by the Board of Trustees as required by Rule 6A-14.012.

Rule 3.42: Postsecondary Threat Management Protocol

New Rule Promulgated [DATE]

Specific Authorities: FS 1001.64(4), FS 1006.601, FAC 6A-14.012

The Board of Trustees is committed to a safe and secure environment for all students, faculty, staff, and visitors, and to the early identification, assessment, and management of behavior that may pose a threat of harm to the College community. The Board directs the College President to establish and maintain a Postsecondary Threat Management Protocol and to develop administrative procedures implementing that protocol. At a minimum, the procedures must address:

- 1) Establishment of a Threat Management Team ("TMT"), appointed by the President, comprised at minimum of: a College administrator, a sworn law enforcement officer, a student services or counseling team member, and a member with expertise in instruction, which may be a faculty member, dean, or department head.
- 2) Establishment of a process for consulting individuals familiar with a student of concern when no team member is;
- 3) Designation of an institution triage team to receive, review, and triage all reports of concerning behavior, communication, or threats;
- 4) Designation of an administrative reviewer, independent of the TMT, to approve final threat management documentation, level of concern, and case disposition;
- 5) Use of the Florida Postsecondary Threat Management Protocol Manual (Form FPP-01) to assess and manage threats, and documentation of all reports — including those determined unfounded — on the Florida Postsecondary Threat Management Protocol Intake and Disposition Form (Form FPP-02) or a records system capturing equivalent information;
- 6) A minimum meeting schedule for the TMT, with documentation of meeting dates, attendance, cases discussed, and actions taken;
- 7) Mandatory initial and annual training for all TMT members, triage designees, and the administrative reviewer; and
- 8) Coordination between the College's TMT and the threat management teams of K-12 school districts for dual enrollment students, consistent with the Florida Postsecondary Threat Management Protocol.

These procedures will be published in the College's Operating Guidelines and Procedures Manual and reviewed at least annually.

Rule 3.43: Artificial Intelligence Use and Limitations

Approved:

Specific Authorities: FS 1001.64; FAC 6A-14.0719

St. Johns River State College recognizes that artificial intelligence (A.I.) can support teaching, learning, and the business functions of the College. It is the policy of the Board that A.I. be used in a manner that ensures quality of education for students, efficiency of College operations, and a safe learning environment for the College community, in accordance with FAC 6A-14.0719.

For the purposes of this rule, the following definitions apply:

- “Artificial intelligence” or “A.I.” means a machine-based system that can, for a given set of human-defined objectives, make predictions, recommendations, or decisions influencing real or virtual environments.
- “Artificial intelligence instructional tool” means a software application or service that uses artificial intelligence, including machine learning, which is made available to a student by the institution or approved contracted service for educational purposes, including instruction, tutoring, practice, feedback, or completing faculty-directed assignments, and that is not designed, marketed, or configured to:
 - o Meet a student’s social needs;
 - o Simulate friendship, companionship, or an emotional relationship with a student; or
 - o Employ relationship-building or anthropomorphic design features for the purpose of encouraging a student to continue interacting with the system.
- “A.I. literacy” means the foundational set of competencies that enables an individual to understand, use, and evaluate A.I. responsibly and effectively in education and the workplace.

This rule applies to all students, faculty, staff, administrators, and guests of the College.

1. Use of A.I. shall comply with applicable state and federal laws and regulations, including the Family Educational Rights and Privacy Act (FERPA) of 1974 and the Copyright Act of 1976, as well as applicable Board rules and College policies and procedures.
2. Students are prohibited from using A.I. to work on a graded assignment or assessment for a course or program unless explicitly permitted to do so by the instructor of that course or program.
 - a. Unauthorized use of A.I. is addressed in the College's policies and procedures on academic integrity.
 - b. The College will notify the parents of enrolled minors when their child will directly use an A.I. instructional tool in a course or program.
 - c. The College will provide students with opportunities for A.I. literacy and application of related skills that benefit learning and career development.

3. The College will maintain a list of approved A.I. instructional tools and operational tools, including their approved uses.

The Board authorizes the College President or designees to establish policies and procedures to implement this rule, and to ensure those are reflected in appropriate manuals, handbooks, forms, and other documents for students, employees, contractors, and guests.

Rule 4.43: Application Fee Waivers

Approved XXXX

Specific Authorities: FAC 6A-14.054 (11)

The Board of Trustees authorizes the President, or his or her designee, to waive Board approved Application fees under limited circumstances as part of marketing campaigns and recruitment events and on a case-by-case basis for individual students who identify as needing assistance paying the application fee.

Rule 6.37: Student Mental Health and Behavioral Health Supports

New Rule Promulgated [DATE]

Specific Authorities: FS 1001.64(4), FS 1006.601, FAC 6A-14.012

The Board of Trustees recognizes that supporting the mental health and behavioral health of students is essential to student safety and success. The Board directs the President to adopt policies and procedures to support student mental health and behavioral health intervention, consistent with s. 1006.601(5), F.S. At a minimum, the procedures must address:

- 1) Required training for faculty to detect and respond to students exhibiting behavioral health concerns;
- 2) Procedures for reporting concerns and a process to refer students with mental or behavioral health concerns;
- 3) Procedures to connect students to institutional and community-based behavioral health services, including crisis intervention; and
- 4) Posting and maintaining, on the College website and in conspicuous locations on each campus, a mental health awareness and suicide prevention notice consistent with s. 1006.601(4), F.S.

These procedures will be published in the College's Operating Guidelines and Procedures Manual, coordinated with the College's threat management protocol where a referral also raises a threat management concern, and reviewed at least annually.

Rule 7.11 (R2): Adult Education Policy

CURRENT POLICY

Approved 01/18/06

Revised 06/15/22; 2/15/26

Specific Authorities: FS 1004.65(6)(b) & FS 1004.65(8)(c)

The Adult Education Program will serve those adults, defined as age 18 and older, who wish to complete their high school education as well as adults who need to acquire basic literacy. In addition, the College may provide workplace literacy instruction, workforce preparation programs, and other programs to serve identifiable adult groups that require special services which the adult education program can provide. Students ages 16 and 17 may be admitted to the adult education program upon application and approval by the Dean of Adult Education.

Rule 7.11 (R2): Adult Education Policy

PROPOSED CHANGES

Approved 01/18/06

Revised 06/15/22; 2/15/26

Specific Authorities: FS 1004.65(6)(b) & FS 1004.65(8)(c); [6A-6.014, F.A.C.](#)

The Adult Education Program will serve those adults, defined as age 18 and older, who wish to complete their high school education as well as adults who need to acquire basic literacy. In addition, the College may provide workplace literacy instruction, workforce preparation programs, and other programs to serve identifiable adult groups that require special services which the adult education program can provide. Students ages 16 and 17 may be admitted to the adult education program upon application and approval by the [Associate Dean of Adult and Teacher Education](#).

[In accordance with Rule 6A-6.014, F.A.C., applicants to the Adult Education Program must attest to U.S. citizenship or lawful presence as part of the application process and provide documentation of such citizenship or lawful presence, which must be verified prior to enrollment.](#)

Rule 7.11 (R2): Adult Education Policy

CLEAN VERSION

Approved 01/18/06

Revised 06/15/22; 2/15/26

Specific Authorities: FS 1004.65(6)(b); FS 1004.65(8)(c); 6A-6.014, F.A.C.

The Adult Education Program will serve those adults, defined as age 18 and older, who wish to complete their high school education as well as adults who need to acquire basic literacy. In addition, the College may provide workplace literacy instruction, workforce preparation programs, and other programs to serve identifiable adult groups that require special services which the adult education program can provide. Students ages 16 and 17 may be admitted to the adult education program upon application and approval by the Associate Dean of Adult and Teacher Education.

In accordance with Rule 6A-6.014, F.A.C., applicants to the Adult Education Program must attest to U.S. citizenship or lawful presence as part of the application process and provide documentation of such citizenship or lawful presence, which must be verified prior to enrollment.

Rule 7.12: Minimum Requirements for Admission to College Credit Programs

Approved 01/08/06

Revised 08/10/22; 01/16/13; 09/15/10

Specific Authorities: FS 1001.64(8)(a), FS 1007.263, FAC 6A-10.0315, FAC 6A-10.0240, FS 1002.41, FS 1001.65(4)

St. Johns River State College is a comprehensive, open door institution of higher learning. However, to insure students are prepared for college-level work, and as required by FS 1001.64(8)(a) through (g), the Board of Trustees has established the following minimum criteria for admittance to:

1. A college-credit Associate Degree or College Credit Certificate Program:
 - a. A completed College application and the associated application fee.
 - b. Proof of previous education:
 - c. A standard high school diploma with an official transcript; or
 - d. A high school diploma through any state department of education based on performance on the General Education Development Test provided the test was administered in English; or,
 - e. A State-recognized high school equivalency diploma awarded by a state other than Florida based on a passing score on the High School Equivalency Test (HiSET®), the Test Assessing Secondary Completion (TASC™), the California High School Proficiency Exam, or a combination of GED®, HiSET®, and/or TASC™ subtests; or,
 - f. Proof of the completion of a home education program meeting the requirements of FS 1002.41.
 - g. Additional requirements as identified in the College Catalog/Student Handbook.
2. A Baccalaureate program:
 - a. Admission to St. Johns River State College.
 - b. Submission of a completed application to the specified baccalaureate program and the associated application fee.
 - c. Completion of an Associate in Arts, Associate in Science, or Associate in Applied Science degree with at least a 2.0 grade point average on a 4.0 scale prior to upper division acceptance. The exact associate degree required will be identified in the College Catalog/Student Handbook.
 - d. Submission of official transcript(s) indicating the coursework taken and the degree(s) awarded.

In addition to the above requirements, transfer students must be in good academic standing from their previous college or university and provide official transcripts and catalog course descriptions. If the student is on probation from their previous college or university, the student may still enroll; however, if the student has been suspended or

dismissed from their previous college or university, the student must petition the Department of Student Affairs for admission to the College.

As provided in SJR 6.23, 7.22, and 7.24, the Board of Trustees has established additional admissions criteria for limited access programs. All admissions policies and procedures are published annually in the College Catalog/Student Handbook.

Rule 7.12: Minimum Requirements for Admission to College Credit Programs

Approved 01/08/06

Revised 08/10/22; 01/16/13; 09/15/10

Specific Authorities: [FS 1000.05\(2\)](#), [FS 1001.64\(8\)\(a\)](#), [FS 1001.65\(4\)](#), [FS 1002.41](#), [FS 1003.435\(2\)](#), [FS 1007.263](#), [FS 1007.271](#), [FAC 6A-10.240](#), [FAC 6A-10.0315](#), ~~[FAC 6A-10.0240](#)~~, ~~[FS 1002.41](#)~~, ~~[FS 1001.65\(4\)](#)~~

St. Johns River State College is a comprehensive, open door institution of higher learning. [St. Johns River State College does not discriminate against nor include preferences in the admission process for applicants on the basis of race, color, national origin, sex, disability, religion, or marital status.](#)

[In accordance with Rule 6A-10.0240, F.A.C., all students admitted to St. Johns River State College must be citizens of the United States or otherwise lawfully present in the United States.](#)

~~However, to~~ [To insure](#) ensure students are prepared for college-level work, and as required by [FS 1001.64\(8\)\(a\)](#) through (g), the Board of Trustees has established the following minimum criteria for admittance to:

1. A college-credit Associate Degree or College Credit Certificate Program:

[a.](#) A completed College application, [including an attestation to U.S. citizenship or lawful presence](#), and the associated application fee.

~~a-b.~~ [Documentation of such citizenship or lawful presence, which must be verified prior to enrollment.](#)

~~b-c.~~ Proof of previous education:

~~c-i.~~ A standard high school diploma with an official transcript; or

[1.](#) A State of Florida high school equivalency diploma awarded under [s. 1003.435\(2\), F.S.](#);

~~d-2.~~ A high school [equivalency](#) diploma ~~issued through any by another state which is recognized as equivalent based on an assessment recognized by the United States department~~ [Department of education Education, based on performance on the General Education Development Test provided the test was administered in English; or, Such diploma must have been issued based on a student achieving a passing score on the High School Equivalency Test \(HiSET\), the Test Assessing Secondary Completion \(TASC\), the California High School Proficiency Exam, or based on a student achieving a combination of passing scores on HiSET, TASC, or GED® subtests;](#)

[3.](#) A State-recognized high school equivalency diploma awarded by a state other than Florida based on a passing score on the High School Equivalency Test (HiSET®), the Test Assessing

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Secondary Completion (TASC™), the California High School Proficiency Exam, or a combination of GED®, HiSET®, and/or TASC™ subtests; or, Previously demonstrated competency in college credit postsecondary coursework;

e. _____

4. Proof of the completion of a home education program meeting In the case of a student who is home educated, signed affidavit submitted by the student's parent or legal guardian attesting that the student has completed a home education program pursuant to the requirements of FS s. 1002.41, F.S.;
5. Enrollment in a dual enrollment or early admission program pursuant to s. 1007.271, F.S.

f.d. Demonstrated readiness to perform college-level communication and computation skills in accordance with Rule 6A-10.0315, F.A.C.

g.e. _____ Additional requirements as identified in the College Catalog/Student Handbook.

2. A Baccalaureate program:

a. Admission to St. Johns River State College:

a. Submission of a completed College application to the specified baccalaureate program, including an attestation to U.S. citizenship or lawful presence, and the associated application fee.

b. Documentation of such citizenship or lawful presence, which must be verified prior to enrollment.

c. Completion of an Associate in Arts, Associate in Science, or Associate in Applied Science degree with at least a 2.0 grade point average on a 4.0 scale prior to upper division acceptance. The exact associate degree required will be identified in the College Catalog/Student Handbook.

d. Submission of official transcript(s) indicating the coursework taken and the degree(s) awarded.

d.e. _____ Additional requirements as identified in the College Catalog/Student Handbook.

In addition to the above requirements, transfer students must be in good academic standing from their previous college or university and provide official transcripts and catalog course descriptions. If the student is on probation from their previous college or university, the student may still enroll; however, if the student has been suspended or dismissed from their previous college or university, the student must petition the Department of Student Affairs for admission to the College.

As provided in SJR 6.23, 7.22, and 7.24, the Board of Trustees has established additional admissions criteria for limited access programs. All admissions policies and procedures are published annually in the College Catalog/Student Handbook.

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Rule 7.12: Minimum Requirements for Admission to College Credit Programs

Approved 01/08/06

Revised 08/10/22; 01/16/13; 09/15/10

Specific Authorities: FS 1000.05(2), FS 1001.64(8)(a), FS 1001.65(4), FS 1002.41, FS 1003.435(2), FS 1007.263, FS 1007.271, FAC 6A-10.0240, FAC 6A-10.0315

St. Johns River State College is a comprehensive, open door institution of higher learning. St. Johns River State College does not discriminate against nor include preferences in the admission process for applicants on the basis of race, color, national origin, sex, disability, religion, or marital status.

In accordance with Rule 6A-10.0240, F.A.C., all students admitted to St. Johns River State College must be citizens of the United States or otherwise lawfully present in the United States.

To ensure students are prepared for college-level work, and as required by FS 1001.64(8)(a) through (g), the Board of Trustees has established the following minimum criteria for admittance to:

1. A college-credit Associate Degree or College Credit Certificate Program:
 - a. A completed College application, including an attestation to U.S. citizenship or lawful presence, and the associated application fee.
 - b. Documentation of such citizenship or lawful presence, which must be verified prior to enrollment.
 - c. Proof of previous education:
 - i. A standard high school diploma with an official transcript; or
 1. A State of Florida high school equivalency diploma awarded under s. 1003.435(2), F.S.;
 2. A high school equivalency diploma issued by another state which is recognized as equivalent based on an assessment recognized by the United States Department of Education. Such diploma must have been issued based on a student achieving a passing score on the High School Equivalency Test (HiSET), the Test Assessing Secondary Completion (TASC), the California High School Proficiency Exam, or based on a student achieving a combination of passing scores on HiSET, TASC, or GED® subtests;
 3. Previously demonstrated competency in college credit postsecondary coursework;
 4. In the case of a student who is home educated, a signed affidavit submitted by the student's parent or legal guardian attesting that the student has completed a home education program pursuant to the requirements of s. 1002.41, F.S.;

- 5. Enrollment in a dual enrollment or early admission program pursuant to s. 1007.271, F.S.
 - d. Demonstrated readiness to perform college-level communication and computation skills in accordance with Rule 6A-10.0315, F.A.C.
 - e. Additional requirements as identified in the College Catalog/Student Handbook.
- 2. A Baccalaureate program:
 - a. A completed College application to the specified baccalaureate program, including an attestation to U.S. citizenship or lawful presence, and the associated application fee.
 - b. Documentation of such citizenship or lawful presence, which must be verified prior to enrollment.
 - c. Completion of an Associate in Arts, Associate in Science, or Associate in Applied Science degree with at least a 2.0 grade point average on a 4.0 scale prior to upper division acceptance. The exact associate degree required will be identified in the College Catalog/Student Handbook.
 - d. Submission of official transcript(s) indicating the coursework taken and the degree(s) awarded.
 - e. Additional requirements as identified in the College Catalog/Student Handbook.

In addition to the above requirements, transfer students must be in good academic standing from their previous college or university and provide official transcripts and catalog course descriptions. If the student is on probation from their previous college or university, the student may still enroll; however, if the student has been suspended or dismissed from their previous college or university, the student must petition the Department of Student Affairs for admission to the College.

As provided in SJR 6.23, 7.22, and 7.24, the Board of Trustees has established additional admissions criteria for limited access programs. All admissions policies and procedures are published annually in the College Catalog/Student Handbook.

Rule 7.24 (R1): Minimum Requirements for Admission to Non-College Credit Programs

Approved 01/18/06

Revised 08/10/22

Specific Authorities: FS 1001.64(8)(a), FS 1007.263, FAC 6A-10.0315

St. Johns River State College is a comprehensive, open door institution of higher learning. However, to insure students are prepared for the rigors of the College's Career Certificate (clock hour) Programs, and as required by FS 1001.64(8)(a) through (g), the Board of Trustees has established the following minimum criteria for admittance to Career Certificate Programs:

- 1) Submission of a completed College application and the associated application fee.
- 2) Furnish proof of being at least 16 years old.
- 3) Complete testing requirements for the program of study.
- 4) Complete any special registration forms required for the program of study.

The Law Enforcement and Corrections Career Certificate Programs are limited access programs and require additional admissions requirements (see SJR 7.22). All admissions policies and procedures are published annually in the College Catalog/Student Handbook.

Rule 7.24 (R1): Minimum Requirements for Admission to Non-College Credit Programs

Approved 01/18/06

Revised 08/10/22

Specific Authorities: FS 1001.64(8)(a), FS 1007.263, FAC 6A-10.0315

St. Johns River State College is a comprehensive, ~~open-open~~ door institution of higher learning. St. Johns River State College does not discriminate against nor include preferences in the admission process for applicants on the basis of race, color, national origin, sex, disability, religion, or marital status.

In accordance with Rule 6A-10.0240, F.A.C., all students admitted to St. Johns River State College must be citizens of the United States or otherwise lawfully present in the United States.

~~However, to insure~~ To ensure students are prepared for the rigors of the College's Career Certificate (clock hour) Programs, and as required by FS 1001.64(8)(a) through (g), the Board of Trustees has established the following minimum criteria for admittance to Career Certificate Programs:

- 1) Submission of a completed College application, including an attestation to U.S. citizenship or lawful presence, and the associated application fee.
- ~~1)2)~~ Submission of documentation of such citizenship or lawful presence, which must be verified prior to enrollment.
- ~~2)3)~~ Furnish proof of being Proof the applicant is at least 16 years ~~old~~ of age.
- ~~3)4)~~ Complete Meet applicable basic skills requirements established by Rule 6A-10.040, F.A.C., and any other testing requirements established for the program of study.
- ~~4)5)~~ Complete Completion of any special registration forms required for the program of study.

The Law Enforcement and Corrections Career Certificate Programs are limited access programs and require additional admissions requirements (see SJR 7.22). All admissions policies and procedures are published annually in the College Catalog/Student Handbook.

Rule 7.24 (R1): Minimum Requirements for Admission to Non-College Credit Programs

Approved 01/18/06

Revised 08/10/22

Specific Authorities: FS 1001.64(8)(a), FS 1007.263, FAC 6A-10.0315

St. Johns River State College is a comprehensive, open-door institution of higher learning. St. Johns River State College does not discriminate against nor include preferences in the admission process for applicants on the basis of race, color, national origin, sex, disability, religion, or marital status.

In accordance with Rule 6A-10.0240, F.A.C., all students admitted to St. Johns River State College must be citizens of the United States or otherwise lawfully present in the United States.

To ensure students are prepared for the rigors of the College's Career Certificate (clock hour) Programs, and as required by FS 1001.64(8)(a) through (g), the Board of Trustees has established the following minimum criteria for admittance to Career Certificate Programs:

- 1) Submission of a completed College application, including an attestation to U.S. citizenship or lawful presence, and the associated application fee.
- 2) Submission of documentation of such citizenship or lawful presence, which must be verified prior to enrollment.
- 3) Proof that the applicant is at least 16 years of age.
- 4) Meet applicable basic skills requirements established by Rule 6A-10.040, F.A.C., and any other testing requirements established for the program of study.
- 5) Completion of any special registration forms required for the program of study.

The Law Enforcement and Corrections Career Certificate Programs are limited access programs and require additional admissions requirements (see SJR 7.22). All admissions policies and procedures are published annually in the College Catalog/Student Handbook.



Statement of Institutional Commitment to Excellence, Opportunity, and Service

October 9, 2026

St. Johns River State College is committed to providing an education that is affordable, rigorous, relevant, and transformative. As a member of the Florida College System, the College embraces its responsibility to serve students, employers, our community, and the people of Florida through excellence in teaching and learning, responsible stewardship, intellectual freedom, and meaningful student outcomes.

In response to the national conversation about the future of higher education, St. Johns River State College reaffirms the following institutional commitments.

1. Transparent Admissions

St. Johns River State College is an open-access institution committed to providing qualified students with the opportunity to pursue higher education. We maintain clear, transparent [admissions requirements](#) and communicate those requirements honestly to prospective students. Within our open-access [mission](#), we maintain appropriate [academic expectations](#) and provide pathways and support that enable students to meet those expectations.

2. Free Speech, Open Inquiry, and Civil Discourse

St. Johns River State College is committed to freedom of speech, freedom of inquiry, and the free exchange of ideas. We foster an environment in which differing viewpoints can be expressed respectfully and lawfully and in which no individual is excluded from participation because of viewpoint. The College protects the rights of members of its community while maintaining reasonable standards of conduct necessary to ensure that teaching, learning, public discourse, and campus operations can proceed safely and without disruption.

3. Intellectual Pluralism and Academic Excellence

St. Johns River State College is committed to intellectual pluralism and to an academic culture that values inquiry, evidence, scholarship, and reason. Our classrooms should expose students to appropriate and relevant perspectives and encourage them to evaluate ideas critically rather than simply accept them. [Faculty](#) members are expected to maintain high academic standards and to create learning environments in which students can engage intellectually with complex issues. Faculty selection, evaluation, curriculum development, and program review is focused on academic excellence, effective teaching, student learning, professional expertise, and the educational [mission](#) of the College.

4. Affordability, Value, and Student Outcomes

Affordability is fundamental to the [mission](#) of St. Johns River State College. We are committed to providing students with a high-quality education at a [cost](#) that represents exceptional value. The College continues to pursue responsible stewardship of public resources, transparent pricing, efficient operations, and strategies that reduce unnecessary costs for students. We evaluate academic programs and institutional investments based on their contribution to student success and community need. We are committed to [outcomes that matter](#): completion, transfer, employment, economic mobility, and continued educational opportunity.

5. Academic Standards and Teaching Excellence

St. Johns River State College is committed to maintaining meaningful academic standards and ensuring that a credential from the College represents genuine student achievement. We promote excellence in teaching and learning, support faculty innovation, maintain appropriate standards for grading and assessment, and use evidence of student learning to improve academic programs.

6. Institutional Integrity and Protection from Undue Influence

St. Johns River State College is committed to protecting the integrity of its academic programs, institutional operations, and scholarly activities from inappropriate influence or conflicts of interest. The College will continue to comply with applicable federal and state requirements governing partnerships, financial relationships, information security, and foreign influence.

7. Serving Our Communities

The fundamental purpose of St. Johns River State College is service. As a public institution, we have a responsibility to prepare students to contribute to the economic, civic, and cultural vitality of our communities, our state, and our nation. We will continue to work closely with employers, industry partners, school districts, universities, government agencies, and community organizations to ensure that our programs respond to genuine needs and provide meaningful pathways to opportunity.

Our [workforce](#) mission is particularly important. We will continue to strengthen programs in high-demand fields, expand career and technical education, support entrepreneurship and economic development, and provide pathways from education to employment. At the same time, we recognize that our responsibility extends beyond workforce preparation. We prepare citizens who must be capable of critical thought, informed decision-making, civic participation, and lifelong learning.

Our Institutional Commitment

St. Johns River State College believes that public confidence in higher education is earned through excellence, transparency, accountability, and results. The College is proud of its role in the Florida College System and accepts the responsibility that comes with being a public institution of higher education. We vow to continue to provide an education that is accessible, rigorous, affordable, intellectually open, responsive to workforce needs, and worthy of the public's trust.

MEMORANDUM

TO: Joe H. Pickens, President

FROM: Randy Peterson, Vice President/CFO

DATE: October 19, 2026

RE: Action and Information Agenda Items: October 28, 2026, District Board of Trustees Meeting

The following Action and Information items are submitted for the Board of Trustees' approval at the October 28, 2026, meeting:

ACTION AGENDA ITEMS:

1. Approval of the Active Assailant Response Plan
2. Approval of the Family Reunification Plan

INFORMATION AGENDA ITEM:

1. Dual Enrollment FTE and Revenue

Procedure 1.15: Active Assailant Response Plan

Legal Authority - SJR Rule #: 3.40

IPC Approval Date: 10/06/2026

1.15.1 Purpose

This plan is intended to provide guidance in the event an individual is actively assaulting people at an SJR State campus.

1.15.2 Goal

It is the goal of SJR State to provide an active assailant emergency response plan to achieve 100% notification and acknowledgment of the Run-Hide-Fight message among all students, faculty, and staff. That notification will be accomplished by way of desk phones, outdoor speakers, alert tones, visual alert beacons, pop-up notifications on computers, emails, and voluntary text messages to protect all stakeholders from an assailant.

1.15.3 Objective

Immediately activate SJR State's emergency notification system, request immediate assistance from law enforcement to reach and stop the imminent threat of death or great bodily harm, and stop the active assailant(s) from wounding and/or killing innocent people.

1.15.4 Employee and Student Response

An **Active Assailant** is a person or persons who appear to be actively engaged in killing or attempting to kill people. In most cases, active assailants use firearm(s) and display no pattern or method for the selection of their victims. In some cases, active assailants use other weapons and/or improvised explosive devices (IEDs) to cause additional victims and act as an impediment to police and emergency responders.

A **Lockdown** is initiated when there is either a threat on campus or in the proximity of a campus. Employees and students will be notified by way of an audible message on campus desk phones, an audible message on outdoor speakers, an audible alert tone and visual strobe from beacons in campus hallways and corridors, a visual message on all campus computer screens, and a text message and call to your personal cell phone IF you sign up for Emergency Notifications from your MySJRState portal. When a lockdown occurs, you should:

1. Stop class or business immediately.
2. Get out of hallways and restrooms and into a classroom or office.
3. Lock the door(s).
4. Secure yourself in the room so you are undetectable.
 - a. Close the blinds.
 - b. Shut off the lights.
 - c. Sit on the floor, against a wall, not visible from the classroom or office doors or windows.
 - d. Silence phones and other devices.

- e. Be quiet.
- f. Do not leave your space until an “All Clear” is announced by the college over campus speakers, desk phones, college computers, and personal devices.

Any SJR State student, faculty, or staff member can initiate a “lockdown” by notifying SJR State Campus Security. The Director of Campus Safety, Campus Commander, Campus Sergeant, or Vice President/CFO are then authorized to issue emergency alerts in the Alertus system.

SJR State encourages employees and students to use the strategy known as **Run-Hide-Fight**, based on the time and location of the assailant in relation to yourself.

RUN

In most circumstances, your best option when dealing with an active shooter inside your building is to flee to safety. If there is an escape path, try to evacuate as quickly as possible.

1. Plan your escape route ahead of time and act decisively.
2. Leave your belongings behind so they won’t slow you down.
3. If possible, help others escape.
4. Keep your hands visible. This is important if law enforcement is in the area to show them you are not armed.
5. Always follow the instructions of any police officers or other law enforcement as you make your escape.
6. When you have reached safety, immediately call 911.

HIDE

During a lockdown, you should also be hiding. When hiding you should follow these guidelines:

1. Stay out of the perpetrator’s view and stay hidden until all is safe.
2. Get behind a door and lock it.
3. Create a barricade that would be difficult for shots to penetrate. You could hide behind large filing cabinets or bookshelves.
4. Cover and move away from windows.
5. Try not to trap yourself or restrict your options for movement. Try to take cover near exits.
6. Use cell phones cautiously. Make sure your cell phone is on silent.

FIGHT

When all else fails, you may need to take action when confronted face-to-face with an active shooter. Taking action entails attempting to disrupt, distract, or incapacitate the attacker by any means.

1. Act as aggressively as possible to subdue the attacker. Attempt to act as a team to take down the attacker by using a "swarm" technique.
2. The element of surprise is important. You could use a fire extinguisher to either hit the attacker on the head or spray chemical in his eyes the moment they enter the room.
3. Yell as a form of distraction. Causing chaos is one way to attempt to confuse the shooter.
4. Attempt to negotiate. Negotiation rarely works with shooters who are in a crazed state of mind but may be your only option.
5. Commit to your actions and fight for your life with whatever action you choose to make.

An **Evacuation** is initiated when there is either a credible bomb threat or an environmental hazard. Employees and students will be notified by way of an audible message on campus desk phones, an audible message on outdoor speakers, an audible alert tone and visual strobe from beacons in campus hallways and corridors, a visual message on all campus computer screens, and a text message and call to your personal cell phone IF you sign up for Emergency Notifications from your MySJState portal. When an evacuation occurs, you should:

1. Stop class or business immediately.
2. Advise others of the evacuation order as needed.
3. Calmly and quietly proceed to a designated exit without running or shouting.
4. Evacuate at least 300 feet from the building. Do not block parking lots or other entryways to the College – emergency vehicles may need those areas.
5. Do not reenter a building until an "All Clear" is announced by the College over campus speakers, desk phones, College computers, and personal devices.

A **Shelter in Place** is initiated usually due to weather-related events such as tornadoes. Employees and students will be notified by way of an audible message on campus desk phones, an audible message on outdoor speakers, an audible alert tone and visual strobe from beacons in campus hallways and corridors, a visual message on all campus computer screens, and a text message and call to your personal cell phone IF you sign up for Emergency Notifications from your MySJState portal. When a shelter in place occurs, you should:

1. Stop class or business immediately.
2. Move to a safe space away from windows and doors that provides protection from extreme weather, winds, flying glass or debris - consider a hallway, restroom, interior office, storage closet, or stairwell.
3. If the hallway and restrooms do not provide protection from extreme weather, winds, flying glass or debris, get into the nearest safe space.
4. Do not leave your space. Stay in place until an "All Clear" is announced by the College over campus speakers, desk phones, College computers, and personal devices.
5. When the "All Clear" notice is given by the College over campus speakers, desk phones, College computers, and/or personal devices, unlock the door and resume normal operating procedures unless otherwise directed by the College or emergency personnel.

1.15.5 Law Enforcement Response

SJR State Campus Security and other law enforcement personnel will respond to the emergency. SJR State Campus Security and other law enforcement personnel have been directed to immediately deploy to the area of the active shooter. Expect to experience officers shouting orders and even pushing people to the ground for their safety. The first responder's primary responsibility is to eliminate the threat, so they will not stop to help injured persons until the area is safe.

When campus security or law enforcement officials arrive:

1. Put down any items immediately and raise your hands, keeping them visible while spreading your fingers.
2. Remain calm and follow instructions.
3. Avoid making sudden movements.
4. Avoid pointing, screaming, and yelling.
5. Do not distract officers by asking them for help while you are being evacuated.
6. After you reach a safe location or assembly point, cooperate by providing information to investigators.

1.15.6 Post-Incident Response

When law enforcement has determined that the active assailant emergency is under control, an "All Clear" notice will be given by the College over campus speakers, desk phones, college computers, and/or personal devices. You can then unlock the door(s) and resume normal operating procedures unless otherwise directed by the College or law enforcement.

The SJR State Crisis Management Team will determine the current operational status of the College and decide whether to continue normal business operations or not. In addition, the Crisis Management Team will consider the following:

1. The need for mental health services for affected students and/or faculty.
2. Damage to College buildings, infrastructure and property.
3. The need for closing portions of the campus, cancelling or rescheduling classes.
4. Information related to injured staff, faculty and students.
5. After action critiques
6. After action reports.

1.15.7 Training

All Faculty, Staff, and Students at the College are required to annually complete Active Assailant Preparedness Training. This training will be facilitated by way of the college's teaching and training software.

Procedure 1.16: Family Reunification Plan

Legal Authority - SJR Rule #: 3.41

IPC Approval Date:

1.16.1 Purpose

This plan establishes procedures for reunification of students and employees with family members following a campus emergency, evacuation, or closure at St. Johns River State College.

1.16.2 General Assumptions

Because St. Johns River State College primarily serves adult students, most students and employees provide their own transportation, and following an evacuation or campus closure, are expected to leave campus independently and reunify directly with family members or other personal contacts.

The College does not maintain real-time attendance records for students. Accordingly, the College cannot verify the presence or location of all students on campus during an emergency event.

1.16.3 Activation Authority

This plan may be activated for any campus by the highest-ranking available official among the College President, Senior Vice President, Vice President for Finance, and Director of Campus Safety and Security, or by an authorized designee of one of those officials. Activation may be appropriate for active-threat incidents, major criminal events, severe weather, hazardous-materials incidents, fires, explosions, structural failures, mass-casualty or mass-victim incidents, or other significant emergencies.

1.16.4 Emergency Communication

The College will provide emergency information through available communication systems, which may include:

- College emergency notification systems;
- College email;
- Text message alerts;
- College website postings;
- Social media platforms; and
- Communications through local emergency management or public safety agencies.

Communications will provide information regarding campus closures, evacuations, shelter locations when applicable, and other available instructions.

Emergency messages should identify the affected campus or facility, state the protective action required, provide the effective time and known duration when available, identify the location of any Assistance Area or Family Assistance Center, and explain where subsequent

updates will be issued. Strategic Communications will coordinate public messaging with Incident Command and will issue updates as material information changes.

1.16.5 Incident Command and Unified Command

The Director of Campus Safety and Security or designee normally serves as Incident Commander. For incidents at the Palatka Campus and the Workforce Training Center, primary law enforcement coordination will typically occur with the Palatka Police Department; the Putnam County Sheriff's Office and other responding agencies may participate in Unified Command and recovery operations depending on incident conditions. For incidents at the Orange Park Campus, the Clay County Sheriff's Office will be the primary law enforcement agency. For incidents at the St. Augustine Campus, the St. Johns County Sheriff's Office will be the primary law enforcement agency. Unified Command will be established with the appropriate local law enforcement, fire rescue, and emergency management agencies. For incidents that escalate to mass-casualty or mass-victim status, Unified Command will include the College Director of Campus Safety and Security, College Campus Commander, local police chief or sheriff, and local fire chief.

1.16.6 Assistance Areas

Students, employees, or visitors who cannot immediately leave campus independently because of transportation limitations, disability-related needs, injury, or other emergency circumstances will be directed to an Assistance Area in the Viking Center (V Building) at the Palatka, Orange Park, or St. Augustine campus. Individuals at the Workforce Training Center will be directed to the Main Entrance Lobby of Building E. These areas will provide temporary shelter while individuals attempt to arrange transportation. If an individual cannot secure transportation, the College's Incident Commander or designee will coordinate with local law enforcement, emergency management, and other responding public-safety agencies to identify an appropriate transportation resource and communicate pickup instructions.

1.16.7 Family Assistance Center

For mass-casualty or mass-victim incidents, the College may set up a full Family Assistance Center (FAC). The FAC should be established within one to three hours of the incident to provide a safe, secure, centrally located place for family members to obtain information and support services. During a significant emergency resulting in campus closure or evacuation, Strategic Communications will serve as the primary coordinator for family assistance communications. The College will release information consistent with applicable privacy laws and available information. Photography should not be permitted inside the FAC, and news media and the general public should not have access.

The FAC location will be the same as the Assistance Areas referenced above in Section 6. However, an alternate site may be selected after considering:

- Proximity to the incident site, balanced against the need for a secure perimeter away from the immediate scene.
- Accessibility for families and ADA compliance.
- Controlled access to support a security perimeter.
- Reliable internet, cell, and landline service.

- Sufficient power outlets, restroom facilities, and space to scale based on incident size.

Core FAC components include a:

- **Reception Area** to welcome and register families and visitors to the FAC. All families and visitors must sign a log to record their presence. All visitor intake and interview information at the FAC should be treated as confidential and handled consistently with applicable privacy law, including HIPAA where mental health or medical services are present. Families and visitors will be directed to the appropriate area depending on their needs.
- **Gathering Area** for those students and visitors present but uninjured.
- **Family Briefing Room** to provide families with the most recent information regarding the incident response and victim identification process. Death or next-of-kin notifications will be made only by authorized law enforcement personnel, conducted in a private setting, and never by general FAC staff. The family briefing schedule should be posted around the FAC in highly visible areas. The first briefing should be held within a reasonable amount of time and at least one briefing per day should be conducted.
- **Behavioral Health Services Room(s)** to provide behavior health services to incident survivors, family members and friends of the victims. These rooms should be private rooms and staffed with a team of professionals.
- **First Aid and Onsite Medical Services Area** staffed by EMTs from the Fire Department to address minor medical issues and provide initial, rapid evaluations of emergency medical issues. Patients in medical distress will be transported by Fire Rescue to a nearby hospital.

Family Assistance Center Staffing List:

- Director of Campus Safety and Security
- Campus Commander from campus declaring emergency
- Director of Strategic Communications
- Director of Facilities Business Operations
- Palatka Police Department (Palatka Campus)
- Putnam County Sheriff's Office (Palatka Campus)
- St. Johns County Sheriff's Department (St. Augustine Campus)
- Clay County Sheriff's Office (Orange Park Campus)
- Emergency Management from appropriate county
- Information Technology Support employee
- Behavioral Health Services staff
- First Aid/Medical Staff

1.16.8 Demobilization

The Director of Campus Safety and Security will coordinate demobilization of any FAC or expanded family assistance operations. Planning for demobilization should determine which departments and partner agencies remain engaged in family assistance activities once the FAC is closed and should include continued family briefings if the incident involves an ongoing criminal investigation.

1.16.9 Coordination

This plan will be implemented in coordination with local law enforcement agencies, local emergency management officials, and other responding public safety agencies as appropriate to the circumstances of the incident.

MEMORANDUM

TO: Joe Pickens, President

FROM: Randy Peterson, Vice President/CFO

DATE: October 19, 2026

RE: Information on Dual Enrollment FTE and Revenue

Dual enrollment FTE and revenue do not increase at the same rate because not every dual enrollment course generates revenue for the College. The amount received depends on where the course is taught, the academic term in which it is offered, and the availability of State funding.

Courses taught by college faculty at high school sites increase total FTE but generate no direct revenue for SJR State. For eligible courses taught on a College campus or online during fall and spring, local school districts reimburse the College based upon articulation agreements with those school districts. The school districts do not reimburse for courses offered in the summer term. Instead, summer reimbursement depends on an annual State appropriation, which is not guaranteed and may cover only part of the College's request.

From FY2024-25 to FY2025-26, total dual enrollment FTE increased 12.0%, from 1,423 to 1,594. However, in each of those years, there were 453 to 493 FTE that were non-revenue-generating respectively. So, revenue-generating FTE increased 13.5%, from 970 to 1,101, while related revenue increased only 6.8%, from \$2,131,418 to \$2,274,504. The slower revenue growth was driven largely by the mix of enrollment and the reduction in summer reimbursement. Summer FTE rose from 124 to 136, but the State provided only \$147,854 for Summer 2025—49.7% of the College's \$294,470 request—compared with \$263,368 for Summer 2024. Thus, the College served more dual enrollment students and generated more FTE, but a larger share of that activity was either non-revenue-producing or reimbursed at a reduced level.

Summary

- Dual enrollment FTE and revenue do not increase at the same rate because not every dual enrollment student generates revenue for the College.
- Total dual enrollment FTE increased 12.0%, from 1,423 to 1,594, reflecting an overall increase in dual enrollment activity. Comprised of:
 - o Revenue-generating FTE from 970 to 1,101 respectively and
 - o Non-revenue-generating FTE from 453 to 493 respectively because more courses were taught at high school sites.
- The primary reason revenue did not increase at the same rate was lower summer reimbursement. Summer FTE increased from 124 to 136, but Summer 2025 State funding fell to \$147,854 from \$263,368 for Summer 2024.



MEMORANDUM

TO: Joe Pickens, J.D.
College President

FROM: Edward P. Jordan, Ph.D. 
Vice President for Academic and Student Affairs

DATE: October 16, 2026

RE: Action Agenda Item – October 28, 2026, District Board of Trustees Meeting

The following item is submitted for the Board of Trustees' consideration at the October 28, 2026, meeting:

- Approval of Summer 2027 Study Abroad Proposal – Ireland (LIT 2182, ENC 1102 and WOH 1022) – Presented by AVP Mike Keller

Formal Study Abroad Proposal Form

This form is an official approval to move forward with your program. If enrollment in the program does not suffice, or if there is a last minute travel advisory warning to your destination, or other unforeseen circumstances, your program may not be able to run. Please submit a copy to your Dean or supervisor.

Faculty Leader Name (#1) : Matthew Giddings

Phone: 904-808-7427 **Email:** matthewgiddings@sjrstate.edu

Faculty Leader Name (#2): Paul Andrews

Phone: 904-808-7446 **Email:** paulandrews@sjrstate.edu

Name of the Dean or supervisor of Faculty Leader #1: Myrna Allen

Name of the Dean or supervisor of Faculty Leader #2: Myrna Allen

Request Date: 10/1/2026

Program Type: (tour group, or completely faculty created): Custom Tour Group

City and countries you wish to visit on the program: Republic of Ireland

Term of Travel: Summer A 2027 **Travel Dates:** 12 May 2027 – 23 May 2027

Has the destination been on the Travel Warning List (<http://www.state.gov/travel/>) in the past year? No

What are the specific destination risks? Please be specific: The Republic of Ireland is a very safe country, and we will be in safer areas even then. We plan on visiting primarily smaller towns in the west of Ireland after a 2 day stay in Dublin, and all of the areas we will visit are generally very safe – we will also see some castles, ruins, and take an overland hike. We will travel by bus between locations and use a bus in Dublin and taxi cabs in Galway.

How do you plan to market your program? Please be specific about dates and locations: We plan on utilizing the college's Instagram page, the college's webpage, and the tvs located in the student centers to advertise both the program and the informational meetings we will hold to market the trip. We also will have flyers up all over all three campuses.

Meeting Dates:

30 October 2026 in V-112 at 12pm on the St. Augustine Campus

6 November 2026 at 1pm in A0073 on the Orange Park Campus

13 November in B0025 at 1pm on the Palatka Campus

Course Related Information: [Click or tap here to enter text.](#)

Proposed affiliated course - include details about credit hours, online, traditional or hybrid class:

LIT 2182 Modern Irish Literature, 3 credit hours, Online, asynchronous;

ENC 1102, Composition 2, 3 credit hours, Online Asynchronous;

WOH 1022, World Civilization since 1600, 3 credit hours, online asynchronous

Discuss the alignment to the specific course and academic integrity of the program:

LIT2182 Modern Irish Literature has a natural alignment with travel to Ireland. Students will visit many sites important to an understanding of Irish Literature. Some sites are of historical interest, but literature and history in Ireland are inextricably connected since so many Irish writers refer to their famously troubled history. Such sites as the General Post Office in Dublin, a revered setting of the Irish Rising in 1916 and subject of many poems and first hand narrative accounts, will be visited and potentially written about by students. We will visit Sligo where William Butler Yeats grew up and set many of his important poems, such as "The Lake Isle of Innisfree" and go on a guided tour of Thoor Ballylee, Yeat's Norman tower home. Also, we hope to attend an Irish play. Virtually everywhere we go will have literary and historical significance. Students will write critical essays based on the literature, often concerning sites they have visited.

ENC 1102 Composition II. Students participating in the Ireland Study Abroad course who take ENC 1102 Composition II will write a narrative essay based on their experience in Ireland and research assignments culminating in a documented research paper relevant to their study abroad in the Republic of Ireland. Students will be encouraged to find a topic such as those related to the following subjects: Irish-American relations, immigration in the past and now, Irish unification issues, technology and traditional culture in Ireland, and travel issues affecting Ireland and the U.S.

WOH 1022 World Civilization since 1600 already includes a detailed overview of Early Modern and Modern European history, and this study abroad will add some Irish focused lessons to provide context for the experiences the students will have and the locations we will visit. Specific topics to be addressed in the class (and on the study abroad) include the Irish Potato Famine, Irish emigration to the United States in the 19th century, the English occupation of Ireland during the 17th century, and the 20th century Irish struggle for independence.

Please attach the Intent to Travel Form information if it is unchanged. If there are changes, please describe: [Click or tap here to enter text.](#)

Does the program address St Johns River State College's Student Learning Outcomes?

Please be specific: ENC 1102's SLO concerns an oral presentation based on their research paper, an assignment that is also measured in terms of student achievement of writing and research skills. LIT 2182 does not assess SLO's, but the work the students submit will contain material relevant to the study abroad and be consistent with the SLO's as detailed in the course description. WOH 1022 students will be exposed to a more in depth view of Irish history, and will be able to describe, define, recall, evaluate and synthesize aspects of it in a manner consistent with the SLO's for the course

Please provide a preliminary itinerary and syllabus for the affiliated course. You may attach this information to the form. [Click or tap here to enter text.](#)

What is the approximate price of the program (not including course fees or books per students)? \$3500

Additional Information you may wish to discuss which may be necessary for consideration for approval: [Click or tap here to enter text.](#)

Signatures

Faculty #1 Signature:

Paul Andrews

Faculty #2 Signature:

[Signature]

Dean or supervisor's Name and Signature:

D. My All

Vice President Name and Signature:

Mike Keller

Approval

Date Approved by SJR State Board of Trustees:

Travel Company Assurances

(To be handed in with the Formal Study Abroad Proposal)

Provide these assurances for the chosen travel company:

Full company name: EI Travel Group

Address: Extreme Event Ireland Ltd
Unit 7, Westlink Industrial Estate
Kylemore Road
Dublin D10 W447
Ireland

Email address: esther@eitragelgroup.ie

Website address: www.eitragelgroup.ie

Contact person and title: Esther Verbueken, Sales Executive

TAX ID number: VAT Tax No. IE9581309F

Full references: [Click or tap here to enter text.](#)

Sources you contacted: We have used this group multiple times with no problems, so we reached out to them again.

Intent for International Travel Form

Please submit to your Dean by the first week of September.

This form does not guarantee approval of your program.

Note: there are no opportunities for funds to be released for the purpose of Study Abroad. There are no faculty stipends paid for study abroad programs, their creation, delivery or actual travel time. All funding must come from the student participants. In addition, there are currently no scholarship opportunities for students. Faculty should consider the timing of the course to be affiliated with the program carefully. Students, may, however, still receive financial aid (if eligible) toward the tuition and books for the affiliated course.

Faculty Leader #1 will be assumed to be the primary faculty leader. Please specify though, if there will be a co-leadership. (This means there would be 2 lead faculty members as would be the case if two courses were being taught).

Faculty Leader Name (#1) : Matthew Giddings

Phone: 904-808-7427 **Email:** matthewgiddings@sjrstate.edu

Faculty Leader Name (#2): Paul Andrews

Phone: 904-808-7446 **Email:** paulandrews@sjrstate.edu

Name of the Dean or supervisor of Faculty Leader #1: Myrna Allen

Name of the Dean or supervisor of Faculty Leader #2: Myrna Allen

Request Date: 9/1/2026

Program Type: (tour group, or completely faculty created): Custom Tour Group

City and countries you wish to visit on the program: The Republic of Ireland

Term of Travel: Summer A 2026 **Travel Dates:** 12 May – 23 May 2026

Has the destination been on the Travel Warning List (<http://www.state.gov/travel/>) in the past year? Yes

Course Related Information: [Click or tap here to enter text.](#)

Proposed Affiliated Course - include details about credit hours, online, traditional or hybrid class: LIT 2182 Modern Irish Literature, 3 credit hours, Online, asynchronous; ENC 1102, Composition 2, 3 credit hours, Online Asynchronous; WOH 1022, World Civilization since 1600, 3 credit hours, online asynchronous

How will the proposed destination enrich the existing or proposed course of study?

How do your objectives for the short-term international program align with academic rigor and integrity at SJR State College? [Click or tap here to enter text.](#)

Signatures

Faculty #1 Signature:



Faculty #2 Signature: 

Dean #1 Signature: 

Dean #2 Signature:



President's Board Report OCTOBER 2026

Congratulations to the **Volleyball** team for making it to the **FCSAA Region 8 DII Volleyball Championship!** The team will defend their title in Panama City November 6 and 7. Only the top 6 teams are selected to compete for the region championship. The Vikings are currently 22-7 on the season and 14-5 in conference play. Vikings Outside Hitter Nadia Ewton is currently leading the FCSAA in kills, while Juliet Morillo is leading the conference in blocks per set. The winner will advance to the NJCAA National Tournament in Cedar Rapids, Iowa. (In 2025, for the first time in College history, the Vikings claimed the state championship.)

Workforce Development recently celebrated two graduation ceremonies – **Corrections and Nursing (LPN)** – sending off skilled graduates ready to serve our communities.

FDLE partnership offers industry-standard credentials to SJR State graduates

Through a new partnership with the Florida Department of Law Enforcement (FDLE), SJR State is giving intelligence-focused graduates a distinct competitive advantage. Students enrolled in our Bachelor of Science Degree in Criminal Justice – Applied Intelligence Studies can now complete specialized coursework to earn an official FDLE academic certificate alongside their degree.

Florida School of the Arts

- FloArts held its first production – Boeing Boeing - in the new facility.
- FloArts presents the musical **"The 25th Annual Putnam County Spelling Bee"** (the name of the play is coincidence) Nov. 20-22. - Parental discretion is advised.
- FloArts presents **"The Soul of the City - Selected Photographs by Lenny Foster** from Portraits to Nighttime in Lincolnville." The exhibit opens with a reception on Thursday, Nov. 12 at 5:00 pm.
- FloArts ribbon cutting is (tomorrow) **Thursday, Oct. 29 at 3:00 p.m.**

Are you Smarter than a College Student?

The **Foundation Office** will hold its annual **trivia event** – "Are you Smarter than a College Student?" Thursday, Nov. 12 on the St. Augustine Campus. Join us!

The office of **Safety and Security** just completed its mandatory, online annual training **"Active Assailant Preparedness Training"** with our 700+ employees.

Strategic Communications

Recruiting

- The Clay County tour on Oct. 22 welcomed 300+ students from seven high schools to the Orange Park campus for a morning of exploring higher education.
- The annual **counselor breakfasts/luncheon** recently welcomed 150+ advisors from the tri-county area. Each fall all high school counselors are invited onto campus for breakfast/lunch and an overview of the latest in academics.

Web Development

A fresh new look for the website featuring, updated menus and navigation for desktop and mobile; Faster-loading pages and improved accessibility, A more consistent look across the website. Check it out – SJRstate.edu