

**BACCALAUREATE ACCOUNTABILITY REPORT**  
**Form No. BAAC-03**

Section 1007.33(5)(h), Florida Statutes, requires a Florida College System institution to annually report its status on specified performance and compliance indicators. The completed Baccalaureate Accountability Report form shall be submitted by the college president to the Chancellor of the Florida College System at [ChancellorFCS@fldoe.org](mailto:ChancellorFCS@fldoe.org).

The accountability report requires completion of the following components:

- Program summary
- Program description
- Start up costs, enrollment projections and funding requirements
- Maintaining the college's primary mission
- Appendix tables

Florida College System Institution Name: \_\_\_\_\_

Florida College System Institution President: \_\_\_\_\_

**PROGRAM SUMMARY**

1.1	Program Name:	_____	
1.2	Degree type:	<input type="checkbox"/> Bachelor of Science	<input type="checkbox"/> Bachelor of Applied Science
1.3	How will the program be delivered (check all that apply):	<input type="checkbox"/> Face-to-face	<input type="checkbox"/> Hybrid <input type="checkbox"/> Online only
1.4	List the counties in the college's service district:	_____	
1.5	Degree CIP code (6 digit):	_____	
1.6	Anticipated program implementation date:	_____	
1.7	What is the primary associate degree pathway for admission to the program?	_____	
1.8	Is the degree a STEM focus area?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
1.9	List program concentration(s) (if applicable):	_____	
1.10	Will the program be designated such that an eligible student will be able to complete the program for a total cost of no more than \$10,000 in tuition and fees?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

## PROGRAM DESCRIPTION

- 2.1 Describe indicators of success, such as surveys of graduates and employers.  
(Insert Text Here)
- 

## START UP COSTS, ENROLLMENT PROJECTIONS AND FUNDING REQUIREMENTS

- 3.1 Provide a narrative comparing projected and actual degree program enrollments, outcomes, revenues and expenditures as they appear in Appendix Tables C.1 and C.2.  
(Insert Text Here)
- 

## MAINTAINING THE COLLEGE'S PRIMARY MISSION

- 4.1 Has the college maintained as its primary mission the responsibility for responding to community needs for postsecondary academic education and career degree education?  Yes  No
- 4.2 Has the college maintained as its primary mission the provision of associate degrees that provide access to a university?  Yes  No
- 4.3 Has the college maintained an open-door admission policy for associate-level degree programs and workforce education programs?  Yes  No
- 4.4 Has the college continued to provide outreach to underserved populations?  Yes  No
- 4.5 Has the college continued to provide developmental education (also referred to as remedial education)?  Yes  No
- 4.6 Has the college continued to comply with all provisions of the statewide articulation agreement relating to 2- and 4-year public degree-granting institutions?  Yes  No
- 4.7 If the response was "No" to any of the above questions, provide an explanation below:  
(Insert text here)
- 4.8 Has this degree program resulted in the termination of a related associate degree program?  Yes  No
- 4.9 If yes to 4.8, provide an explanation below:  
(Insert text here)
- 4.10 Has the college maintained Level II Southern Association of Colleges and Schools Commission on Colleges accreditation?  Yes  No
-

**Appendix Table C.1.**

**INSTRUCTIONS FOR COMPLETING THE PROJECTED AND ACTUAL BACCALAUREATE PROGRAM ENROLLMENT SECTIONS OF APPENDIX TABLE C.1:** To complete the following table, use available annualized data for each column. For example, use data from the most recently completed academic year for headcounts, enrollments and degrees. For number employed, average starting salary and continued education, use the most current Florida Education and Training Placement Information Program (FETPIP), (s. 1008.39, F.S.).

<b>C.1 PROJECTED AND ACTUAL BACCALAUREATE PROGRAM ENROLLMENT</b>		Prior Year 2 (2016-17)	Prior Year 1 (2017-18)	Reporting Year (2018-19)	Projected Year (2019-20)
<b>C.1.1</b>	<b>Headcounts for:</b>				
C.1.1.1	Admitted Student Enrollment	Projected			
	(First-time)	Actual			
C.1.1.2	Total Admitted Student Enrollment	Projected			
		Actual			
<b>C.1.2</b>	<b>FTE Enrollment:</b>				
C.1.2.1	Program Student Credit Hours (Resident)	Projected			
		Actual			
C.1.2.2	Program Student Credit Hours (Non-resident)	Projected			
		Actual			
C.1.2.3	Total Program Student Credit Hours	Projected			
		Actual			
C.1.2.4	Program FTE (30 credits) - (Resident)	Projected			
		Actual			
C.1.2.5	Program FTE (30 credits) - (Non-resident)	Projected			
		Actual			
C.1.2.6	Total Program FTE	Projected			
		Actual			

PROJECTED AND ACTUAL DEGREES AND WORKFORCE OUTCOMES							
C.1.2.7	Degrees	Projected	_____	_____	_____	_____	_____
		Actual	_____	_____	_____	_____	_____
C.1.2.8	Number Employed	Projected	_____	_____	_____	_____	_____
		Actual	_____	_____	_____	_____	_____
C.1.2.9	Average Starting Salary	Projected	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
		Actual	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
C.1.2.10	Number Continuing Education	Projected	_____	_____	_____	_____	_____
		Actual	_____	_____	_____	_____	_____

**INSTRUCTIONS FOR COMPLETING THE EXPENDITURES AND REVENUES SECTIONS OF APPENDIX TABLE C.2:** To complete the following table, use available annualized data for expenditures and revenues as tracked and reported by the college for each column. Projected data for the reporting year shall reflect the data submitted in the previous year’s baccalaureate accountability report and shall be determined in the same manner used to develop the projections in the baccalaureate degree proposal. Actual data shall reflect actual expenditures and revenues as maintained by the college after program implementation for each column.

C.2. EXPENDITURES AND REVENUES						
		Prior Year 3 (2015-16)	Prior Year 2 (2016-17)	Prior Year 1 (2017-18)	Reporting Year* (2018-19)	Projected Year (2019-20)
PROGRAM EXPENDITURES						
INSTRUCTIONAL						
C.2.1	Faculty Full-time FTE	Projected	_____	_____	_____	_____
		Actual	_____	_____	_____	_____
C.2.2	Faculty Part-Time FTE	Projected	_____	_____	_____	_____
		Actual	_____	_____	_____	_____
C.2.3	Faculty Full-Time Salaries/Benefits	Projected	_____	_____	_____	_____
		Actual	_____	_____	_____	_____
C.2.4	Faculty Part-Time Salaries/Benefits	Projected	_____	_____	_____	_____
		Actual	_____	_____	_____	_____
C.2.5	Faculty Support: Lab Assistants, etc.	Projected	_____	_____	_____	_____
		Actual	_____	_____	_____	_____

OPERATING EXPENSES					
C.2.6 Academic Administration	Projected				
	Actual				
C.2.7 Materials/Supplies	Projected				
	Actual				
C.2.8 Travel	Projected				
	Actual				
C.2.9 Communication/Technology	Projected				
	Actual				
C.2.10 Library Support	Projected				
	Actual				
C.2.11 Student Services Support	Projected				
	Actual				
C.2.12 Professional Services	Projected				
	Actual				
C.2.13 Accreditation	Projected				
	Actual				
C.2.14 Support Services	Projected				
	Actual				
CAPITAL OUTLAY					
C.2.15 Library Resources	Projected				
	Actual				
C.2.16 Information Technology Equipment	Projected				
	Actual				
C.2.17 Other Equipment	Projected				
	Actual				
C.2.18 Facilities/Renovation	Projected				
	Actual				
C.2.19 TOTAL PROGRAM EXPENDITURES	Projected				
	Actual				

NATURE OF EXPENDITURES					
C.2.20	Recurring	Projected			
		Actual			
C.2.21	Nonrecurring	Projected			
		Actual			
C.2.22a	TOTAL	Projected			
		Actual			
C.2.22b	Cost per FTE (C.2.22a/C.1.2.6)	Projected			
		Actual			
SOURCES OF FUNDS					
REVENUE					
C.2.23	Special State Nonrecurring	Projected			
		Actual			
C.2.23a	Upper Level - Resident Student Tuition Only	Projected			
		Actual			
C.2.23b	Upper Level - Nonresident Student Fees Only	Projected			
		Actual			
C.2.23c	Upper Level - Other Student Fees	Projected			
		Actual			
C.2.24	Contributions or Matching Grants	Projected			
		Actual			
C.2.25	Other Grants or Revenues	Projected			
		Actual			
C.2.26	Florida College System Program Funds	Projected			
		Actual			
C.2.27	Unrestricted Fund Balance	Projected			
		Actual			
C.2.28	Interest Earnings	Projected			
		Actual			
C.2.29	Auxiliary Services	Projected			
		Actual			
C.2.30	Federal Funds - Other	Projected			
		Actual			

CARRY FORWARD						
C.2.31	TOTAL FUNDS AVAILABLE	Projected	\$0	\$0	\$0	\$0
		Actual				
C.2.32	TOTAL UNEXPENDED FUNDS (CARRY FORWARD)	Projected	\$0	\$0	\$0	\$0
		Actual				