




June 17, 2019

## MEMORANDUM

**TO:** District Board of Trustees  
**FROM:** Jim Murdaugh, President   
**SUBJECT:** Laboratory/Course and Distance Learning Fees for 2019-20

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### Item Description

This item references the proposed laboratory/course and distance learning fees for 2019-20.

### Overview and Background

Florida Statutes 1009.22(9) and 1009.23(12) states that each *Florida College System institution board of trustees is authorized to establish user fees such as laboratory fees, duplicating/photocopying fees, testing fees, etc.* State Board Rule 6A-14.054 also states that each board of trustees may establish user fees in addition to tuition fees for services that incur costs. Such user fees shall not exceed the cost of the goods or services provided and shall only be charged to students receiving those goods or services. User fees are different from the state authorized fees that are charged per student per credit hour such as a financial aid fee, capital improvement fee, student activity fee, and technology fee.

At TCC, laboratory/course fees are assessed to students who are enrolled in classes that, because of their nature, require special funding not provided by regular tuition. Examples of those items include but are not limited to the following: specialized instructional software and equipment, instructional videos, industry certification exams, liability insurance.

TCC has a total of 185 laboratory/course fees of which 21% are being decreased or removed, 56% are unchanged, and 23% are being increased. No change is being requested to the College's financial aid fee, capital improvement fee, student activity fee and technology fee.

The collection and expenditure of fees are audited on a regular basis by the auditor general's office. Additionally, TCC annually reviews all fees to ensure that the cost does not exceed the amount necessary to offset the cost of the items, which are consumed in the course of the student's instructional activities.

### Past Actions by the Board

The Board approves these fees annually.

**Funding/Financial Implications**

The fees to be charged to students are visible to students in the course schedule. The College's budget for the 2019-20 year will incorporate collection of fees approved by the Board.

**Staff Resource**

Madeline Pumariega

**Recommended Action**

That the Board approves the laboratory/course fees and distance learning fees as presented and direct staff to conduct an assessment of fees to identify opportunities to reduce student cost.

## Laboratory Fees Removed

Division	Course ID	Course Name	18-19 Amount	Request Amount for 19-20	Comments

## Laboratory Fees Reduced

Division	Course ID	Course Name	18-19 Amount	Request Amount for 19-20	Comments
WD	ACR0044	Air Conditioning, Refrigeration and Heating Mecha	\$230.00	\$194.00	
SM	BSC2010L	Biology for Science Majors Laboratory I	\$25.00	\$23.00	
SM	BSC2011L	Biology for Science Majors Laboratory II	\$32.00	\$31.00	
SM	CHM1045L	General Chemistry Laboratory I	\$35.00	\$20.00	
SM	CHM1046L	General Chemistry Laboratory II	\$64.00	\$49.00	
FPSI	CJK0001	Intro To Law Enforcement	\$6.00	\$5.00	
FPSI	CJK0012	Legal	\$6.00	\$5.00	
FPSI	CJK0013	Interaction In A Diverse Community	\$6.00	\$5.00	
FPSI	CJK0014	Interviewing & Report Writing	\$6.00	\$5.00	
FPSI	CJK0064	Fundamentals Of Patrol	\$6.00	\$5.00	
FPSI	CJK0065	Calls For Service	\$6.00	\$5.00	
FPSI	CJK0077	Criminal Investigations	\$6.00	\$5.00	
FPSI	CJK0078	Crime Scene To Courtroom	\$6.00	\$5.00	
FPSI	CJK0084	Dui Traffic Stops	\$6.00	\$5.00	
FPSI	CJK0087	Traffic Stops	\$6.00	\$5.00	
FPSI	CJK0088	Traffic Crash Investigation	\$6.00	\$5.00	
FPSI	CJK0092	Critical Incidents	\$6.00	\$5.00	
FPSI	CJK0300	Introductions To Corrections	\$6.00	\$5.00	
FPSI	CJK0305	Communications	\$6.00	\$5.00	
FPSI	CJK0310	Officer Safety	\$6.00	\$5.00	
FPSI	CJK0315	Facilities & Equipment	\$6.00	\$5.00	
FPSI	CJK0320	Intake & Release	\$6.00	\$5.00	
FPSI	CJK0325	Supervising In A Facility	\$6.00	\$5.00	
FPSI	CJK0330	Supervising Special Populations	\$6.00	\$5.00	
FPSI	CJK0335	Responding To Incidents & Emergencies	\$6.00	\$5.00	
FPSI	CJK0393	Crossover Program Updates	\$6.00	\$5.00	
FPSI	CJK0422	Dart Firing Stun Gun	\$22.00	\$21.50	
BIT	CIS2381	Ethical Hacking	\$375.50	\$192.44	
FPSI	FFP0020	Firefighter II	\$700.00	\$514.00	

HCP	NUR2243C	Nursing Process 3	\$171.00	\$164.98	
SM	PHY1053L	Elementary College Physics Laboratory I	\$33.00	\$32.00	
WD	PMT0022	Machinist Operator	\$270.00	\$235.00	
WD	PMT0024	Machinist Setup Operator	\$367.00	\$332.00	
HCP	PTN1131C	Applied Pharmacy Practice	\$225.00	\$220.07	
HCP	RET2264L	Advanced Procedures in Respiratory Care I	\$22.00	\$20.93	
HCP	RET2265L	Advanced Procedures in Respiratory Care II Lab	\$24.00	\$22.91	
HCP	RET2714L	Pediatrics and Neonatology Lab	\$48.00	\$42.42	
HCP	RET2877	Clinical Practice IV	\$53.00	\$51.29	

## Laboratory Fees Maintained

Division	Course ID	Course Name	18-19 Amount	Request Amount for 19-20	Comments
BIT	ACG2450	Computer Accounting	\$20.00	\$20.00	
WD	ACR0043	Air Conditioning, Refrigeration and Heating Assista	\$125.00	\$125.00	
SM	BSC1005L	Introduction to Biological Sciences Laboratory	\$24.00	\$24.00	
SM	BSC1084C	Human Biology	\$35.00	\$35.00	
SM	BSC2085L	Anatomy and Physiology I Laboratory	\$14.00	\$14.00	
SM	BSC2086L	Anatomy and Physiology I Laboratory	\$18.00	\$18.00	
BIT	CET1610	Open Systems Arch II	\$165.00	\$165.00	
BIT	CET2620	Open Systems IV	\$165.00	\$165.00	
BIT	CGS1060	Computer and Internet Literacy	\$11.00	\$11.00	
BIT	CGS1520	Intro to Multimedia Programming	\$23.00	\$23.00	
BIT	CGS2100	Microcomputer Applications for Business	\$11.00	\$11.00	
SM	CHM1045	General Chemistry I	\$15.00	\$15.00	
SM	CHM1046	General Chemistry II	\$15.00	\$15.00	
BIT	CIS2352	Ethical Hacking	\$125.00	\$125.00	
FPSI	CJD0199	Emergency Medical Dispatcher	\$44.00	\$44.00	
FPSI	CJD0448	First Academy Responder First Responder	\$172.00	\$172.00	
FPSI	CJD0520	Public Safety Telecommunications	\$102.00	\$102.00	
FPSI	CJK0020	CMS Vehicle Ops	\$140.00	\$140.00	
FPSI	CJK0051	Defensive Tactics	\$18.00	\$18.00	
FPSI	CJT0801	Armed Private Security	\$110.00	\$110.00	
FPSI	CJT0803	Private Security Officer	\$55.00	\$55.00	
WD	CTS0019	Information Security Manager	\$225.00	\$225.00	
BIT	CTS2123	Microcomputer Architecture II	\$305.00	\$305.00	
HCP	DEA1805L	Clinical Practice I Lab	\$35.00	\$35.00	
HCP	DEA1855L	Clinical Practice II Lab	\$38.00	\$38.00	

HCP	DEA2832C	Expanded Functions I	\$33.00	\$33.00	
HCP	DEA2833C	Expanded Functions II	\$136.00	\$136.00	
HCP	DEH2804L	Dental Hygiene III Clinic	\$2.00	\$2.00	
HCP	DES1200L	Dental Radiology Lab	\$12.00	\$12.00	
HCP	DES2100L	Dental Materials Lab	\$160.00	\$160.00	
BIT	EGN1111C	Introduction to Engineering Graphics	\$40.00	\$40.00	
BIT	EGN2112C	Computer Application in Drafting and Design	\$40.00	\$40.00	
HCP	EMS1059C	First Responder	\$73.00	\$73.00	
HCP	EMS1119	EMT Lecture	\$30.00	\$30.00	
HCP	EMS1119L	EMT Lab	\$51.00	\$51.00	
HCP	EMS1431L	EMT Clinical	\$17.50	\$17.50	
HCP	EMS2603L	Paramedic 1 Lab	\$127.00	\$127.00	
HCP	EMS2604L	Paramedic 2 Lab	\$96.00	\$96.00	
HCP	EMS2605L	Paramedic 3 Lab	\$102.00	\$102.00	
HCP	EMS2666L	Paramedic 1 Clinical	\$17.50	\$17.50	
SM	ESC1000L	Earth And Its Environment Laboratory	\$14.00	\$14.00	
BIT	ETD1320	Introduction to AutoCAD	\$40.00	\$40.00	
BIT	ETD2340	Advanced AutoCAD	\$40.00	\$40.00	
BIT	ETD2390	3D AutoCAD/REVIT	\$40.00	\$40.00	
WD	ETI0456	Machinery Maintenance Mechanic	\$216.00	\$216.00	
BIT	ETM2315C	Hydraulics & Pneumatics	\$15.00	\$15.00	
BIT	ETS1511C	Motors and Controls	\$15.00	\$15.00	
FPSI	FFP0010	Firefighter I	\$546.00	\$546.00	
CH	FRE1120	Elementary French	\$6.00	\$6.00	
CH	FRE1121	Elementary French II	\$6.00	\$6.00	
CH	GER1120	Elementary German I	\$6.00	\$6.00	
CH	GER1121	Elementary German II	\$6.00	\$6.00	
BIT	GRA2103C	Comp. Based Design 1	\$20.00	\$20.00	
BIT	GRA2105C	Comp. Based Design 2	\$20.00	\$20.00	
BIT	GRA2121	Publication Design	\$20.00	\$20.00	
HCP	HSC1000L	Orientation to Perioperative Services Lab	\$144.74	\$144.74	
CH	ITA1120	Beginning Italian I	\$6.00	\$6.00	
CH	ITA1121	Beginning Italian II	\$6.00	\$6.00	
SM	MAC1105	College Algebra	\$15.00	\$15.00	
SM	MAT1033	Intermediate Algebra	\$15.00	\$15.00	
HCP	NUR1241C	Nursing Process 2	\$145.00	\$145.00	
WD	OTA0040	Information Technology Assistant	\$293.75	\$293.75	
WD	OTA0041	Front Desk Specialist	\$56.00	\$56.00	
WD	OTA0631	Medical Office Technologist	\$91.00	\$91.00	

WD	OTA0651	Medical Administrative Specialist	\$252.00	\$252.00	
BIT	PEL1121	Beginning Golf	\$58.00	\$58.00	
BIT	PEL1122	Intermediate Golf	\$58.00	\$58.00	
BIT	PEM1101	Theory and Practice of Adult Fitness	\$9.00	\$9.00	
BIT	PEM1171	Aerobics	\$9.00	\$9.00	
BIT	PEM1431	Intro to Judo	\$32.00	\$32.00	
BIT	PEM1432	Intermediate Judo	\$32.00	\$32.00	
BIT	PET2622C	Care and Prevention of Athletic Injuries	\$25.00	\$25.00	
BIT	PGY1800C	Digital Photography	\$44.00	\$44.00	
SM	PHY1054L	Elementary College Physics Laboratory II	\$33.00	\$33.00	
SM	PHY2028L	General Physics Laboratory I	\$28.00	\$28.00	
SM	PHY2049L	General Physics Laboratory II	\$31.00	\$31.00	
WD	PMT0027	CNC Production Technician 2	\$235.00	\$235.00	
CH	PSY1800C	Digital Photography	\$44.00	\$44.00	
HCP	PTN1941C	Pharmacy Practicum II	\$17.50	\$17.50	
HCP	PTN1942C	Pharmacy Practicum III	\$175.00	\$175.00	
HCP	RET1026L	Fundamentals Of Respiratory Care Lab	\$58.00	\$58.00	
HCP	RET1874	Clinical Practice I	\$50.00	\$50.00	
HCP	RET1875	Clinical Practice II	\$24.00	\$24.00	
HCP	RET2876	Clinical Practice III	\$23.00	\$23.00	
HCP	RET2936	Topics in Respiratory Care	\$50.00	\$50.00	
HCP	RTE1804	Radiography Clinical I	\$17.50	\$17.50	
HCP	RTE1814	Radiography Clinical II	\$17.50	\$17.50	
HCP	RTE1824	Radiography Clinical III	\$17.50	\$17.50	
HCP	RTE2834	Radiography Clinical IV	\$17.50	\$17.50	
HCP	RTE2844	Radiography Clinical V	\$17.50	\$17.50	
HCP	RTE2854	Clinical Radiography VI	\$17.50	\$17.50	
HCP	RTE2930	Radiographic Image Critique I	\$74.00	\$74.00	
CH	SPN1120	Elementary Spanish I	\$6.00	\$6.00	
CH	SPN1121	Elementary Spanish II	\$6.00	\$6.00	
CH	SPN2220	Intermediate Spanish	\$6.00	\$6.00	
SM	STA2122	Applied Statistics	\$25.00	\$25.00	
HCP	STS1302L	Introduction to Surgical Technology Lab and Clinic	\$121.78	\$121.78	
HCP	STS1310L	Surgical Technology Techniques and Procedures I	\$121.78	\$121.78	
HCP	STS2323	Surgical Procedures I	\$287.00	\$287.00	
HCP	STS2323L	Surgical Procedures I Lab	\$139.73	\$139.73	
HCP	STS2324L	Surgical Procedures II Lab	\$122.23	\$122.23	
BIT	SUR2390	GIS Application	\$24.00	\$24.00	
WD	TRA0080	Tractor-Trailer Truck Driver	\$1,551.00	\$1,551.00	

		TABE Test	\$25.00	\$25.00	
		Distance Learning Fee	\$30.00	\$30.00	

## Laboratory Fees Increased

Division	Course ID	Course Name	18-19 Amount	Request Amount for 19-20	Comments
FPSI	CJK0031	CMS First Aid For CJ Officers	\$95.00	\$96.50	increase in supply costs;
FPSI	CJK0040	CMS CJ Firearms	\$113.00	\$340.50	increase in supply costs; bullets, targets, magazines/speedloaders
FPSI	CJK0096	CJ Officer Physical Fitness	\$220.00	\$221.00	increase in workout gear
FPSI	CJK0260	Introduction To Correctional Probation	\$6.00	\$7.35	increase in supply costs; notebooks, paper, pencils, testing supplies
FPSI	CJK0264	Legal Foundations For Correctional Probation	\$6.00	\$7.35	increase in supply costs; notebooks, paper, pencils, testing supplies
FPSI	CJK0265	Communications	\$6.00	\$7.35	increase in supply costs; notebooks, paper, pencils, testing supplies
FPSI	CJK0266	Intake And Orientation	\$6.00	\$7.35	increase in supply costs; notebooks, paper, pencils, testing supplies
FPSI	CJK0267	Caseload Management	\$6.00	\$7.35	increase in supply costs; notebooks, paper, pencils, testing supplies
FPSI	CJK0268	Supervision Of Offenders	\$6.00	\$7.35	increase in supply costs; notebooks, paper, pencils, testing supplies
FPSI	CJK0269	Field Supervision	\$6.00	\$7.35	increase in supply costs; bullets, targets, eye/ear protection
FPSI	CJK0281	Physical Fitness	\$130.00	\$132.30	increase in workout gear
FPSI	CJK0340	CJ Officer Physical Fitness Training	\$110.00	\$112.00	increase in workout gear
HCP	DEA1030L	Preclinic Lab	\$23.00	\$40.50	added liability insurance fee
HCP	DEH1002L	Dental Hygiene Preclinic Lab	\$36.00	\$53.50	added liability insurance fee
HCP	DEH1802L	Dental Hygiene II Clinic	\$27.00	\$44.50	added liability insurance fee
HCP	EMS2603	Paramedic 1 Lecture	\$185.00	\$194.25	software provider increased the price for patient care reports and tracking of program completion requirements (FISDAP)
HCP	EMS2605	Paramedic 3 Lecture	\$157.00	\$191.50	certification for ACLS, PALS, and ITLS which are life support certifications has increased
HCP	NUR2818C	Nursing Process 4	\$204.00	\$225.30	increase in HESI exam fee
HCP	NUR1021C	Nursing Process I	\$243.00	\$269.03	increase in HESI exam fee

HCP	NUR2350C	Pediatric Nursing	\$0.00	\$81.58	HESI exam fee, liability insurance fee, supplies
HCP	PTN1001C	Introduction to Pharmacy	\$137.00	\$159.33	increase in cost of supplies
HCP	RET2878	Clinical Practice V	\$140.00	\$197.56	added the pediatric advanced life support certification due to employment requirement
SM	CHM1030L	Chemistry for Allied Health Sciences Laboratory	\$21.00	\$34.00	increase in cost of chemistry supplies
SM	CHM2210L	Organic Chemistry I Laboratory	\$78.00	\$101.00	increase in cost of chemistry supplies
SM	CHM2211L	Organic Chemistry II Laboratory	\$86.00	\$102.00	increase in cost of chemistry supplies
SM	MAC1114	Precalculus Trigonometry	\$0.00	\$15.00	cost of OER software platform to eliminate cost of \$175 book
SM	MAC1140	Precalculus Algebra	\$0.00	\$15.00	cost of OER software platform to eliminate cost of \$175 book
SM	MCB2004L	Microbiology Laboratory	\$43.00	\$51.00	increase in cost of lab supplies
SM	MGF1106	Liberal Arts Math I	\$0.00	\$15.00	cost of OER software platform to eliminate cost of \$175 book
WD	ACR0041	Air Conditioning, Refrigeration and Heating Helper	\$328.00	\$400.00	student liability insurance fee increased; OSHA exam fee increased
WD	ACR0047	Air Conditioning, Refrigeration and Heating Mecha	\$143.00	\$205.00	ESCO exam fee moved to this course from the ACR0044 course
WD	ACR0049	Air Conditioning, Refrigeration and Heating Mecha	\$185.00	\$205.00	ESCO exam fee moved to this course from the ACR0044 course
WD	CTS0018	Cybersecurity Associate	\$175.00	\$275.00	security exam increased
WD	ETI0450	Industrial Machinery Maintenance Assistant	\$533.00	\$543.00	student liability insurance fee increased
WD	PMT0020	Machinist Helper	\$273.00	\$403.00	student liability insurance fee increased; OSHA exam fee increased; NIMS fee increased
WD	PMT0025	Machinist	\$285.00	\$335.00	student liability insurance fee increased; NIMS fee increased
WD	PMT0026	CNC Production Technician 1	\$306.00	\$417.00	student liability insurance fee increased; OSHA exam fee increased
WD	PMT0070	Welder, Assistant 1	\$150.00	\$293.00	student liability insurance fee increased; OSHA exam fee increased
WD	PMT0071	Welder, Assistant 2	\$225.00	\$395.00	increase in consumable supplies
WD	PMT0072	Welder, SMAW 1	\$225.00	\$371.00	increase in consumable supplies
WD	PMT0073	Welder, SMAW 2	\$225.00	\$410.00	Includes NCCER industry credential; increase in consumable supplies



WD	PMT0074	Welder	\$225.00	\$421.00	student liability insurance fee increased; AWS industry credential fee, NCCER annual student registration
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