

Office of the President  
Willis Holcombe Center  
Phone 954-201-7401  
Fax 954-201-7357

[www.broward.edu](http://www.broward.edu)

# BROWARD COLLEGE

Define yourself.

To: Members of the Board of Trustees

From: J. David Armstrong Jr., President

Date: February 24, 2009

Place: Regular Meeting of the Board of Trustees  
Broward College  
Bldg. 81/Multi-Purpose Room - Judson A. Samuels South Campus  
7200 Pines Boulevard  
Pembroke Pines, Florida

Subject: Agenda Item V - D - Write Off Student Debt

**Brief Description:**

Attached is a request to discharge a deceased student's debt.

**Benefit to BCC:**

Reduce the College's outstanding receivable debt.

**Relationship to College Master Plan:**

Goal 1 - Administrative decision that is student centered.

**RECOMMEND APPROVAL**

Board Agenda Approved: \_\_\_\_\_  
Date: \_\_\_\_\_

Agenda Item V-D  
Enclosure \_\_\_\_\_

**BOARD OF TRUSTEES  
AGENDA TRANSMITTAL SHEET**

To: J. David Armstrong Jr., President  
From: William Pennell, Chief Financial Officer

Date: January 29, 2009

Subject: Deceased Student Debt Write-Off

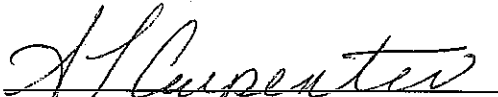
Issue: Reduction of outstanding student receivable

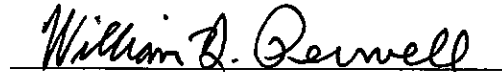
**Background/Analysis:**

Attached is a list of students who are deceased and whose debt should be removed from College records. A copy of the death certificate is on file.

**Fiscal Impact:**

The College's outstanding student receivable debt is being reduced by \$3,276.51

  
April Townsend Carpenter  
AVP, Student Business Services

  
William D. Pennell  
Chief Financial Officer

Staff Position: Staff recommends approval

**THIS RECOMMENDED ACTION MEETS THE FOLLOWING ELEMENT(S) OF THE COLLEGE'S MISSION STATEMENT:**

- |   |   |
|---|---|
| <input type="checkbox"/> Providing high quality educational programs                    | <input checked="" type="checkbox"/> Providing high quality services                     |
| <input type="checkbox"/> Providing for affordability to a diverse community of learners | <input type="checkbox"/> Providing for accessibility to a diverse community of learners |
| <input type="checkbox"/> Commitment to student achievement                              | <input type="checkbox"/> Commitment to lifelong learning                                |
| <input type="checkbox"/> Commitment to academic excellence                              | <input type="checkbox"/> Providing use of current technology                            |

**BRIEFLY DESCRIBE HOW THIS RECOMMENDATION ACHIEVES THE ABOVE ELEMENT(S) IN THE COLLEGE'S MISSION STATEMENT:**

Provide timely service to students by updating their account balance information based upon official documentation received by the College.

Minority Firm: Yes \_\_\_ No \_\_\_ N/A x  
revised 11/06

Broward Firm: Yes \_\_\_ No \_\_\_ N/A x

