


**MEMORANDUM**

**TO:** Florida College System Presidents

**FROM:** Madeline Pumariega, Chancel 

**DATE:** September 30, 2016

**SUBJECT:** Annual Baccalaureate Accountability Reports

**DFC Memo: 2016-07**

Contact: Amy Albee-Levine  
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850-245-9492

Pursuant to [section 1007.33, Florida Statutes](#), Florida College System (FCS) institutions authorized to offer baccalaureate degrees must annually submit the accountability report for each approved baccalaureate program. **Reports are due November 30, 2016.**

Reports should be submitted via email by the college president to [ChancellorFCS@fldoe.org](mailto:ChancellorFCS@fldoe.org). FCS institutions with multiple approved baccalaureate programs should submit one email that includes an individual report for each approved program. Because we have collected data from prior years through the submission of earlier reports, colleges have the option of using the attached *BAAC-03 Supplemental Form* or the form that is incorporated in [rule 6A-14.095, Florida Administrative Code \(F. A. C.\)](#), (also attached). The supplemental form includes the same elements required by rule 6A-14.095, F.A.C.; however, the supplemental form requires colleges to complete the appendix data tables on program enrollment, degrees and workforce outcomes, and expenditures and revenues for only the 2015-16 reporting year and the 2016-17 projected year. Since the Smart-College-Choices tool is being redesigned, the Division has attached the data necessary to complete portions of Appendix Table C.1.

If you would like to correct any data from prior years, please do so using the form incorporated in rule and clearly note in the report that the data that has been amended. Incomplete forms will not be accepted and will be returned to the college for completion.

Also attached is a technical assistance document intended to aid FCS institutions in completing the supplemental form as well as the guidelines for completing the form incorporated in rule. Questions should be directed to Dr. Amy Albee-Levine, Director of Academic and Workforce Programs at [amy.albee-levine@fldoe.org](mailto:amy.albee-levine@fldoe.org) or 850-245-9492.

MP/aal

Attachments

cc: FCS Chief Academic Officers  
FCS Baccalaureate Liaisons