

**MEMORANDUM OF UNDERSTANDING BETWEEN
EASTERN FLORIDA STATE COLLEGE
AND
THE UNITED FACULTY OF FLORIDA**

This Memorandum of Understanding is entered into by and between the Eastern Florida State College District Board of Trustees (EFSC-BOT) and the Brevard Chapter of the United Faculty of Florida (UFF-Brevard). This MOU supplements Appendix A of the 2024–2027 Collective Bargaining Agreement (Revised August 2025) for the purpose of clarifying the Required Syllabus Elements to align with amendments to Rule 6A-14.092, Florida Administrative Code, as approved by the State Board of Education and in accordance with criteria set forth in Section 1004.085, Florida Statutes. The amendment requires that all Florida College System institutions prominently post and make publicly accessible course syllabi for each course section at least 45 days before the first day of class for each term. Further, the amendment states that course syllabi must contain student assignments, including at a minimum, the assignment title, a brief narrative description of the assignment, and, if applicable, any required readings.

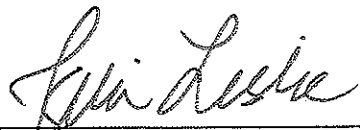
Appendix A—Required Syllabus Content does not specify that assignments, descriptions, and required readings be included in syllabi. Accordingly, solely for the purpose of alignment with state statute and rule, the Parties clarify that the following language be added to the first sentence of the **Outline/calendar of work** section of Appendix A:

Outline of proposed scheduled learning activities and graded assignments used as a basis for the student’s final grade. Assignment titles with brief narrative descriptions of the assignment will be included, along with, if applicable, any required readings.

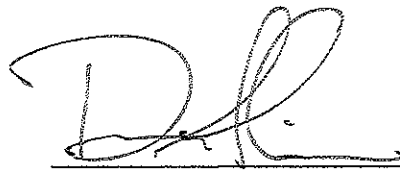
Additionally, a memo from the Florida Department of Education dated March 2, 2026, states that there “is nothing preventing instructors from making modifications to student assignments in the syllabi to adapt instruction based on student performance and emerging needs due to other unforeseen changes after the syllabi have been posted in compliance with the 45-day requirement. For syllabi modified after the 45-day requirement, changes must be explicitly outlined and provided in writing to the class before the changes go into effect.” While this direction will not be included in the Appendix itself, it is understood by both parties that faculty will provide syllabus changes in writing to students in the manner prescribed in the FLDOE memorandum.

Further, the College has determined that the Simple Syllabus third-party platform will be used to collect and post syllabi in compliance with state statutes and rules. Accordingly, faculty will no longer be required to submit a copy of the syllabus to a Canvas Dropbox or submit it separately by email since everyone has access to the Simple Syllabus library.

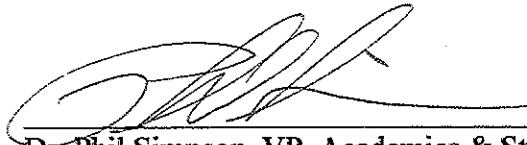
IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed by their duly authorized representatives on this 27 day of May 2026.



Ms. Kelli Leslie, Chapter President
UFF-Brevard



Dr. Dustin Files, Chief Negotiator
UFF-Brevard



Dr. Phil Simpson, VP, Academics & Student Affairs
EFSC-CLO