



## EXECUTIVE SUMMARY

**Recommendation that the Broward College District Board of Trustees authorize the 2024 Florida College System Affordability Report. Fiscal Impact None.**

**Presenter(s):** John Thornton, Dean, Business Affairs Central

**Purpose:** Affordability remains a top priority for all Florida College System (FCS) Institutions to include Broward College. The Division of Florida College requests data and information to College affordability initiatives and instructional material affordability pursuant to sections (ss.) 1004.084 and 1004.085.

**Return on Taxpayer or Student Investment:** This report summarizes Broward College's ongoing effort to identify and implement strategies that promote college affordability for Florida taxpayers.

**How does this Impact Student Success:** Ensuring students have access to high-quality education includes reducing financial obstacles for students and ensuring affordability of college services.

**What Specific Goal of the Strategic Plan is Advanced Through This Action:** Guarantee access to higher education.

**Small Business Firm (Yes, No, N/A):** N/A

**Broward Firm: (Yes, No, N/A):** N/A

### **FISCAL IMPACT:**

Description: No fiscal impact.

### Instructions

Affordability remains a top priority for the Florida College System (FCS). The Division of Florida Colleges (DFC) requests data and information related to college affordability initiatives and textbook and instructional material affordability pursuant to sections (ss.) 1004.084 and 1004.085, Florida Statutes (F.S.).

### Submission

By September 30, 2024, each college must submit institutional responses for the 2024 FCS Affordability Report via <https://www.research.net/r/FCS2024V2Affordability>.

**NOTE:** This Word template is provided for planning purposes only. All responses must be uploaded in the survey instrument.

### Department of Education Contact

If you have any questions about completing the report, please contact Christian Cosner, Director of Research and Analytics, at [FCSResearch@fldoe.org](mailto:FCSResearch@fldoe.org).

(For Planning Purposes Only)

<b>College Affordability</b>
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***Institution Contact Information***

1. College Name

Broward College

2. Contact Information

Name	Dr. Jamonica Rolle
Title	College Provost and Senior Vice President for Academic Affairs
Email Address	JRolle@broward.edu

***Tuition and Fees***

3. Did your institution reduce or hold tuition flat over the prior year?

 Yes No

If you answered “no,” provide a short description (100 words or less) of how the decision to increase tuition was made. Specify the amounts and identify the estimated number of students impacted.

N/A

4. Did your institution reduce or hold administrative fees flat over the prior year? Administrative fees include financial aid, capital improvement, student activity and service, and technology.

 Yes No

If you answered “no,” provide a short description (100 words or less) of how the decision to increase administrative fees was made. Specify the amounts and identify the estimated number of students impacted.

N/A

5. Did your institution eliminate administrative fees over the prior year?

 Yes No

If you answered “yes,” provide a short description (100 words or less) of how the decision to eliminate fees was made. Specify the amounts and identify the estimated number of students impacted.

N/A

6. Did your institution reduce or hold user fees flat over the prior year? (e.g., laboratory, distance learning, parking, etc.)

- Yes  
 No

If you answered “no,” provide a short description (100 words or less) of how the decision to increase user fees was made. Specify the amounts and identify the estimated number of students impacted.

Broward College continually reviews fees to ensure the fees sufficiently offset the additional expenses associated with certain courses. As a result, for FY2024 Broward College increased 93 laboratory fees, impacting 3,397 students for a total of \$150,298. Also, for 2024 Broward College reduced 91 laboratory fees, impacting an estimated 11,874 students for a total savings of \$170,689. Finally, for FY2024, Broward College eliminated all laboratory fees from 34 courses saving students an estimated \$9,963. There were no increases to parking fees, and no increases to distance learning fees. The net impact to students for 2024 was a reduction of \$30,354.

7. Did your institution eliminate user fees over the prior year?

- Yes  
 No

If you answered “yes,” provide a short description (100 words or less) of how the decision to eliminate fees was made. Specify the amounts and identify the estimated number of students impacted.

Broward College continually reviews all laboratory fees to identify opportunities to eliminate fees. For FY2024, Broward College eliminated 34 laboratory fees, which impacted 189 students with an estimated FY2024 savings of \$9,963.

### Textbook Affordability

#### ***Policies and Strategies***

8. Please provide a brief update on your institution’s established policies that instructors or departments follow regarding providing adequate notice to bookstores on the adoption of required and recommended textbooks and instructional materials.

Broward College continues to update and establish policies and procedures for Textbook Adoption. The College’s Textbook affordability committee in FY2022-23 reviewed the textbook adoption methods across all pathways and established a new form titled, “Textbook Adoption Inventory List”. This adoption inventory list has been created for each academic pathway, and covers every course and section offered within each pathway and academic department. The form contains the following information: Course ID, Course Name, Textbook ISBN, Textbook Cost, Textbook format, Textbook Adoption Cycle, OER availability, Course Modality, and a cost benefit analysis.

In addition, this past Academic Year, the College Board of Trustees adopted our Textbook Adoption and Course Material Affordability and Transparency policy. This policy was developed over the course of the academic year by the College’s Textbook Affordability committee and, with the support of our Academic Policy Committee and

Faculty Senate, presented to the Board of Trustees in June 2024 and adopted. The policy ensures that every effort is made to select textbooks and instructional materials through cost-benefit analysis that enables students to obtain the highest quality product at the lowest available price including having textbooks and instructional materials made available to students who may not be able to afford the cost including Library course reserves, leasing arrangements, used materials and availability of zero textbook cost sections. A similar process will be pursued this Academic Year to develop an accompanying procedure related to this policy to provide additional implementation clarity to our Academic Pathways.

9. Describe your institution's selection process for textbook and instructional materials for high-enrollment courses, defined as the top 10 courses with the highest course enrollments.

Using the Textbook form "Textbook Adoption Inventory List" described in question # 8 above, each Academic Pathway utilizes this adoption Inventory list as a yearly starting point for textbook review. This review includes but is not limited to, textbook cycle, bulk purchasing power, OER options, cost benefits to students. Broward College uses this inventory not only to address the "top 10 courses" but has implanted and instilled this approach in all courses. As a result of looking for savings and lowering costs, the Math department college wide has moved 100% of its courses to "First Day" textbook and course materials option through the college bookstore. This is not only lowering cost to students by 40% but will also aid in the adoption, selection and posting of course materials. This past fall highly enrolled classes in Anatomy and Physiology I and II also moved to "First Day" option for all sections in fall of 2023.

10. Identify specific institutional policies or initiatives designed to reduce the cost of textbooks and instructional materials. Select all that apply.

- Adoption of Open Educational Resources (OER)
- Usage of digital textbooks and learning objects
- Textbook affordability committees
- Mechanisms to assist in buying, renting, selling, and sharing textbooks and instructional materials
- Program(s) with no textbook costs
- Faculty grants for development of textbooks
- Bulk textbook purchasing
- Offering students opt-in provisions for the purchase of materials
- Offering students opt-out provisions for the purchase of materials
- Consideration of the length of time that textbooks and instructional materials remain in use
- Course-wide adoption, specifically for high-enrollment general education courses
- Other (please specify): [Broward College funded stipends for developing OER courses.](#)

**Forty-Five (45) Day Posting Requirement**

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

Under the leadership of the Vice Provosts for academic operations and academic affairs, the textbook posting process continues to be studied and refined. Broward college has maintained a 95% posting rates for all courses

over the past 5 years other than an anomaly in the Fall of 2022 when we recorded 90.15%. This was attributed to numerous new faculty hires that left Broward College with an unusually high number of sections without instructors until late in the summer of 2022. By Spring of 2023, with the new faculty hires all in place, Broward College once again achieved the 95% target. Broward College has put into place new mechanisms to review all sections with no textbook required, OER sections, and Zero cost courses and sections. These mechanisms are to make sure all sections are captured correctly for all posting calculations. Broward College has seen the results and immediate impact from these efforts beginning with the Fall of 2023, where BC reached 97% at the 45-day mark. The Spring of 2024 we accomplished 99% at the 45-day mark.

12. Report the number and the total percentage of courses and course sections, including OER and no-cost\* sections, that were not able to meet the textbook and instructional materials posting deadline for the terms below. Please specify how many sections there were with and without reasonable exceptions.

\*A “No-Cost Section” could be a section that does not require textbooks or instructional materials or a section that utilizes no-cost OER.

- **Fall 2023 – Total Number of Course Sections**

- **Fall 2023 – Number/Percentage of Course Sections Able to Meet 45-Day Deadline**

- **Fall 2023 – Number/Percentage of Course Sections Not Able to Meet 45-Day Deadline With an Allowable Exception**

- **Fall 2023 – Number/Percentage of Course Sections Not Able to Meet 45-Day Deadline Without an Allowable Exception**

- **Spring 2024 – Total Number of Course Sections**

- **Spring 2024 – Number/Percentage of Course Sections Able to Meet 45-Day Deadline**

- **Spring 2024 – Number/Percentage of Course Sections Not Able to Meet 45-Day Deadline With an Allowable Exception**

- **Spring 2024** – Number/Percentage of Course Sections Not Able to Meet 45-Day Deadline Without an Allowable Exception

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**Searchable Textbooks and Instructional Materials List**

13. Indicate whether your institution made the list of textbooks and instructional materials searchable by the required components below for this reporting cycle by checking the corresponding box for which the answer is Yes. Not checking a box will indicate the answer is No. Select all that apply.

**Required Components**

- Course subject
- Course number
- Course title
- Name of the instructor of the course
- Title of each assigned textbook or instructional material
- Each author of an assigned textbook or instructional material

If any component of your institution’s list was not searchable or missing a required component, please provide a brief explanation and identify activities to come into compliance.

N/A

**Downloadable Textbooks and Instructional Materials List**

14. Describe how your institution made the list of textbooks and instructional materials easily downloadable by current and prospective students.

For each current term, students have two ways to search and download their instructional materials.

- 1) From the URL in question # 20 students can follow the link to the Barnes & Noble Bookstore once there they can search for any and all course materials.
- 2) From Broward College’s website homepage, students follow the links starting with Academics, Resources, Course Finder, use magnifier, Book Info and search all courses and associated cost.

**Icon for No-Cost OER and No-Textbook Course Sections**

15. Indicate how your institution implemented the use of an icon to indicate the status of course sections where no textbook is required or no-cost OER are used. Not checking a box will indicate the answer is N/A. Select all that apply.

- Through Zero Textbook Cost Indicator developed by the Florida Postsecondary Academic Library Network.
- Through the bookstore website (vendor or college-managed).
- Through the course registration system.
- Other (please specify): [Click or tap here to enter text.](#)

If your institution did not implement an icon, please provide a brief explanation and identify activities to come into compliance.

N/A

### **General Education Core Course Syllabi Components and Forty-Five (45) Day Posting Requirement**

16. Indicate whether all general education core course syllabi included the required components below for this reporting cycle by checking the corresponding box for which the answer is Yes. Not checking a box will indicate the answer is No. Select all that apply.

#### **Required Components**

- Curriculum
- Goals
- Objectives
- Student expectations of the course
- How student performance will be measured

If your institution's general education core course syllabi were missing a required component, please provide a brief explanation and identify activities to come into compliance.

N/A

17. Indicate whether your institution met the course syllabi posting requirements below for at least 95% of the general education core course sections 45 days before the first day of class for this reporting cycle, with or without reasonable exceptions, by checking the corresponding box for which the answer is Yes. Not checking a box will indicate the answer is N/A. Select only one.

Reasonable exceptions include:

- A faculty member has not yet been assigned to teach the course section before the forty-five (45) day notification deadline.
- The course section is added after the forty-five (45) day notification deadline.

#### **Posting Requirements**

- The syllabi for at least 95% of the general education core course sections were posted 45 days before the first day of classes this reporting cycle.
- The syllabi for at least 95% of the general education core course sections were not posted 45 days before the first day of classes this reporting cycle; however, with reasonable exceptions, the college is in compliance.
- The syllabi for at least 95% of the general education core course sections were not posted 45 days before the first day of classes this reporting cycle.

If your institution did not meet the syllabi posting requirement for which a reasonable exception applies, please provide a brief explanation, and identify activities to come into compliance.



Click or tap here to enter text.

***Textbook and Instructional Materials List Five-Year (5) Posting Requirement***

18. Indicate whether your institution updated and posted the list of required and recommended textbooks for the preceding five (5) academic years below by September 1, 2024, by checking the corresponding box for which the answer is Yes. Not checking a box will indicate the answer is No. Select all that apply.

**Preceding 5 Academic Years**

- 2018-19
- 2019-20
- 2020-21
- 2021-22
- 2022-23

If your institution did not publish the textbooks and instructional materials list for all of the preceding five (5) academic years, please provide a brief explanation and identify activities to come into compliance.

N/A

19. Indicate whether the list of required and recommended textbooks for the preceding five (5) academic years included all of the required components below by checking the corresponding box for which the answer is Yes. Not checking a box will indicate the answer is No. Select all that apply.

**Required Components**

- Course subject
- Course number
- Course title
- Name of the instructor of the course
- Title of each assigned textbook or instructional material
- Each author of an assigned textbook or instructional material

If your institution did not include all of the required components, please provide a brief explanation and identify activities to come into compliance.

N/A

20. Please provide the URL where the five-year textbooks and instructional materials list(s) is posted.

<https://www.broward.edu/academics/textbook-archives-directory/>

***Financial Aid Policies That Promote Affordability***

21. Identify specific institutional financial aid policies or programs that promote affordability. Not checking a box will indicate the answer is N/A. Select all that apply.

- Targeted aid to students close to completing (including Last Mile)
- Targeted aid to students who were in need, but not eligible for Pell Grants
- Emergency student aid fund for students in emergency financial situations with unplanned costs
- Single online scholarship application management system for all institutional scholarships
- Partnerships with community-based organizations
- Other (please specify): [Textbook Adoption and Course Material Affordability and Transparency Policy 6Hx2-4.33 adopted June 25, 2024](#)

### **Other Affordability Strategies**

#### 22. Provide any additional information about any innovative or new affordability strategies. **(Optional)**

As a cost savings strategy, Broward College (BC) continues to work with the College bookstore to refine, implement and increase the usage of the “First Day” electronic textbook system and option. Students have the “opt out” option available to them for all the First Day course sections. For the 2023- 2024 academic year based on past success and savings; Broward College moved 100% of its math courses to the first day option. This will provide a 40% savings on average to all students for all math courses. Fall of 2023 Broward College had over 900 course sections using the first day option as compared to 634 course sections in Fall of 2022.

The College has also put into place our Pledge 2 Success (P2S) promise program. Based on the following criteria the College provides students last dollar funding for tuition and fees for direct entry Broward County high school graduates and GED earners or homeschooled graduates who reside in Broward County:

- Graduate from any Broward County Public, Private, or Charter High School, be an eligible Broward County homeschool graduate, or Broward County resident who earned a GED.
- Complete a Free Application for Federal Student Aid (FASFA) with an annual adjusted gross income at or below \$100,000.
- Submit a Florida Residency Declaration form and qualify for Florida in-state tuition and fees.
- Submit a final, official high school transcript with the graduation date posted to the Office of the College Registrar.
- Attend New Student Orientation to register for classes at Broward College.
- Maintain full-time status at Broward College (earn 30 credits per academic year). Minimum of 12 credit – fall term; Minimum of 12 credits – spring term; Minimum of 6 credits – summer term.

The P2S program promotes retention and on-time graduation by offering incentives each term (fall and spring) that participants complete a minimum of 12 credits and/or achieve a 3.0 GPA for which they can earn up to \$2,000 per year. Additional information on this program, including FAQ’s, is available at [www.broward.edu/pledge](http://www.broward.edu/pledge).