



### **Statewide Email**

**DATE SENT:** March 1, 2021

**FROM:** Carrie E. Henderson, Ph.D.

**TO:** FCS Chief Academic Officers  
FCS Baccalaureate Liaisons

**Via:** [Carrie.Henderson@fldoe.org](mailto:Carrie.Henderson@fldoe.org)

**SUBJECT:** Student Perspectives on Intellectual Freedom and Instructional Modality

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Today Chancellor Hebda disseminated a memo to college presidents regarding the 2021 baccalaureate accountability report process. We appreciate your patience as we worked to make significant improvements to the templates, which are now pre-populated with data of key performance indicators.

The Division established Microsoft Teams as the platform for form dissemination, submission and feedback. The default users for each college's Teams channel are the chief academic officers (CAO) and baccalaureate liaisons. In the next day, expect an email from Microsoft Teams with a notification that you have been added as a guest to FLDOE in Microsoft Teams.

Note: You may designate additional users by emailing [FCSBacc\\_report@fldoe.org](mailto:FCSBacc_report@fldoe.org). We will add designees to Teams as we receive requests.

The attached resource guide contains step-by-step instructions for accessing and navigating the Teams site. It also provides an overview of the process of downloading forms and uploading final submissions.

On March 30, 2021, from 3:00-4:15 PM EDT, we are hosting a webinar to review the new reporting process and answer questions. You may register for the webinar here: <https://attendee.gotowebinar.com/register/8434091326647364365>.

At any time, feel free to contact us through Teams or via [FCSBacc\\_report@fldoe.org](mailto:FCSBacc_report@fldoe.org) for questions regarding the template, data or submission process.