TALLAHASSEE STATE COLLEGE

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November 16, 2026

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Fund Analysis - October

Item Description
This item is to provide the Board a summary of the College's operating revenues and expenses as of 10/31/2026.

Overview and Background
As directed in the Accounting Manual for Florida's College System, revenues from state appropriations, student tuition and fees, interest earned, and other contributions are recorded and monitored in the College's operating fund (fund 1). Expenditures for direct instruction expenses are also recorded in the operating fund.

In accordance with Florida Statutes (1011.01), the Board of Trustees must approve the College's operating fund budget each fiscal year. The College monitors the operating fund activity to ensure approved budget limits are maintained. Additionally, the Board has requested a report of all purchases over $100,000, but less than $325,000. The report for the month of October is attached to this item.

Past Actions by the Board
For information only, no Board action required.

Funding/ Financial Implications
The College continues to be in sound financial condition.

Recommended Action
Presented as an informational item only.

Tallahassee State College Fund Analysis
Unrestricted Current Fund
As of October 31, 2026

REVENUE	October Actual	Monthly Budget	YTD Actual	YTD Budget	Annual Budget	% of YTD Budget
Student Fees	$ 3,962,267	$ 2,473,464.00	$ 17,299,151	$ 9,893,856	$ 29,681,568	58%
State Support	4,058,223	4,039,878	15,259,703	16,159,513	48,478,538	31%
Federal Support	71,103	45,833	300,191	183,333	550,000	55%
Other Revenue	52,175	170,833	948,161	683,333	2,050,000	46%
TOTAL REVENUE	8,143,767	6,730,009	33,807,205	26,920,035	80,760,106	42%

EXPENSES	October Actual	Monthly Budget	YTD Actual	YTD Budget	Annual Budget	% of YTD Expenses
PERSONNEL COSTS						
Administrative	284,463	320,833	1,140,326	1,283,333	3,850,000	30%
Instructional	1,183,858	1,458,333	5,109,183	5,833,333	17,500,000	29%
Non-Instructional	1,670,946	1,583,333	6,498,828	6,333,333	19,000,000	34%
OPS	924,369	583,333	2,819,480	2,333,333	7,000,000	40%
Personnel Benefits	1,512,753	1,200,842	6,032,882	4,803,369	14,410,106	42%
TOTAL PERSONNEL COSTS	5,576,389	5,146,676	21,600,699	20,586,702	61,760,106	35%
CURRENT EXPENSES						
Services	269,019	525,000	2,667,554	2,100,000	6,300,000	42%
Material & Supplies	51,514	200,000	339,814	800,000	2,400,000	14%
Other Current Charges	552,323	691,667	2,377,626	2,766,667	8,300,000	29%
TOTAL CURRENT EXPENSES	872,856	1,416,667	5,384,994	5,666,667	17,000,000	32%
CAPITAL OUTLAY	-	166,667	10,000	666,667	2,000,000	1%
TOTAL EXPENSES	$ 6,449,245	$ 6,730,009	$ 26,995,693	$ 26,920,035	$ 80,760,106	33%

Purchase Orders from $100,000 to $324,999 + Issued in October 2026					
Purchase Order	**Date Issued**	**Supplier**	**Total PO Amount**	**Description**	**Approval/Exemption**
PO-026700	10/16/2026	HESI-Division of Elsevier, Inc.	110,000.00	Tests for Nursing Program students.	Exemption per FAC 6A-14.0734 (2)(a) Educational tests, textbooks, instructional materials and equipment, films, filmstrips, video tapes, disc or tape recordings or similar audio-visual materials, graphic and computer based instructional software.