

# AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES  
TUESDAY, NOVEMBER 16, 2010

EPICENTER MEETING ROOM (1-453)  
13805 – 58<sup>TH</sup> STREET N.  
LARGO, FLORIDA

**REGULAR MEETING: 8:30 A.M.**

## **I. CALL TO ORDER**

- A. Invocation
- B. Pledge of Allegiance

## **II. PRELIMINARY MATTERS**

- A. Presentation of Retirement Resolutions and Motion for Adoption. **NONE**
- B. Recognitions/Announcements. **NONE**

## **III. COMMENTS**

- A. Board Chair
- B. Board Members
- C. President

## **IV. REVIEW AND APPROVAL OF MINUTES**

Board of Trustees' Meeting of October 18, 2010

## **V. MONTHLY REPORTS**

- A. Board Attorney – Joseph H. Lang
- B. General Counsel – Syd H. McKenzie
- C. Provosts – Brock, Carney, Olliver, Ulmer

## **VI. OLD BUSINESS (items previously considered but not finalized)**

## **VII. NEW BUSINESS**

- A. STUDENT SUCCESS AND ACHIEVEMENT (*information*)
  - Accreditation, Accountability and Assessment Initiative – New Leadership Alliance (Burniston, Coraggio, Hopf)

- B. BIDS, EXPENDITURES AND CONTRACTS (through Purchasing). **NONE**
- C. OTHER EXPENDITURES AND CONTRACTS
  - 1. TW Telecom, Inc.—Internet and Network Services
- D. GRANTS/RESTRICTED FUNDS CONTRACTS
  - 1. Application/Acceptance
    - a. Florida Department of Health – Division of Emergency Medical Operations
    - b. U.S. Department of Homeland Security—Florida Department of Education—2011 State Homeland Security Program
    - c. City of Clearwater Human Trafficking Investigation Training
  - 2. Amendment(s). **NONE**
- E. CAPITAL OUTLAY, MAINTENANCE, RENOVATION, AND CONSTRUCTION
  - 1. Amendment #2 to the Lease Agreement between St. Petersburg College and St. Petersburg Pier Aquarium, Inc., for a Lease of Office Space at the Downtown Center
  - 2. Amendment #2 to the Lease Agreement between St. Petersburg College and St. Petersburg Downtown Partnership, Inc., for a Lease of Office Space at the Downtown Center
  - 3. Selection Process of Architectural Services for Master Planning Collegewide
  - 4. Review of Schematic Design Documents (Phase I) and Preliminary Guaranteed Maximum Price (GMP), Project 1707-L-10-2, Construct New Ethics and Social Science Building, Clearwater Campus (Building 35)
  - 5. Review of Schematic Design Documents (Phase I) and Change Order #1, (Proposal Request #2) Project 186-G-09-3, Parking Lot Renovation Adjacent to Gymnasium, St. Petersburg/Gibbs Campus
- F. AGENCY BILLINGS

**G. PERSONNEL**

1. Personnel Report
2. Teachers Insurance and Annuity Association/College Retirement Equities Fund – Alternative to Social Security for Adjuncts/Temporary Employees

**H. PROPOSED CHANGES TO BOT RULES MANUAL – Public Hearing**

- Rule 6Hx23-5.16 Travel by College Personnel, Board of Trustees and Authorized Persons

**I. FINANCIAL REPORT AND UPDATE (*information*)**

**J. STUDENT TUITION AND FEES REPORT**

**K. CREDIT CURRICULUM**

**L. NONCREDIT CURRICULUM**

**M. FACULTY HIRING PLAN FOR 2011-12 AND 2012-13**

**VIII. PRESIDENT’S REPORT**

**A. NAMING POLICY**

**B. SPC AND USF ST. PETERSBURG COLLABORATION – Dr. Anne Cooper**

**IX. FUTURE AGENDA ITEMS**

- Proposed Rescheduling of February 15, 2011 Board Meeting to February 22, 2011 (due to trustee/president attendance at AACCC/ACCT National Legislative Summit)\*
- Proposed Rescheduling of April 19, 2011 Board Meeting to April 26, 2011 (due to Dr. Law’s acceptance into the Boston Marathon)\*

**X. NEXT MEETING DATE AND SITE**

Tuesday, December 14, 2010, 8:30 a.m., St. Petersburg/Gibbs Campus

**XI. ADJOURNMENT**

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting Tuesday, November 16, 2010, he or she will need a record of the

proceedings. It is the obligation of such person to ensure a verbatim record of the proceedings is made, §286.0105, Florida Statutes.

**\*No packet enclosure**

Items summarized on the Agenda may not contain full information regarding the matter being considered. Further information regarding these items may be obtained by calling the Board Clerk at (727) 341-3260.

Date Advertised: Oct. 15, 2010

[Confirmation of Publication](#)

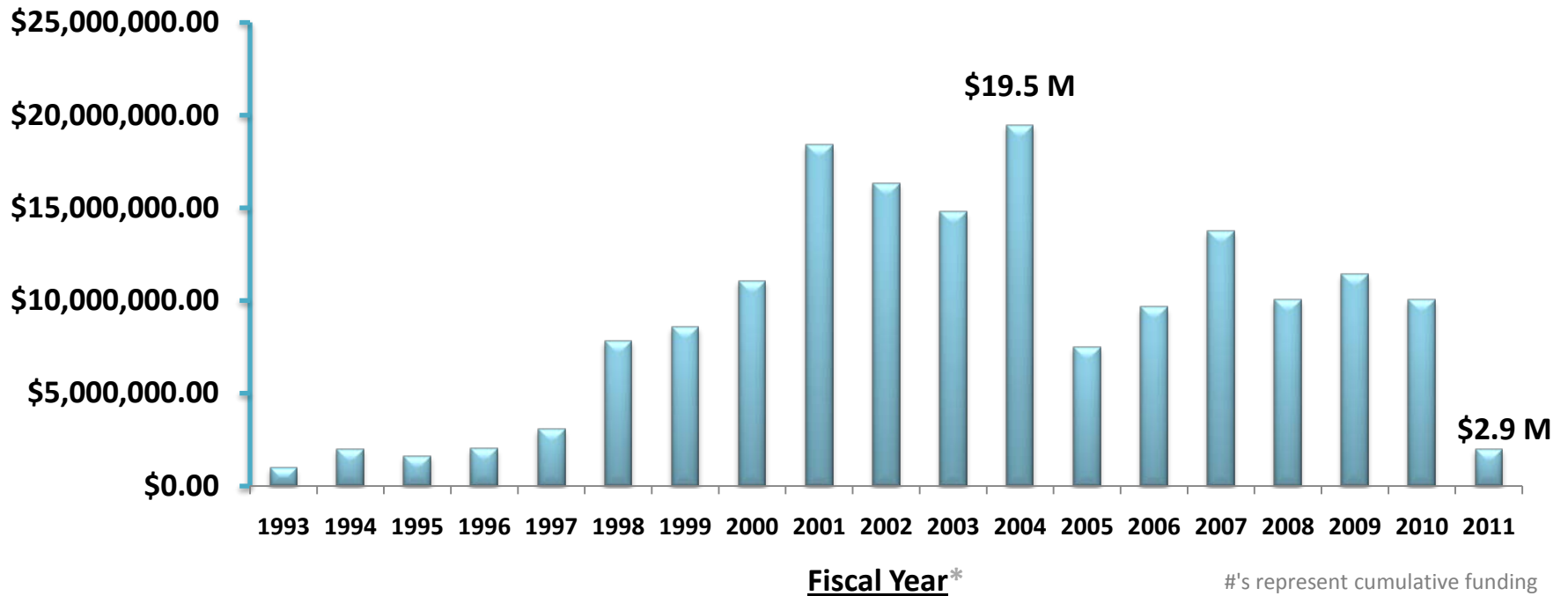


Provost Reports  
Board of Trustees Meeting  
November 2010



# Allstate Center Earmarks, Grants & Contracts

## Funding



- |  |                       |
|--|-----------------------|
| • Current total balance as of 9/30/10            | \$6.6 million         |
| • New Grants and Contracts as of 10/1/10         | \$4.5 million         |
| • Pending Funding                                | \$2.8 million         |
| • <b>Total Funding available through 9/30/12</b> | <b>\$13.9 million</b> |

Center for Public Safety Innovation  
 NTPI, RCPI, MCTFT  
 Grant Activity  
 Current

	Active
	Completed
	Pending
	Denied

Department	Submission	Original Contract Amount	Status	Start Date	End Date	Balance-9/30/10	Residual Collected Since 11/01/09	Contract Number Grant ID Fund(s)
COPS Office	Ethics Training	\$300,000.00	Awarded	8/1/2005	1/31/2011	\$7,963.93		2005-HS-WX-K014 FDOJ0014 20-21270214-09000
COPS Office	Caribbean Initiative	\$200,000.00	Awarded	8/1/2005	7/31/2011	\$36,282.03		2005-CK-WX-K027 FDOJ0015 20-21270215-09000
SPAWAR 07/08	Area Security Operations Command and Control System Training and Development	\$5,459,047.48	Awarded	1/15/2008	1/14/2011	\$1,689,634.69		N69250-08-C-0301 FSPWAR0206 21-21270484-09000 21-21270485-09000
Stanford Research Institute	Port Security Maritime and Training Development	\$616,675.22	Awarded	3/18/2008	12/31/2010	\$94,940.29		Pass thru N68335-07-C-05000 FSRI0216 21-21270475-09000
Community Emergency Preparedness Information Network (CEPIN)	Preparedness Online Courses/Special Needs	\$175,767.52	Awarded	8/1/2008	9/30/2011	\$49,418.64		CEPIN1 - Fed PT PCEPIN0234 21-21270487-09000
Community Oriented Policing Services (COPS)	Focus Group Coordination	\$65,699.00	Awarded	9/1/2008	8/31/2011	\$20,232.97		2008-CK-WX-K013 FDOJ0252 20-21270228-09000
Department of Homeland Security 08	Live Response	\$1,000,000.00	Awarded	10/1/2008	11/30/2010	\$32,468.58		2008-GT-18-K012 FDHS0261 21-21270501-09000
DOJ/BJA Edward Byrne	Law enforcement suicide prevention trainings	\$391,531.00	Awarded	11/1/2008	10/31/2011	\$130,883.22		2008-DD-BX-0688 FBJA0247 21-21270495-09000
DOJ/BJA 09	Executive Sessions Police Leadership	\$600,000.00	Awarded	10/1/2009	9/30/2012	\$186,648.72		2009-DZ-BX-K003 FBJA0280 20-21270232-09000

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DOJ/BJA 09	Law Enforcement Suicide Prevention Trainings - Part II	\$400,000.00	Awarded	10/1/2009	9/30/2011	\$397,794.62		2009-DB-BX-K015 FBJA0279 20-21270231-09000
DOJ/BJA 09	RCPI Earmark - Distressed Economy Related Crime	\$400,000.00	Awarded	10/1/2009	9/30/2011	\$353,532.79		2009-D1-BX-K030 FDOJ0277 20-21270230-09000
DOJ/BJA 09	NTPI Earmark - Critical Incident Peer Support (CIPS)	\$800,000.00	Awarded	10/1/2009	9/30/2011	\$588,466.00		2009-D1-BX-K015 FDOJ0275 21-21270506-09000
DOJ/COPS 09	Spanish Speakers' Training Resources - Puerto Rico	\$200,000.00	Awarded	10/1/2009	3/31/2011	\$75,542.92		2009-CK-WX-K010 FDOJ0283 20-21270233-09000
UMCPI	Advanced HT Curriculum	\$60,000.00	Awarded	10/1/2009	12/31/2010	\$6,778.31		PO#09-1023 PUMCPI0284 20-21270234-09000
Department of Defense	2010 Counterdrug Program	\$5,027,738.00	Awarded	10/1/2009	9/30/2010	\$0.00		FY 2010 DNA/FLNG OMCTFT0266 20-21270167-09000
World Relief	Human Trafficking Training	\$12,000.00	Awarded	12/1/2009	11/30/2011	\$10,419.98		Contract Dated 12/7/09 FWORLD0290 20-21270236-09000
NFSTC 2010	Probability Software and Fingerprint Comparison	\$7,450.17	Awarded	1/1/2010	12/31/2010	\$1,408.83		FNFSTC0301 21-21270512-09000
NFSTC 2010	Impression and Pattern Evidence Symposium	\$44,048.29	Awarded	1/1/2010	12/31/2010	\$9,263.85		FNFSTC0306 21-21270514-09000
NFSTC 2010	Drakontas Training Workshop	\$3,193.26	Awarded	1/1/2010	12/31/2010			PNFSTC0321 21- 21270517-09000

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Rutherford Training Consultants (UK)	Conversion of Counter Terrorism Awareness Training Online	\$10,345.40	Awarded	7/27/2010	10/31/2010	\$1,789.82		PRTC0304 21-21270513-09000
DOJ/COPS	Emerging Issues Forum	\$149,962.00	Awarded	9/1/2010	8/31/2011	\$149,962.00		2010-CK-WX-K010 FDOJ0319 20-21270242-09000
DOJ/COPS	Podcasts and Outreach	\$100,000.00	Awarded	9/1/2010	8/31/2011	\$100,000.00		2010-CK-WX-K008 FDOJ0317 20-21270241-09000
DOD/SPAWAR 09	Continuation of Maritime & Port Security Initiative, NTPI Earmark 09	\$2,700,000.00	Awarded	9/30/2010	9/29/2011	\$2,700,000.00		
Bureau of Justice Assistance	FY 10 Training Support for Law Enforcement and Emergency Responders	\$1,500,000.00	Awarded	10/1/2010	3/31/2012			2010-DD-BX-K018 FBJA0316 21-21270516-09000
DHS 10	Homeland Security National Training Project - Continuation	\$500,000.00	Awarded	10/1/2010	9/30/2011			2010-DM-T0-K007 FDHS0312 21-21270515-09000
Department of State	Sal Salvador Nov 2010	\$24,900.00	PO	10/1/2010	12/31/2010			FDOS0315 20- 21270240-09000
Department of Defense	2011 Counterdrug	\$2,500,000.00	Awarded	10/1/2010	9/30/2011			
NFSTC 2010	Sequential Fingerprint Processing	\$27,470.94	Completed	1/1/2010	12/31/2010	\$0.00		
Upper Midwest Regional Community Policing Institute	Human Trafficking Training	\$77,090.00	Completed	10/1/2007	12/31/2010		\$9,706.87	
COPS Office	Focus Groups	\$192,612.00	Completed	9/1/2006	8/31/2010	\$0.00		

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City of Clearwater	HT Immersion Learning Coordination	\$12,000.00	Completed	7/1/2008	8/31/2010	\$0.00	\$373.01	
Department of State	El Salvador/Honduras	\$57,850.00	Completed	6/1/2010	7/31/2010	\$0.00	\$29,410.74	
Department of State	El Salvador - at AC	\$19,990.00	Completed	6/1/2010	7/31/2010	\$0.00	\$8,942.67	
Florida Department of Law Enforcement	Clan Lab Training	\$62,636.00	Completed	5/1/2010	6/30/2010	\$0.00		
Missouri Regional Community Policing Institute	"Gangs 101" Training grant	\$112,432.00	Completed	1/1/2008	6/30/2010	\$0.00		
Florida Telecommunications Relay Inc. (FTRI)	Online Training for Reporting Documentation	\$39,899.25	Completed	6/1/2009	3/29/2010	\$0.00	\$9,180.25	
NFSTC	CSI Training Video	\$30,401.33	Completed	11/1/2009	2/28/2010	\$0.00		
Safety Tech	Video Production	\$2,539.50	Completed	1/11/2010	2/28/2010	\$0.00		
National Forensic Science Technology Center (NFSTC)	# 5, Post Conviction	\$49,324.33	Completed	12/1/2008	12/31/2009	\$0.00	\$1,020.81	
National Forensic Science Technology Center (NFSTC)	Statement of Work (SOW) #1 Trace Evidence Symposium 2009	\$55,774.32	Completed	8/1/2009	12/31/2009	\$0.00	\$3,211.11	
National Forensic Science Technology Center (NFSTC)	Statement of Work (SOW) #3, MinElute Post PCR Clean-Up Technology Transition Workshop	\$26,609.26	Completed	8/1/2009	12/31/2009	\$0.00	\$1,875.81	
Department of State - El Salvador	Community Policing Training #1	\$24,900.00	Completed	10/1/2009	12/31/2009	\$0.00	\$10,281.23	
Fox Valley Tech College	Amber Alert Video Taping	\$13,052.55	Completed	10/27/2009	11/27/2009	\$0.00	\$9,261.50	

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Department of State - El Salvador	Community Assessment	\$4,600.00	Completed	2/1/2009	10/31/2009	\$0.00		
Department of State - El Salvador	Tactical Training	\$4,500.00	Completed	2/1/2009	10/31/2009	\$0.00		
Department of Homeland Security 07	Live Response Broadcast	\$1,700,000.00	Completed	10/1/2007	9/30/2009	\$0.00		
Office of Safe and Drug Free Schools, Hillsborough County Schools	Improve Public Knowledge of and Support for Democracy	\$137,686.00	Completed	1/31/2008	9/30/2009	\$0.00	\$42,464.94	
Meals on Wheels	First Responder & Volunteer Online Trng.	\$50,000.00	Completed	7/1/2008	9/30/2009	\$0.00	\$20,605.25	
IACP	ID Theft Online Courses	\$77,500.00	Completed	8/1/2008	9/30/2009	\$0.00	\$42,979.43	
Department of Defense	2009 Counterdrug Program	\$5,088,717.16	Completed	10/1/2008	9/30/2009	\$0.00		
World Relief	Human Trafficking Training	\$20,000.00	Completed	4/1/2007	8/31/2009	\$0.00		
Bureau of Justice Assistance 06	Weapons of Mass Destruction Training	\$1,959,648.00	Completed	9/1/2006	7/31/2009	\$0.00		
National Forensic Science Technology Center (NESTC)	Video Production #3 - Medical Examiner Forensic Training	\$55,128.73	Completed	10/1/2008	7/30/2009	\$0.00		
National Forensic Science Technology Center (NESTC)	Video Production #4 - SOCOM	\$50,494.45	Completed	10/1/2008	7/30/2009	\$0.00	\$2,959.42	
National Forensic Science Technology Center (NESTC)	#6, IBIS Technical Training, CA	\$46,337.29	Completed	11/1/2008	7/30/2009	\$0.00	\$17,447.02	

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Florida Dept. of Law Enforcement	Byrne Grant Gangs Training	\$36,000.00	Completed	7/1/2008	6/30/2009	\$0.00		
Florida Department of Law Enforcement	Meth Training and PPE Suits	\$178,609.96	Completed	3/1/2009	4/30/2009	\$0.00	\$17,817.73	
COPS Office	Community Policing Training	\$585,714.00	Completed	9/1/2004	2/28/2009	\$0.00		
Department of Homeland Security 06	Live Response Broadcast	\$946,546.00	Completed	10/1/2006	12/31/2008	\$0.00		
National Forensic Science Technology Center (NESTC)	Video Production #2 - Tech Center	\$45,742.99	Completed	8/1/2008	12/31/2008	\$0.00		
Department of Defense	2008 Counterdrug	\$5,031,650.98	Completed	10/1/2007	9/30/2008	\$0.00		
		<b>\$40,071,814.38</b>				<b>\$6,643,432.19</b>	<b>\$227,537.79</b>	
<b>FY08</b>	<b>New Money</b>	<b>\$13,134,581.68</b>		<b>7/1/2007</b>	<b>6/30/2008</b>			
<b>FY09</b>	<b>New Money</b>	<b>\$7,371,851.68</b>		<b>7/1/2008</b>	<b>6/30/2009</b>			
<b>FY10</b>	<b>New Money</b>	<b>\$7,875,653.62</b>		<b>7/1/2009</b>	<b>6/30/2010</b>			
<b>FY11</b>	<b>New Money</b>	<b>\$7,485,207.40</b>		<b>7/1/2010</b>	<b>6/30/2011</b>			
Department of Defense	FY 10 NTPI Earmark	\$2,800,000.00	Waiting for Notification	10/1/2009	9/30/2011			
DOJ/COPS	COPS Broadcast	\$498,323.00	Denied	10/1/2010	9/30/2012			
DOJ/COPS	Excessive Use of Force	\$500,000.00	Denied	10/1/2010	9/30/2012			
DOJ/COPS	COPS Webinar Series	\$149,955.00	Denied	10/1/2010	9/30/2011			
OJJDP	ICAC Officer Wellness	\$347,137.00	Submitted	7/1/2010	6/30/2011			
DOJ/BJA	Pharmaceutical Crime	\$991,013.00	Submitted	10/1/2010	3/31/2012			
DOJ/BJA	Officer Safety	\$798,274.00	Submitted	10/1/2010	9/30/2011			
DOJ/BJA	Mental Illness	\$399,876.00	Submitted	10/1/2010	3/31/2012			



# LRMA Accreditation Process

## American Association of Museum (AAM) Milestones

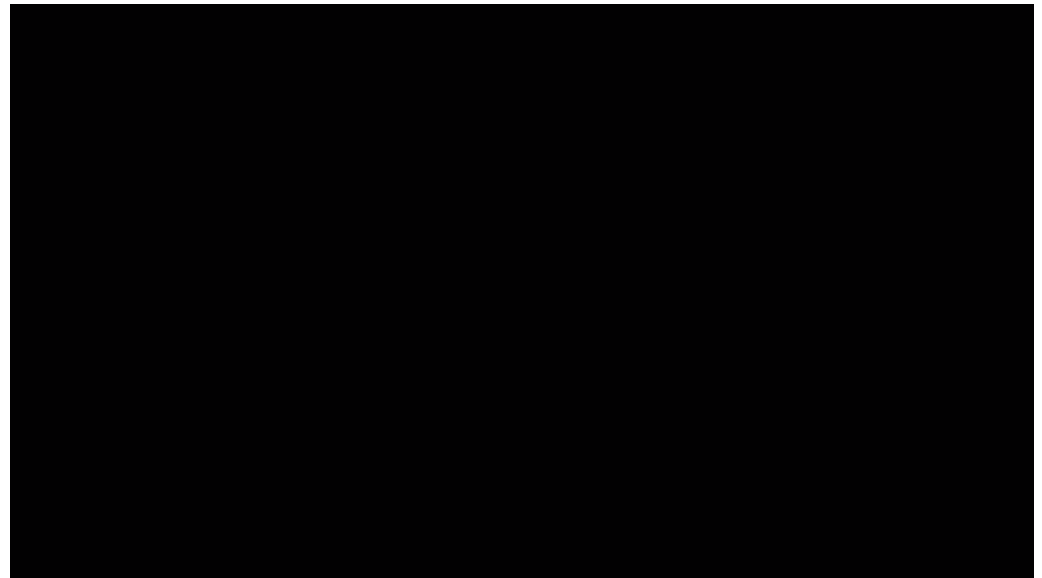
<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>
Application Jul 2010	Self-Study Oct 2010-11	Checklist / Interim Approval Jun 2012	Site Visit Jun 2013	Final Decision Dec 2013

<b>Collections/Holdings Leepa-Rattner Museum of Art</b>				
<b>CATEGORIES</b>	<b>SPC Foundation Owned</b>	<b>Donations/Gifts Directly to LRMA, Inc</b>	<b>To be Accessioned</b>	<b>Accessioned to date</b>
<b>LRMA Permanent Collection</b>	1,164	844	0	2,008
<b>Gulf Coast Museum Collection to be added to LRMA Permanent Collection</b>	400	0	400	0
<b>LRMA Ephemera Materials &amp; Archives (Sketches, etc.)</b>	2,500	0	1,000	0
<b>Other SPC Foundation Art Holdings Currently Housed at LRMA</b>	3,955	0	0	0
<b>Subtotals:</b>	<b>8,019</b>	<b>844</b>	<b>1,400</b>	<b>2,008</b>
<b>Objects in Accreditation Process</b>			<b>2408 (83%)</b>	

# LMS



- The Academic “Peoplesoft”
- Brief History
- Replacing ANGEL
- Action Plan
- Timeline





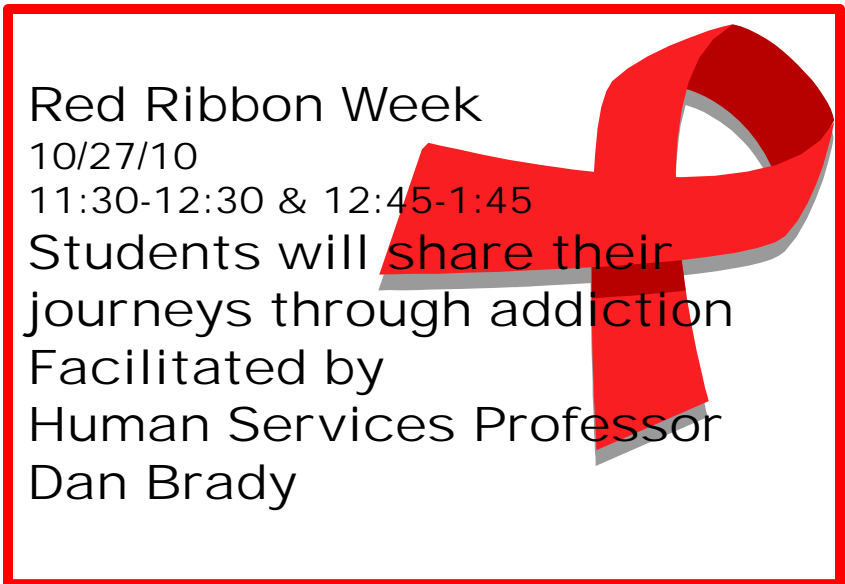
# St. Petersburg College – Midtown

## A Beacon of Hope in the Community

A graphic for Veterans Day featuring a silhouette of a soldier on the left and a bald eagle's head on the right, set against a background of the American flag. The text "Veterans Day Ceremony" and "11/10/10 8:00 a.m. to 9:30 a.m." is centered below the eagle. At the bottom, the words "Veterans Day" are written in a large, white, cursive font.

Veterans Day Ceremony  
11/10/10 8:00 a.m. to 9:30 a.m.

*Veterans Day*

A graphic for Red Ribbon Week featuring a large red ribbon on the right side. The text "Red Ribbon Week" and "10/27/10" is at the top. Below that, the times "11:30-12:30 & 12:45-1:45" and the description "Students will share their journeys through addiction" are listed. At the bottom, it says "Facilitated by Human Services Professor Dan Brady".

Red Ribbon Week  
10/27/10  
11:30-12:30 & 12:45-1:45  
Students will share their  
journeys through addiction  
Facilitated by  
Human Services Professor  
Dan Brady

A graphic for the Latin Jazz Festival featuring a saxophone on the left and the word "JAZZ" in large, stylized, orange letters in the center. Below "JAZZ" is the word "FESTIVAL" in a smaller, bold font. The text "Latin Jazz Festival" and "Palladium" is at the top, and "10/21/10 - 7:30 p.m." is below that. At the bottom, it says "Celebrating Hispanic/Latino Heritage Month".

Latin Jazz Festival  
Palladium  
10/21/10 - 7:30 p.m.

**JAZZ**  
FESTIVAL

Celebrating Hispanic/Latino  
Heritage Month

A graphic for Law Fest featuring several books with "LAW" on their spines and a wooden gavel resting on them. The text "Law Fest – 10/23/10" is at the top. Below that, the names of the participants are listed: "City of St. Petersburg Mayor Bill Foster", "Judge Michael Andrews", "Judge Patrice Moore", and "Judge James Pierce".

Law Fest – 10/23/10

City of St. Petersburg Mayor Bill Foster  
Judge Michael Andrews  
Judge Patrice Moore  
Judge James Pierce



# Bayside Briefs



## November 2010

St. Petersburg College  
SPC DOWNTOWN CENTER  
244 2nd Avenue North  
St. Petersburg, FL 33701  
[www.spcollege.edu/downtown](http://www.spcollege.edu/downtown)

Newsletter Volume 98

A Publication of the Student Activities Department

### Holiday Harvest Leadership Luncheon

November 18, 2010 from 12:30-1:30pm



Downtown Center students and faculty will have the pleasure of listening to Honorable Judge Debra Roberts, current County Court Judge of Pasco County, as our special guest speaker for Downtown's annual Holiday Harvest Luncheon on Thursday, November 18, 2010.

Judge Roberts has served in her current position for the last eight years, and previously served as Acting Circuit Court Judge in the Criminal, Family, and Probate Divisions. She has been a member of The Florida Bar for over 24 years and has been admitted as counselor and attorney of the U.S. Supreme Court. Having a professional background, she has served in many different capacities, as well as participating in judicial education both before and during her appointment to the bench. Judge Roberts holds an undergraduate

degree from the University of Central Florida, and both a Master of Social Work Degree and a Juris Doctor from Florida State University.

The Holiday Harvest Luncheon is an opportunity for students to interact with a community leader, ask questions pertinent to their educational journey or job aspirations, perhaps hear a concept or new perspective to help formulate their own community or business plans, enjoy a wonderful Thanksgiving meal, and kick-off the holiday season. If you have not done so, please check with the front desk to secure your reservation. The luncheon is being held in the Community Room (DC 210) from 12:30-1:30pm

11/9/2010

7:30-10:30 pm

N'Awlins

Dixieland Jazz  
at the Palladium

With the New Orleans Nighthawks Jazz Band!  
Catering by NOLA Café.  
Dinner @ 6:30 pm  
& performance @ 7:30 pm.

**FREE TICKETS!** Sign-up at the front desk; limited number of tickets available.



### Native American Heritage Month Celebration

November 4, 2010



Watch a film called Trudell, and participate in a discussion facilitated by Professor Gabe Horn (White Deer of Autumn) and Amy Krout-Horn, Oieihake Win (Last Word Woman).

6:00-8:00 pm  
Community Room DC 210  
Food and refreshments provided.

### Veterans' Day Celebration!

November 10, 2010

Please join us to honor those who have sacrificed, and say "thank you" to those who have helped to make this world we share a safer, better one. Beginning November 1st, we will have a gigantic thank-you card to sign in the 1st floor lobby.

On November 10th, we'll have a rockin' video and reception with refreshments!

12:00-1:30pm  
Community Room (DC 210)



#### Need Security?

- To escort you to your car
- To report an incident

Call 727-791-2560: St. Petersburg College Security

### International Education Week Program

Flag Contest  
& Study Abroad Table  
November 17, 2010

In celebration of International Week, we are having a contest to see who can identify the most countries' flags. In addition, we will have information about the SPC Study Abroad program. Refreshments will be provided.







## Counselor's Corner: Jerry Cade



### Choose Your Career / Create Your Life

A four session seminar designed to help you learn more about yourself, your potential and your opportunities.

Tuesdays January 18<sup>th</sup> – February 8<sup>th</sup> 2011  
3- 4:30 PM in DC 202

Led by Jerry Cade, Counselor  
St Petersburg College Downtown Center  
Only \$25 to cover the cost of the assessments

- **Week I: 1<sup>st</sup> Know Yourself**  
Course Introduction/explanation and distribution of assessment instruments.  
Assessment Instruments:  
COPS Interest Inventory and Self-Interpretive Profile  
Ability Explorer  
Hall Occupational Orientation Inventory  
Work Behavior Inventory
- **Week II: Research the Possibilities**  
Using the results from the assessments, students will develop a list of strong career options
- **Week III: Refine Realities / Develop a Career Plan**  
By further refining their; interests, skills, values and behavior traits, students will begin to compose a Career Plan.
- **Week IV: Construct a Life Plan**  
Students will discover what it takes to make successful career choices and live a life of integrity.  
In this session each student will prepare their Life Plan.

Counselor's  
Corner

DC 110A  
Cade.jerry@spcollege.edu  
341-7966

## Basic Computer

&

## Information Literacy

## Opt-Out Test

The Basic Computer and Information Literacy Opt-Out test is now offered in the Testing Center at our campus! Tests can be taken during testing hours, by appointment only.

The test fee is \$20.00 and a photo I.D. is required. This test can be taken to satisfy the general education requirement for computer/information literacy competency. If you have any questions about which computer course your particular major requires, please see an Academic Advisor.

### Testing Center Hours

Mon. - Thurs. 9am-2:00pm

Fri. 9am-10:00am

## Book Loan Program

Located in DC 255

Downtown students can check out textbooks for their DT classes.

- Daily loan
- Must have Student ID

## New Hours for

Learning Support Commons in DC 255!

**Monday - Thursday: 7:30am -9:00pm**

**Friday: 7:30am - 3:00pm**

**Saturday: 9am-1pm**

## Heather Disler

On-Site Librarian for  
DT Students in DC 255!

Hours:

Tues. 1pm-8:30pm,  
Thurs. 8am—4:30pm

To contact Heather for an appointment during hours, email at :disler.heather@spcollege.edu





**Free**

**MATH TUTORING**  
SPC Admissions/Registration Entrance  
Lobby, 1st Floor DC 101

**Diana Timmons**



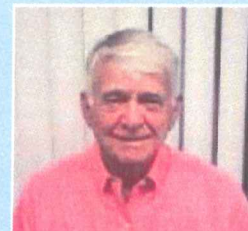
**Wednesday**  
**9:00am - 12:00pm**

**Lonnie Jackson**



**Monday & Wednesday**  
**6:00pm - 9:00pm**

**Chuck Torrey**



**Tuesday & Thursday**  
**12:00pm - 5:00pm**

**MAT 0012 Pre-Algebra**  
**MAT 0024 Elem. Algebra**  
**MAT 1033 Inter. Algebra**  
**MAC 1105 College Algebra**

**⇐ Classes Include: ⇒**

**MAC 2233 Appl. Calculus**  
**STA 2023 Elem. Statistics**  
**MGF 1106 Lib. Arts Math I**  
**MGF 1107 Lib. Arts Math II**

**LEARNING SUPPORT COMMONS and Study Hall**

**Located in the SPC Admissions/Registration Entrance Lobby, 1st Floor DC 101**

**Services include tutoring in Reading, Writing and Computer Skills**

**For more information, call 341-7911**

**Rita Hooks**  
**Writing Tutor**



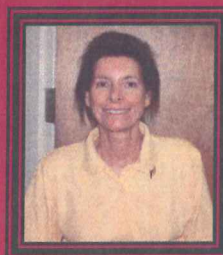
**Monday - Thursday**  
**8am - 12pm, 12:30pm - 5pm**  
**Fridays**  
**8am - 12pm, 12:30pm - 2:30pm**

**Jan Moss**  
**Writing & Computer**  
**Tutor**



**Tuesday & Wednesday**  
**6pm - 9pm**

**Roberta Newman**  
**Reading Tutor**



**Monday & Wednesday**  
**6pm - 9pm**

**Lauren Clark**  
**Writing Tutor**



**Monday & Thursday**  
**6 pm - 9pm**





November is a time to be thankful for so much in our lives. We owe our respect and admiration to those who have come before us to form this country and to those who have fought to protect this land. It is wonderful to live in a society that embraces freedom of expression, and this month we have the opportunity to: see an amazing film, hear some awesome jazz, listen to a powerful community leader, say thank-you to our veterans, and learn about our history. Happy Thanksgiving to you and yours!

*Erin Senack*, Coordinator of Student Life & Leadership: [senack.erin@spcollege.edu](mailto:senack.erin@spcollege.edu), 727-341-4261

### STUDENT ACTIVITIES



**Thursday, November 4: 6-8pm, Community Room (DC 210)**

**Native American Heritage Month Celebration!** Watch a film called Trudell, and participate in a discussion facilitated by Professor Gabe Horn (*White Deer of Autumn*) and Amy Krout-Horn, Oieihake Win (*Last Word Woman*). Food and refreshments served.



**Tuesday, November 9: 7:30-10:30pm, Palladium**

Join us for a night of N'awlins fun with the New Orleans Night Hawks Jazz Band. Catering will be provided by NOLA Café. Dinner @ 6:30 p.m.; performance @ 7:30 p.m.



**Wednesday, November 10: 12-1:30pm, Community Room (DC 210)**

Please join us to honor those who have sacrificed, and say "thank you" to those who have helped to make this world we share a safer, better one. Beginning November 1st, we will have a gigantic thank-you card to sign in the 1st floor lobby. On November 10th, we'll have a rockin' video and reception with refreshments!



**Wednesday, November 17: 12-1:30pm, Student Lounge**

**International Week Celebration: Flag Contest & Study Abroad Table.** In celebration of International Week, we are having a contest to see who can identify the most countries' flags. In addition, we will have information about the SPC Study Abroad program. Refreshments will be provided.

**Thursday, November 18: 12:30-1:30pm, Community Room (DC 210)**

**Holiday Harvest Luncheon!** Honorable Judge Debra Roberts is our invited guest speaker for this event. The Holiday Harvest Luncheon is an opportunity for students to interact with a community leader, ask questions pertinent to their educational journey or job aspirations, perhaps hear a concept or new perspective to help formulate their own community or business plans, enjoy a wonderful Thanksgiving meal, and kick-off the holiday season.



### Highlighted Upcoming Events:

**Tuesday, December 7: 11am-1pm, Student Lounge**

**Holiday Party!** Time to celebrate island-style. Join us in the Student Lounge for music, food, refreshments, and lots of fun.

**Saturday, December 11: 11am-3pm, Baywalk MUVICO**

**Family Day @ MUVICO!** Pictures with Santa; a free showing of the *Chronicles of Narnia: The Voyage of the Dawn Treader*; cookies & punch!



# Board of Trustees

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*Overview of the New Accreditation,  
Accountability, and Assessment  
Committee Structure*

November 2010



# Why a new structure?

## Accreditation, Accountability, and Assessment

### ■ National

- New Leadership Alliance's *Excellent Practice in Student Learning Assessment (EPSLA)* institutional certification
- ACCT's sponsorship of the 'Democracy's Challenge Call to Action'
- SACS Five-Year Interim Report
- Gates Foundation Grant Opportunities

### ■ Institutional

- A *focus* on student learning and accountability
- To fully *integrate* faculty, staff, and students within institutional processes



# Purpose

## Accreditation, Accountability, and Assessment

- Student success is the *first* priority
- College-wide communication of student learning and accountability initiatives
- Alignment of all college initiatives to accreditation and student learning outcomes

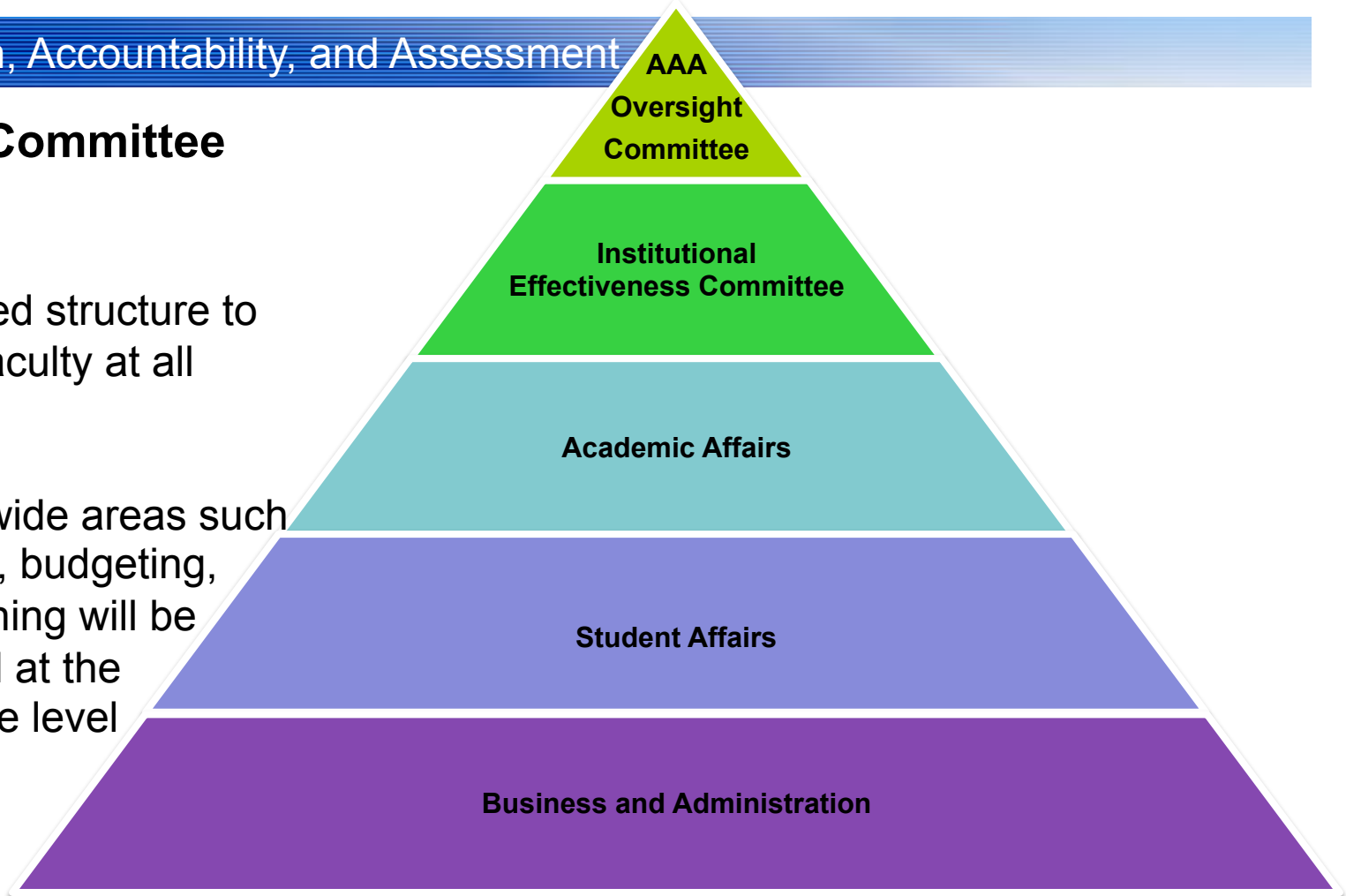


# AAA Committee Structure

Accreditation, Accountability, and Assessment

## New AAA Committee Structure:

- Multi-tiered structure to include faculty at all levels
- College-wide areas such as SACS, budgeting, and planning will be facilitated at the committee level



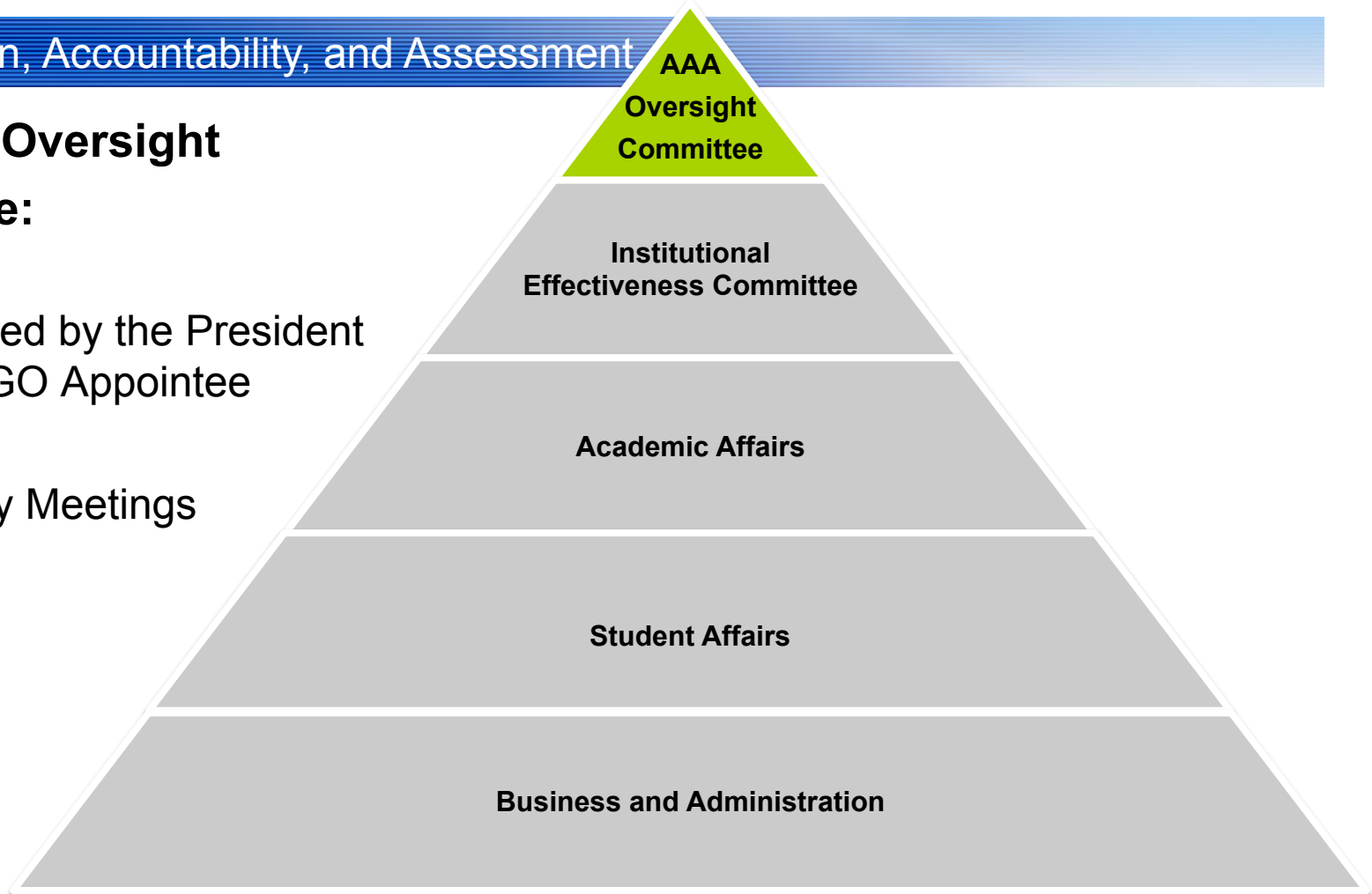


# AAA Committee Structure

Accreditation, Accountability, and Assessment

## New AAA Oversight Committee:

- Co-chaired by the President and a FGO Appointee
- Quarterly Meetings



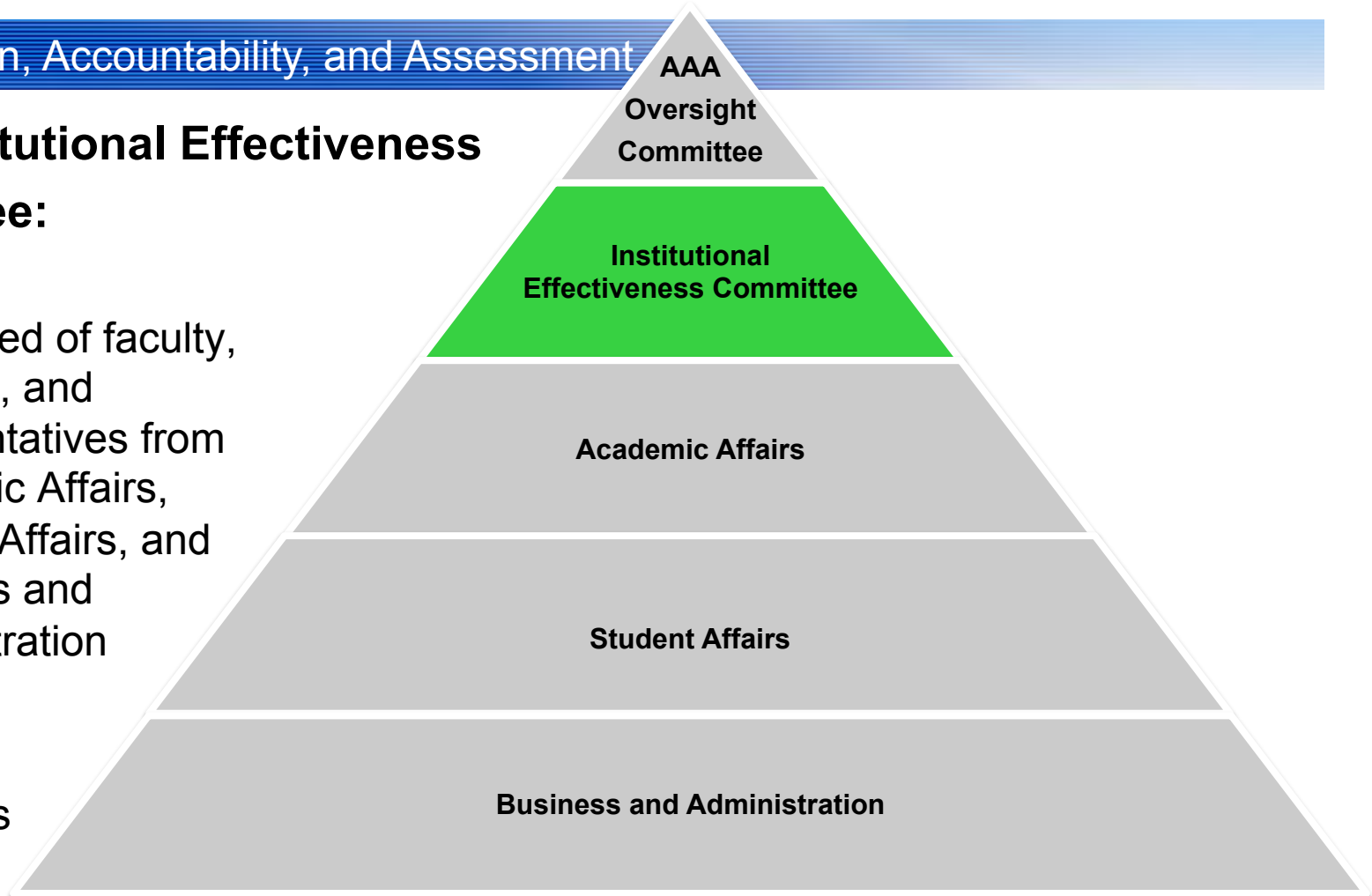


# AAA Committee Structure

Accreditation, Accountability, and Assessment

## New Institutional Effectiveness Committee:

- Composed of faculty, students, and representatives from Academic Affairs, Student Affairs, and Business and Administration
- Monthly Meetings



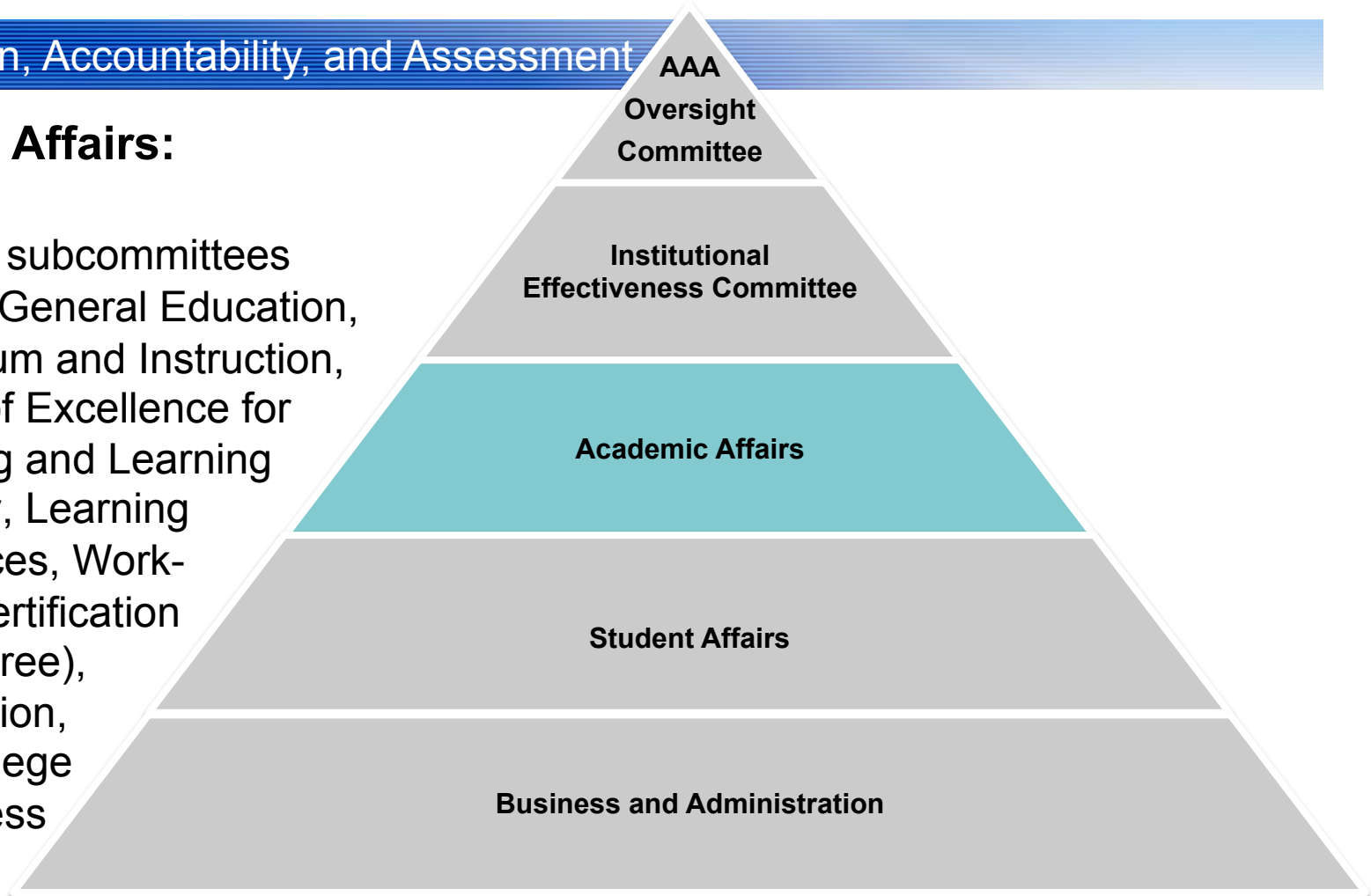


# AAA Committee Structure

Accreditation, Accountability, and Assessment

## Academic Affairs:

- Working subcommittees include: General Education, Curriculum and Instruction, Center of Excellence for Teaching and Learning Advisory, Learning Resources, Workforce (certification and degree), Articulation, and College Readiness



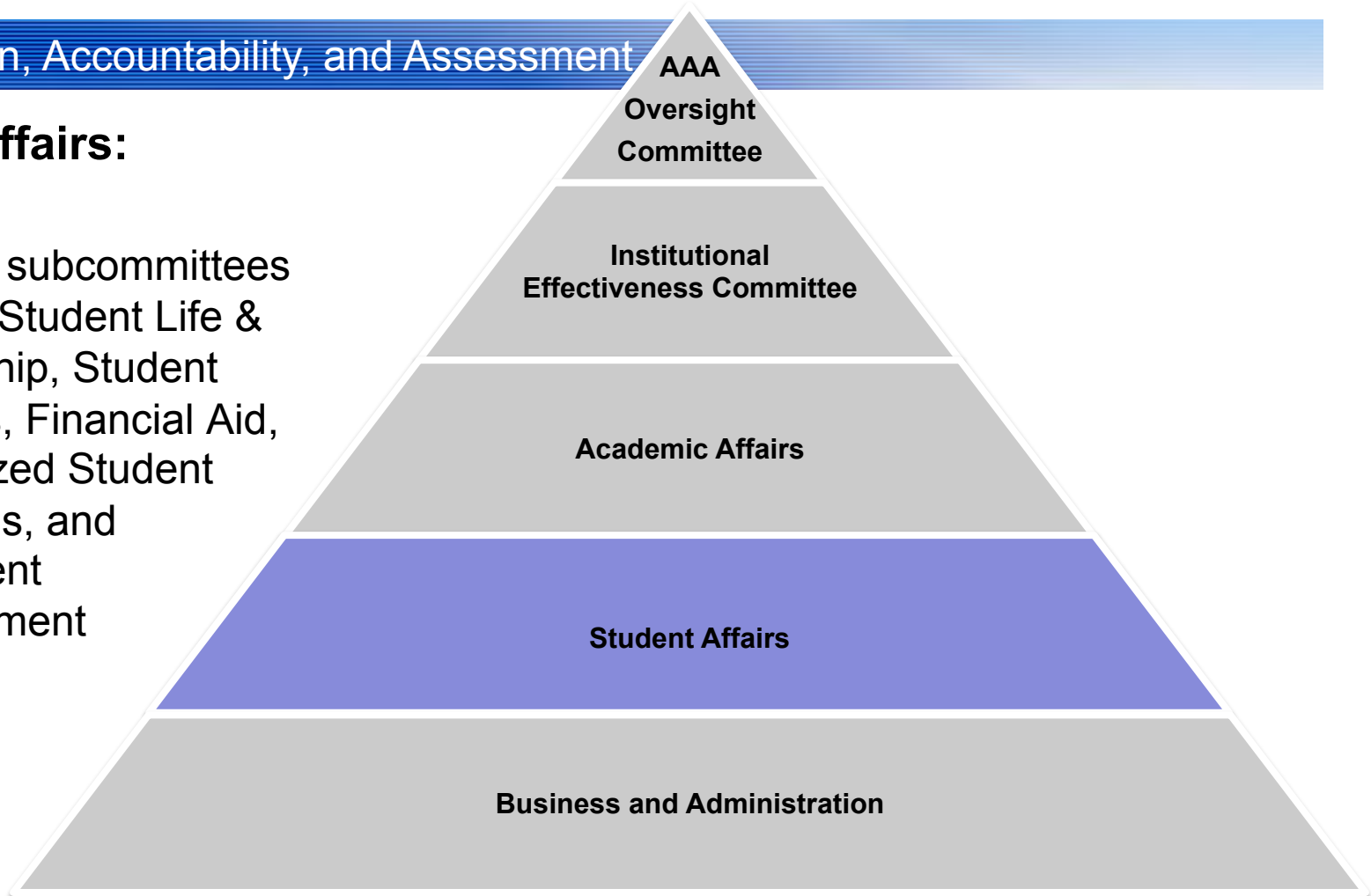


# AAA Committee Structure

Accreditation, Accountability, and Assessment

## Student Affairs:

- Working subcommittees include: Student Life & Leadership, Student Services, Financial Aid, Specialized Student Programs, and Enrollment Management





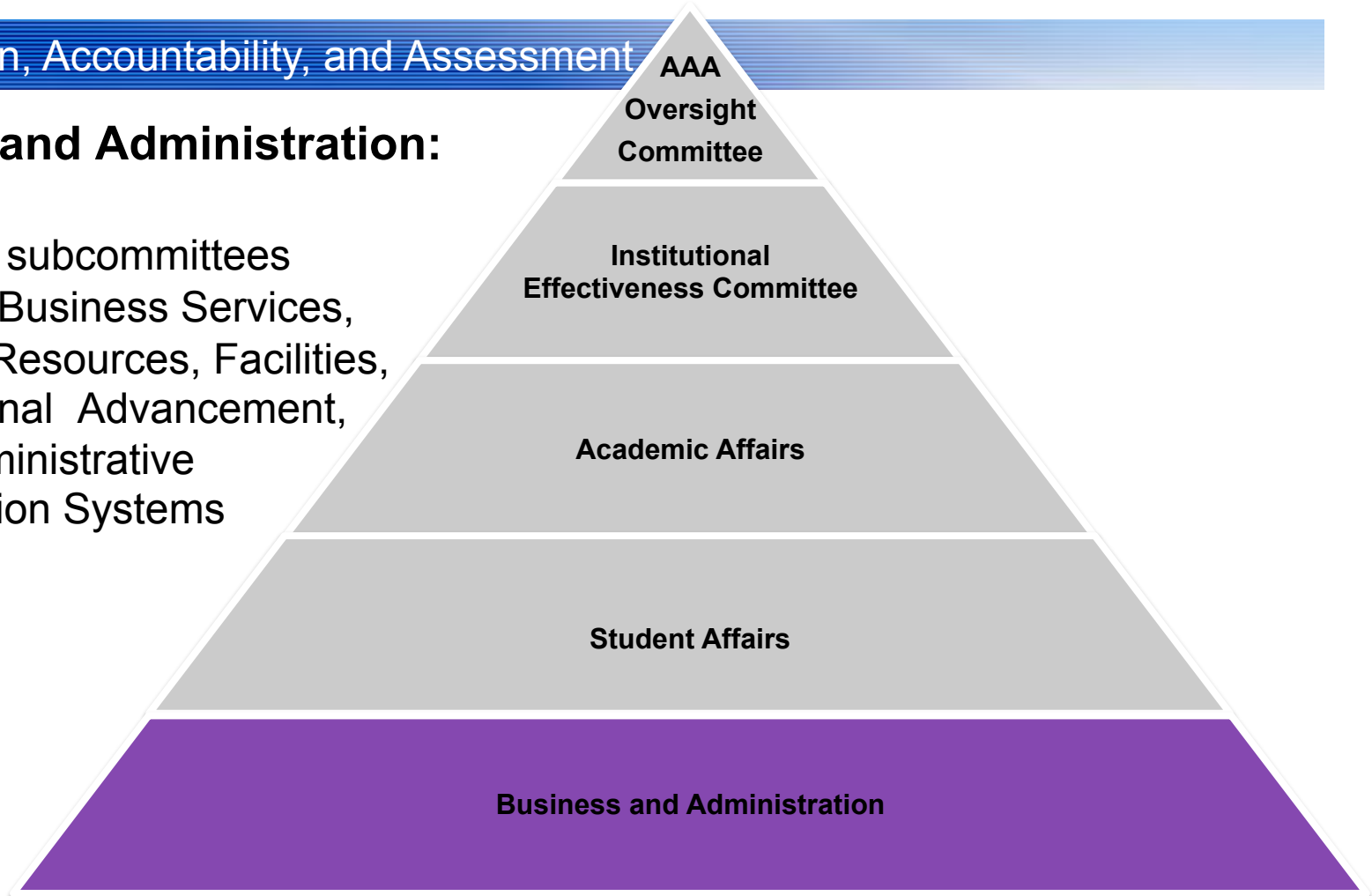


# AAA Committee Structure

Accreditation, Accountability, and Assessment

## Business and Administration:

- Working subcommittees include: Business Services, Human Resources, Facilities, Institutional Advancement, and Administrative Information Systems (AIS)





# Summary

## Accreditation, Accountability, and Assessment

- The new AAA structure will
  - ensure a *focus* on student learning and accountability
  - fully *integrate* faculty, staff, and students within institutional processes
  - *position* SPC at the forefront of various national discussions concerning student learning outcomes
  - provide a structure to *demonstrate* the impact SPC has on student learning



# Next Steps

## Accreditation, Accountability, and Assessment

- Enhance operating budget commitment to AAA
- Realign research, data, and information systems
- Refine/Realign existing committee structures
- Share proposed AAA committee structure with faculty through campus visits

# Board of Trustees


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*Overview of the New Accreditation,  
Accountability, and Assessment  
Committee Structure*

November 2010

November 16, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College  
**FROM:** William D. Law, Jr., President   
**SUBJECT:** TW Telecom, Inc.—Internet and Network Services

**Authorization is sought to enter into an eight-month Agreement with TW Telecom, Inc. to provide internet and wide area network services to the College through June 30, 2011.** The total cost for the services covered by this Agreement, which include some but not all internet services, will be approximately \$211,200 for the entire eight-month period (plus or minus \$3,000 depending on utilization and fees). This represents the same costs that St. Petersburg College has paid for the previous three-year contract that ends November 2010. This short-term Agreement will allow the College to continue existing service and provide additional time to pursue due diligence and competitive quotes for new services that would begin at the end of this Agreement. Additionally, this extension through June 30, 2011 will allow the College to coordinate any changes to costs for these network services into the 2011-2012 fiscal year budget planning process.

**Background:**

The current provider of internet and wide area network services for the College is TW Telecom, Inc. TW Telecom was selected as the primary provider of SPC internet and wide area network services in November 2007.

Internet services include access to and from the public internet for SPC students, staff and faculty. Wide Area Network services include all of the data network services that connect all SPC campuses together into one data communications network.

Syd McKenzie, General Counsel; Doug Duncan, Senior Vice President, Administrative/Business Services & Information Technology; and David Creamer, Director, Network Systems & TV Operations, recommend approval.

dc:dsd1102104

November 16, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President 

**SUBJECT:** Florida Department of Health – Division of Emergency Medical Operations

**Confirmation is sought to accept a grant award for a proposal that was submitted, subject to Board of Trustees' approval, to the Florida Department of Health, Division of Emergency Medical Operations, to receive \$120,000 to develop an Online Alternative Medical Treatment Site Training Module (AMTS) for a one-year period from date of execution.** The goal of the AMTS project is to develop a two-hour training module for Alternative Medical Treatment Sites. In the event of a major disaster, Medical Treatment Sites would serve as interim treatment facilities that will effectively bridge the gap between a disaster scene and the hospital or doctor's office within a community threatened by the spread of pandemic diseases.

By developing and making available the proposed AMTS two-hour training module on the Internet via a web-based server, SPC is confident that user access to this module would grow exponentially due to the convenience of 24/7 access to health care professionals including hospital emergency personnel, emergency management personnel, first responders and affiliated healthcare organizations. Furthermore, SPC understands that the benefits, operations and utilization of the AMTS module is one of the solutions that will play a critical role in meeting our community healthcare delivery system training needs. This training for health care professionals to understand the AMTS system will simultaneously expand the capacity of our local healthcare delivery system while meeting the most critical needs that must be addressed in order to handle medical surge requirements in the event of a disaster.

The awarded funds will be used to pay salaries and fringe benefits as well as other expenditures including travel, supplies, consulting services, and other costs. See Information Summary for additional information.

Syd McKenzie, General Counsel; Stan Vittetoe, Vice President for Workforce and Continuing Education; and Denise Kerwin, Director, CE Health, recommend approval.

Attachment

dk1108105

**BOT/CABINET INFORMATION SUMMARY  
GRANTS/RESTRICTED FUNDS CONTRACTS**

**Date of BOT Meeting:** November 16, 2010

**Funding Agency or Organization:** Florida Department of Health, Division of  
Emergency Medical Operations

**Name of Competition/Project:** Online Alternative Medical Treatment Site  
Training Module (AMTS)

**SPC Application or Sub-Contract:** SPC Application

**Grant/Contract Time Period:** **Start:** Upon Execution      **End:** 1 year

**Cabinet Member:** Stan Vittetoe

**Manager:** Denise Kerwin

**Focus of Proposal:** St. Petersburg College will use its grant of \$120,000 to develop a two-hour training module for Alternative Medical Treatment Sites (AMTS). In the event of a major disaster, Medical Treatment Sites (AMTS) would serve as interim treatment facilities that will effectively bridge the gap between a disaster scene and the hospital or doctor’s office within a community threatened by the spread of pandemic diseases.

The cost for the initial project from date of “go live” for one year will be \$120,000. The cost (anticipated at 2,000 students annually) is \$60.00 per student. Including SPC’s in-kind contribution, the cost is \$63.37 per student. The cost to continue the course as developed at the time it is initially made “live” online will be \$53,352 annually to exceed a period of no more than two years. The cost (anticipated at 2,000 students annually) is \$26.68 per student. The breakdown of the cost is included in Year 2 and Year 3.

**Budget for Proposal:** (Only Major categories—This is an estimated budget description based on expected funding and services. Specific budget categories may vary as the funding amount and/or services change.)

Personnel	\$ 12,500
Fringe Benefits	\$ 4,500
Travel	\$ 3,000
Supplies	\$ 1,600
Consulting Services	\$ 73,128
Other Costs (tuition)	<u>\$ 32,000</u>
 Total Budget	 \$ 126,728

**Funding:**

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)

\$126,728

Total amount from funder:

\$120,000

Amount/value of match:

Cash: N/A  
In-kind: \$6,728

Required match or cost sharing:

No  Yes

Voluntary match or cost sharing:

No Yes

Source of match/cost sharing:

SPC - \$6,728

**Recoverable benefits beyond grant focus (above):**

Negotiated indirect cost	N/A
(Fixed) administrative fee	N/A
Software/material	N/A
Equipment	N/A
Services	N/A
Staff Training	N/A
FTE	N/A
Other	N/A

**College Goals and Institutional Initiatives Addressed:**

College Goal:

III. Promote the community's economic and cultural development with noncredit programs, continuing education lifelong learning, and targeted partnerships and leadership initiatives.

Institutional Initiative(s):


1. Expand outreach to new students and business clientele for the use of Non-Credit Continuing Education Programs, including the Collaborative Labs, with the goal of making them financially self-sustaining.



November 16, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President 

**SUBJECT:** U.S. Department of Homeland Security—Florida Department of Education—  
2011 State Homeland Security Program

**Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the U.S. Department of Homeland Security, to receive grant funding in the amount of \$19,000.** The grant, which is administered by the Florida Department of Education, will allow the College to purchase radio equipment to be used on various sites. **Permission is also sought to accept funding and to enter into any necessary agreements, if awarded.**

Specifically, the College will use grant funds to purchase 20 UHF radios, two repeaters and one additional 800 mega-hertz radio. The UHF radios are an important component of the College's incident response capabilities on all campuses. Numerous tabletop exercises as well as direct feedback from Provosts and Associate Provosts identified the need for additional UHF radios for College incident responders as part of the campus incident response plans. Therefore, each campus will receive two UHF radios and the remaining will replace old and worn out equipment. The radios will be assigned to the Campus Incident Commander (usually the Provosts) and to the Campus Incident Operations Responder (usually the Associate Provost), or their designees. These radios will enhance the campus and the College's response to emergency situations.

Also being requested are funds for 2 UHF repeaters to be installed at the Allstate Center and the Downtown Center. These are the only SPC sites whose radio communications are not supplemented through a repeater. The repeater should improve radio communications by alleviating transmission "dead zones" and thus enhance emergency responses at these sites.

Included in the grant application are funds for an 800 mega-hertz radio. This additional unit will provide the College Incident Commander communication ability with all site security responders, as well as local public safety personnel involved in a campus emergency. The 800 mega-hertz radio system provides College personnel the inter-operable communications the Regional Domestic Security Task Force and Homeland Security have been striving for. This grant will help the College efficiently and effectively respond during an emergency thus improving student, staff and faculty's well-being.

Syd McKenzie, General Counsel; Susan Reiter, Vice President, Facilities Planning and Institutional Services; and Dan Barto, Director of Collegewide Security Services, recommend approval.

Attachment

dpb1108106

**BOT/CABINET INFORMATION SUMMARY  
GRANTS/RESTRICTED FUNDS CONTRACTS**

**Date of BOT Meeting:** November 16, 2010

**Funding Agency or Organization:** U.S. Department of Homeland Security—  
Florida Department of Education

**Name of Competition/Project:** 2011 State Homeland Security Program  
Grant

**SPC Application or Sub-Contract:** Subcontract

**Grant/Contract Time Period:** **Start:** 8/1/11 **End:** 7/31/13

**Cabinet Member:** Susan Reiter

**Manager:** Dan Barto

**Focus of Proposal:** St. Petersburg College is requesting \$19,000 in 2011 Homeland Security grant funds to purchase 20 UHF radios, two repeaters and one additional 800 mega-hertz radio. The UHF radios are an important component of the College's incident response capabilities on all campuses. The radios will be assigned to the Campus Incident Commander (usually the Provosts) and to the Campus Incident Operations Responder (usually the Associate Provost), or their designees. These radios will enhance the campus and the College's response to emergency situations.

Also being requested are funds for 2 UHF repeaters to be installed at the Allstate Center and the Downtown Center. These are the only SPC sites whose radio communications are not supplemented through a repeater.

Included in the grant application are funds for an 800 mega-hertz radio. College security supervisors are in the process of being equipped with 800 mega-hertz radios. This additional 800 mega-hertz radio unit will provide the College Incident Commander communication ability with all site security responders, as well as local public safety personnel involved in a campus emergency.

**Budget for Proposal:** (Only Major categories—This is an estimated budget description based on expected funding and services. Specific budget categories may vary as the funding amount and/or services change.)

20 UHF Radios	\$ 7,000
2 UHF Repeaters	\$ 8,000
800 Mega-hertz Radio	<u>\$ 4,000</u>
Total Budget	\$ 19,000

**Funding:**

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)

\$19,000

Total amount from funder:

\$19,000

Amount/value of match:

Cash: N/A

In-kind: N/A

Required match or cost sharing:

No  Yes

Voluntary match or cost sharing:

No  Yes

Source of match/cost sharing:

N/A

**Recoverable benefits beyond grant focus (above):**

Negotiated indirect cost

N/A

(Fixed) administrative fee

N/A

Software/material

N/A

Equipment

Yes

Services

Yes

Staff Training

N/A

FTE

N/A

Other

N/A

**College Goals and Institutional Initiatives Addressed:**

College Goal:

VIII. Build/Acquire and maintain a high-quality infrastructure, including technology, facilities, and equipment, to meet student and community needs.


Institutional Initiative(s):

6. Continue to provide a safe, secure and sustainable environment to enhance the delivery of college programs and services.

November 16, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President 

**SUBJECT:** City of Clearwater Human Trafficking Investigation Training

**Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the City of Clearwater to provide Human Trafficking Investigation Training.** The Florida Regional Community Policing Institute, part of SPC's Center for Public Safety Innovation, will provide training in conjunction with the City of Clearwater Police Department. **Permission is also sought to accept funding for this proposal and enter into any agreements and subcontracts, as necessary.**

Funds from this contract shall be used to coordinate and implement five training sessions. Sessions will include one Advanced Human Trafficking Investigation training, two Introduction to Human Trafficking Investigation trainings, and two Many Faces of Human Trafficking trainings.

The period of performance is anticipated to commence on November 4, 2010 and end approximately September 30, 2011. The total project budget is \$10,000. See attached Information Summary for additional information.

Syd McKenzie, General Counsel; James C. Brock, Campus Executive Officer, Allstate Center; and Eileen LaHaie, Executive Director, Center for Public Safety Innovation, recommend approval.

Attachment

e11109106

**BOT/CABINET INFORMATION SUMMARY  
GRANTS/RESTRICTED FUNDS CONTRACTS**

**Date of BOT Meeting:** November 16, 2010

**Funding Agency or Organization:** City of Clearwater

**Name of Competition/Project:** Human Trafficking Investigation Training

**SPC Application or Sub-Contract:** SPC Application

**Grant/Contract Time Period:** **Start:** 11/4/10 **End:** 9/30/11

**Cabinet Member:** James C. Brock

**Manager:** Eileen LaHaie

**Focus of Proposal:** St. Petersburg College’s Center for Public Safety Innovation, Florida Regional Community Policing Institute submitted a cost proposal to the City of Clearwater to coordinate and implement five training sessions. Sessions will include one Advanced Human Trafficking Investigation training, two Introduction to Human Trafficking Investigation trainings, and two Many Faces of Human Trafficking trainings.

**Budget for Proposal:** (Only Major categories—This is an estimated budget description based on expected funding and services. Specific budget categories may vary as the funding amount and/or services change.)

Personnel & Benefits	\$ 1,522
Travel	\$ 572
Consultants	\$ 6,750
Direct Costs	\$ 656
Subcontracts	\$
Administrative Fee	<u>\$ 500</u>
Total Budget	\$10,000

**Funding:**

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)

\$10,000

Total amount from funder:

\$10,000

Amount/value of match:

Cash: N/A  
In-kind: N/A

Required match or cost sharing:

No X Yes

Voluntary match or cost sharing:	No	X	Yes
Source of match/cost sharing:	N/A		

Recoverable benefits beyond grant focus (above):

Negotiated indirect cost	N/A
(Fixed) administrative fee	\$500
Software/material	N/A
Equipment	N/A
Services	N/A
Staff Training	N/A
FTE	N/A
Other	N/A

College Goals and Institutional Initiatives Addressed:


College Goal:	III. Promote the community’s economic and cultural development with noncredit programs, continuing education lifelong learning, and targeted partnerships and leadership initiatives.
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Institutional Initiative(s):	3. Continue to promote SPC as a cultural center of the community through development of new partnerships and initiatives.
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November 16, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President 

**SUBJECT:** Amendment #2 to the Lease Agreement between St. Petersburg College and St. Petersburg Pier Aquarium, Inc., for a Lease of Office Space at the Downtown Center

On December 16, 2008, the Board approved a lease agreement between St. Petersburg College and the St. Petersburg Pier Aquarium, Inc., and on December 15, 2009, the Board approved Amendment #1 extending the lease agreement to December 31, 2010. Amendment #2 will extend this lease agreement for an additional one (1) year term for the same terms and conditions of the original agreement. The lease rate will remain at \$10.00 per square foot per year for a total annual lease amount of \$4,500.00 (450 square feet x \$10.00 per square foot) and shall run from January 1, 2011 through December 31, 2011.

The lease agreement amendment is being provided to the Board as required by Florida Statutes, Chapter 1013.15 Lease, rental, and lease-purchase of educational facilities and sites, Section (1):

Prior to entering into or executing any such lease, a board shall consider approval of the lease or lease-purchase agreement at a public meeting, at which a copy of the proposed agreement in its final form shall be available for inspection and review by the public, after due notice as required by law.

**Authorization is requested to execute Amendment #2, which extends the lease agreement between St. Petersburg College and St. Petersburg Pier Aquarium, Inc., for an additional one (1) year term.**

Doug Duncan, Senior Vice President, Administrative/Business Services and Information Technology; and Susan Reiter, Vice President, Facilities Planning and Institutional Services, recommend approval.

Attachment

mdc1103103

**SECOND AMENDMENT TO  
LEASE AGREEMENT  
ST. PETERSBURG COLLEGE AND  
PIER AQUARIUM, INC.**

**THIS SECOND AMENDMENT** is entered into by and between the Board of Trustees of St. Petersburg College, a Florida public body corporate, whose mailing address is P.O. Box 13489, St. Petersburg, Florida 33733, (hereinafter, the “College”) and Pier Aquarium, Inc., a Florida non-profit corporation, whose mailing address is 800 Second Avenue Northeast Suite 2001, St. Petersburg, FL, 33701-3503 (hereinafter, the “Aquarium”)

WITNESSETH:

**WHEREAS**, the College and the Aquarium did enter into that certain Lease Agreement dated December 17, 2008 whereby the College leased to the Aquarium a portion of the College’s premises located at the College’s Downtown Center, 244 2<sup>nd</sup> Ave N., St. Petersburg, Florida, 33701 (the “Agreement”); as amended by that certain First Amendment executed by the College on December 15, 2009 (collectively hereinafter “the Agreement”); and

**WHEREAS**, unless otherwise specifically stated in this Second Amendment to the contrary, the terms and definitions used herein shall have the same meaning as set forth in the Agreement; and

**WHEREAS**, the Lease Term is set to expire on December 31, 2010; and

**WHEREAS**, the College and Aquarium desire to extend the Agreement for an additional one (1) year term beginning on January 1, 2011 and continuing through and until December 31, 2011 on such terms and conditions as are set forth in the Agreement;

**NOW, THEREFORE**, in consideration of the premises and one dollar and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties further agree as follows:

1. The recitals are true and correct and are incorporated herein by reference.
2. The Term of the Agreement shall be renewed for a period of one (1) year beginning on January 1, 2011 and continuing through and until December 31, 2011. The Base Rent for this renewal term shall remain the same as the Base Rent for the initial term at \$10.00 per square foot.

All other terms and conditions of the Agreement shall remain in full force and effect except as specifically modified herein. If any of the provisions of this Second Amendment conflict with any terms of the Agreement, the provisions of the Second Amendment shall govern and control.



**IN WITNESS WHEREUNTO** the parties set their hands and seals on the dates set forth below.

**COLLEGE:**

Witnesses as to the College:

By: \_\_\_\_\_  
Name: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_

Board of Trustees of St. Petersburg College

By: \_\_\_\_\_  
William D. Law, Jr., President  
and Secretary to the Board of  
Trustees of St. Petersburg  
College

Date: \_\_\_\_\_

**AQUARIUM:**

Witnesses as to the Aquarium:

By: \_\_\_\_\_  
Name: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_

Pier Aquarium, Inc.


By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: \_\_\_\_\_

Date: \_\_\_\_\_

November 16, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President 

**SUBJECT:** Amendment #2 to the Lease Agreement between St. Petersburg College and St. Petersburg Downtown Partnership, Inc., for a Lease of Office Space at the Downtown Center

On December 16, 2008, the Board approved a lease agreement between St. Petersburg College and the St. Petersburg Downtown Partnership, Inc., and on December 15, 2009, the Board approved Amendment #1 extending the lease agreement until December 31, 2010. Amendment #2 will extend this lease agreement for an additional one (1) year term for the same terms and conditions of the original agreement. The lease rate will remain at \$10.00 per square foot per year for a total annual lease amount of \$4,900.00 (490 square feet x \$10.00) and shall run from January 1, 2011 through December 31, 2011.

The lease agreement amendment is being provided to the Board as required by Florida Statutes, Chapter 1013.15 Lease, rental, and lease-purchase of educational facilities and sites, Section (1):

Prior to entering into or executing any such lease, a board shall consider approval of the lease or lease-purchase agreement at a public meeting, at which a copy of the proposed agreement in its final form shall be available for inspection and review by the public, after due notice as required by law.

**Authorization is requested to execute Amendment #2, which extends the lease agreement between St. Petersburg College and St. Petersburg Downtown Partnership, Inc., for an additional one (1) year term.**

Doug Duncan, Senior Vice President, Administrative/Business Services and Information Technology; and Susan Reiter, Vice President, Facilities Planning and Institutional Services, recommend approval.

Attachment

mdc1103103

**SECOND AMENDMENT TO  
LEASE AGREEMENT  
ST. PETERSBURG COLLEGE AND  
ST. PETERSBURG DOWNTOWN PARTNERSHIP, INC.**

**THIS SECOND AMENDMENT** is entered by and between the Board of Trustees of St. Petersburg College, a Florida public body corporate, whose mailing address is P.O. Box 13489, St. Petersburg, Florida 33733, (hereinafter, the “College”) and St. Petersburg Downtown Partnership, Inc., a Florida non-profit corporation, whose mailing address is 100 Second Avenue North, Suite 130, St. Petersburg, FL, 33701 (hereinafter, the “Downtown Partnership”).

WITNESSETH:

**WHEREAS**, the College and the Downtown Partnership did enter into that certain Lease Agreement dated December 17, 2008 whereby the College leased to the Downtown Partnership a portion of the College’s premises located at the College’s Downtown Center, 244 2<sup>nd</sup> Ave N., St. Petersburg, Florida, 33701 (the “Agreement”); as amended by that First Amendment executed by the College on or about December 15, 2009 (collectively hereinafter known as “ the Agreement”); and

**WHEREAS**, unless otherwise specifically stated in this Second Amendment to the contrary, the terms and definitions used herein shall have the same meaning as set forth in the Agreement; and

**WHEREAS**, the Lease Term is set to expire on December 31, 2010; and

**WHEREAS**, the College and Downtown Partnership desire to extend the Agreement for an additional one (1) year term beginning on January 1, 2011 and continuing through and until December 31, 2011 on such terms and conditions as are set forth in the Agreement;

**NOW, THEREFORE**, in consideration of the premises and one dollar and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties further agree as follows:

1. The recitals are true and correct and are incorporated herein by reference.
2. The Term of the Agreement shall be renewed for a period of one (1) year beginning on January 1, 2011 and continuing through and until December 31, 2011. The Base Rent for this renewal term shall remain the same as the Base Rent for the initial term at \$10.00 per square foot.

All other terms and conditions of the Agreement shall remain in full force and effect except as specifically modified herein. If any of the provisions of this Second

Amendment conflict with any terms of the Agreement, the provisions of the Second Amendment shall govern and control.

**IN WITNESS WHEREUNTO** the parties set their hands and seals on the dates set forth below.

**COLLEGE:**

Board of Trustees of St. Petersburg College

Witnesses as to the College:

By: \_\_\_\_\_

By: \_\_\_\_\_

William D. Law, Jr., President  
and Secretary to the Board of  
Trustees of St. Petersburg  
College

Name: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

**DOWNTOWN PARTNERSHIP:**

St. Petersburg Downtown Partnership, Inc.

Witnesses as to the Downtown  
Partnership:

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_


By: \_\_\_\_\_

Name: \_\_\_\_\_

November 16, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President 

**SUBJECT:** Selection Process of Architectural Services for Master Planning Collegewide

At its June 15, 2010 meeting, the Board of Trustees authorized the College to proceed with the selection of Architectural Firms to provide Master Planning Services Collegewide. A Request for Qualifications (RFQ) was developed and sixty-four (64) Architectural Firms requested information, of which seventeen (17) submitted responses to the RFQ. The selection committee reviewed the RFQs and short-listed eight (8) firms to interview with the intention of selecting a maximum of six firms.

On October 29, 2010, the selection committee met and observed the presentations and interviews for the eight (8) short-listed Architectural Firms. The committee is recommending the following four (4) firms to be utilized for the specific locations as outlined below for Master Planning Services Collegewide. The selection was based on the criteria established in the RFQ for the interview process.

FIRM		LOCATION(S)
1.	EMO Architects, Inc.	Tarpon Springs Campus, EpiCenter Site, Allstate Center, Fire Training Site
2.	Harvard Jolly Architecture	Clearwater Campus
3.	HKS Architects, Inc.	Seminole Campus, Health Education Center, Veterinary Technology Special Purpose Center
4.	Canerday, Belfsky + Arroyo Architects, Inc.	Midtown Site, Downtown Center, Palladium Site, St. Petersburg/Gibbs Campus, Bay Pines Site

The selection committee consists of James Pedicone, Project Coordinator; Jim Waechter, Director, Facilities Services; Charm Callahan, Interior Designer; Vivian DeRussy, Interior Designer; Bea Steele, Facilities Planner and Project Specialist; Michael Carter, Director, Design and Construction; Conferlete Carney, Provost, Tarpon Springs Campus; Neil Keith, Counselor, Student Support Services, St. Petersburg/Gibbs Campus; Nicolle Panuthos, Academic Department Chair, Business Technologies, Seminole Campus; Stan Vittetoe, Provost, Clearwater Campus; and Yvonne Ulmer, Executive Officer, Downtown Center.

The Facilities Planning and Institutional Services staff will work with the Provosts, Executive Officers and staff of each campus, center or site to develop a Master Plan process and criteria for their respective campus, center and site. The final Master Plans for each site will be brought to the Board for review and approval (tentatively scheduled for summer 2011).

**Authorization is requested to approve the selection, ranking and assignments of the Architectural Firms as recommended by Susan Reiter, Vice President of Facilities Planning & Institutional Services; to proceed with contract negotiations and project assignments with the top four (4) ranked firms as recommended; and to issue all purchase orders for Master Planning Services Collegewide.**


Doug Duncan, Senior Vice President, Administrative/Business Services and Information Technology; and Susan Reiter, Vice President, Facilities Planning and Institutional Services, recommend approval.

mdc1103103

November 16, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President 

**SUBJECT:** Review of Schematic Design Documents (Phase I) and Preliminary Guaranteed Maximum Price (GMP), Project 1707-L-10-2, Construct New Ethics and Social Science Building, Clearwater Campus (Building 35)

Harvard Jolly Architecture, Inc., in conjunction with A.D. Morgan Corporation, the Construction Manager at Risk, and College staff, has completed the Schematic Design Documents (Phase I) for Project 1707-L-10-2, Construct New Ethics and Social Science Building, Clearwater Campus (Building 35). This design is based on the Educational Specifications that were developed by College staff and the User Advisory Committee.

This project will consist of a new three-story classroom building that will fully encompass the Teaching Auditorium at the Clearwater Campus while providing renovations and upgrades to the Teaching Auditorium. The details for this work are as follows:

- Demolish lobby and restrooms at the front of the Teaching Auditorium (replaced with new construction).
- Demolish storage and mechanical spaces at the back of the Teaching Auditorium (replaced with new construction).
- Upgrade the interior finishes, mechanical, electrical, fire protection and technology systems in the Teaching Auditorium (2,645 gross square feet).
- Build approximately 53,435 gross square feet of new three-story classroom building around the Teaching Auditorium including the following spaces.

2	60 Student Station Classrooms
13	40 Student Station Classrooms
1	36 Student Station Educational Lab/Classroom
4	30 Student Station Classrooms
2	24 Student Station Classrooms
16	Faculty /Staff Offices
6	Adjunct Office Spaces
1	Pre-function Lobby Space for Existing Auditorium
1	Student Lounge and Gathering Spaces (Approximately 6,500 Square Feet)
1	Food Service Space (Not including kitchen equipment)

The Preliminary Guaranteed Maximum Price (GMP) for this project is \$10,565,643 or \$188.40 per square foot with a Total Project Budget of \$14,142,113. This GMP is subject to mandatory reviews for building codes, safety-to-life and the Americans with Disabilities Act (ADA).

The following reflects the anticipated funding sources and values based upon the current total project budget. Please note that these funding sources and values may vary during the course of the construction of the project.

Public Education Capital Outlay (PECO) Funds – Remodel/Renovate Social Science Building, Natural Science with Addition and Business Technology (includes \$2,711,111 from 2010/2011 Appropriation)	\$ 3,733,678
Student Capital Improvement Fee (SCIF) Bond Funds	\$ 8,320,367
Public Education Capital Outlay (PECO) Funds – General Renovate/Remodel, Roofs, HVAC, ADA, Utilities, Site Improvements, Collegewide (186)	\$ 438,113
Proceeds From Sale of Clearwater Gymnasium (Partial)	\$ 410,955
Student Capital Improvement Fee (SCIF) Funds	\$ 615,000
Capital Outlay and Debt Services (CO&DS) Funds	\$ 224,000
Capital Outlay and Debt Services (CO&DS) Bond	\$ 400,000
<b>Total Project Budget:</b>	<b>\$ 14,142,113</b>

These Schematic Design Documents (Phase I) and Preliminary Guaranteed Maximum Price (GMP) are presented today for your review and approval. The Schematic Design Documents (Phase I) have been reviewed by Dr. Stan O. Vittetoe, Provost, Clearwater Campus and Joseph Leopold, Academic Department Chair, Social Science, Clearwater Campus.

**Authorization is requested for the following:**

- **To approve the Schematic Design Documents (Phase I);**
- **To approve the Preliminary GMP of \$10,565,643 and to proceed with the Construction Documents subject to further refinements of the terms, conditions, and bidding, and to issue all necessary purchase orders.**

Doug Duncan, Senior Vice President, Administrative/Business Services and Information Technology; and Susan Reiter, Vice President, Facilities Planning and Institutional Services, recommend approval.

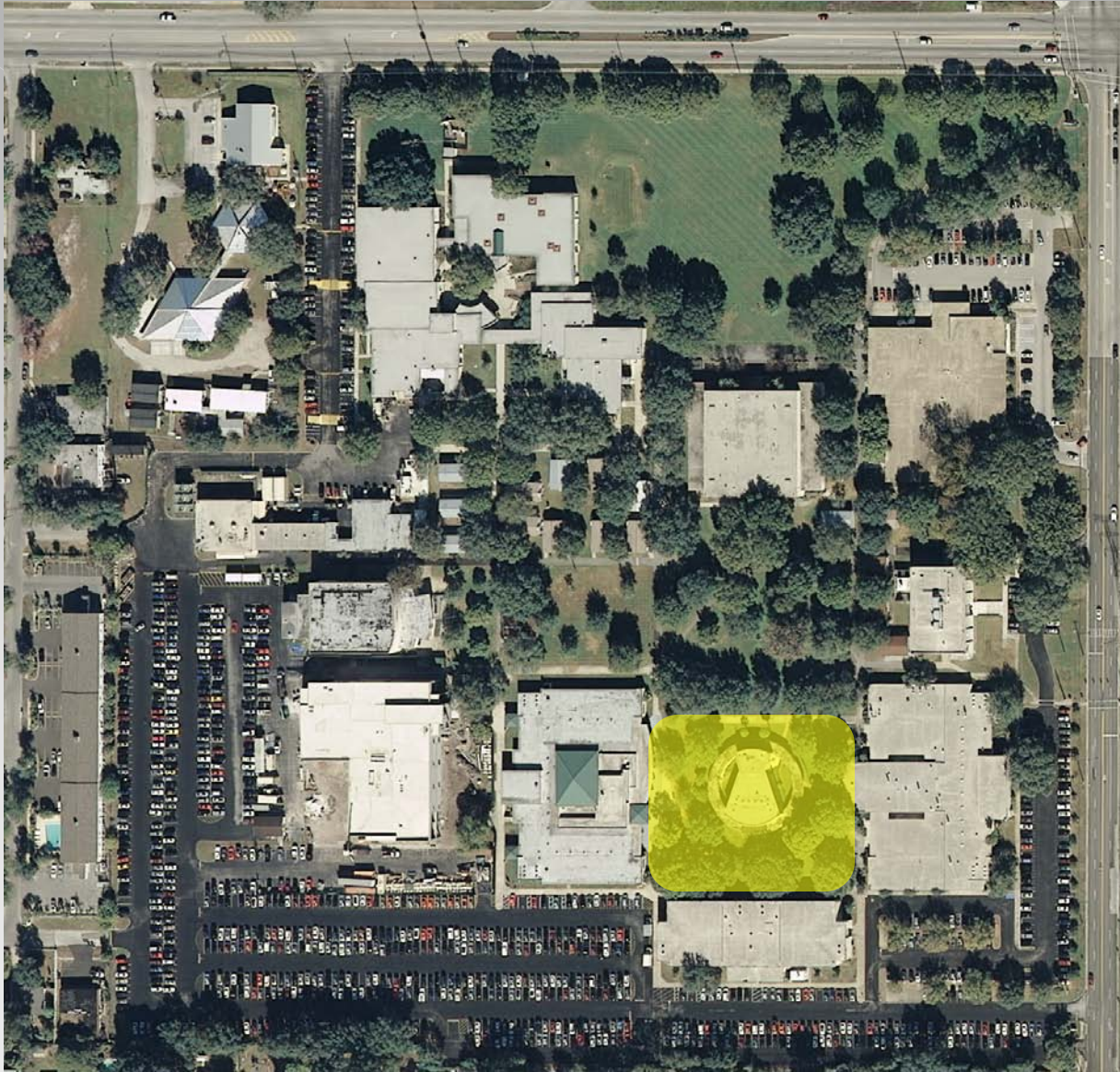
mdc1103102



## Agenda Item VII-E.4

Review of Schematic Design Documents  
(Phase I) and Preliminary Guaranteed  
Maximum Price (GMP), Project 1707-L-10-2,  
Construct New Ethics and Social Science  
Building, Clearwater Campus (Building 35)

# Clearwater Campus Aerial





# Partial Demolition of the TA

- Exterior Canopies
- North End
- Lobby & Restrooms
- Retain the existing auditorium in the center of the structure
- Remove 3 oak trees and 2 palm trees for the new building footprint

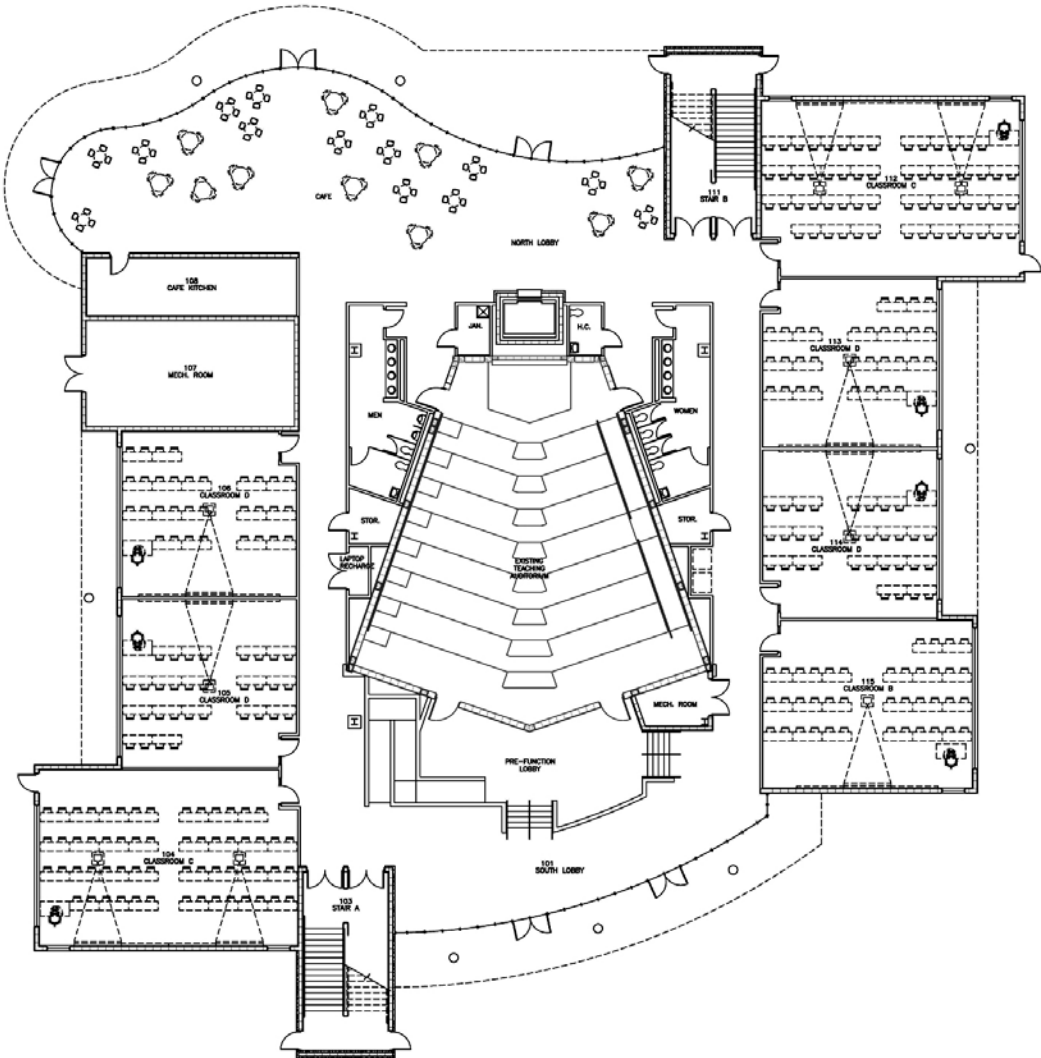


# What will be in the New Building?

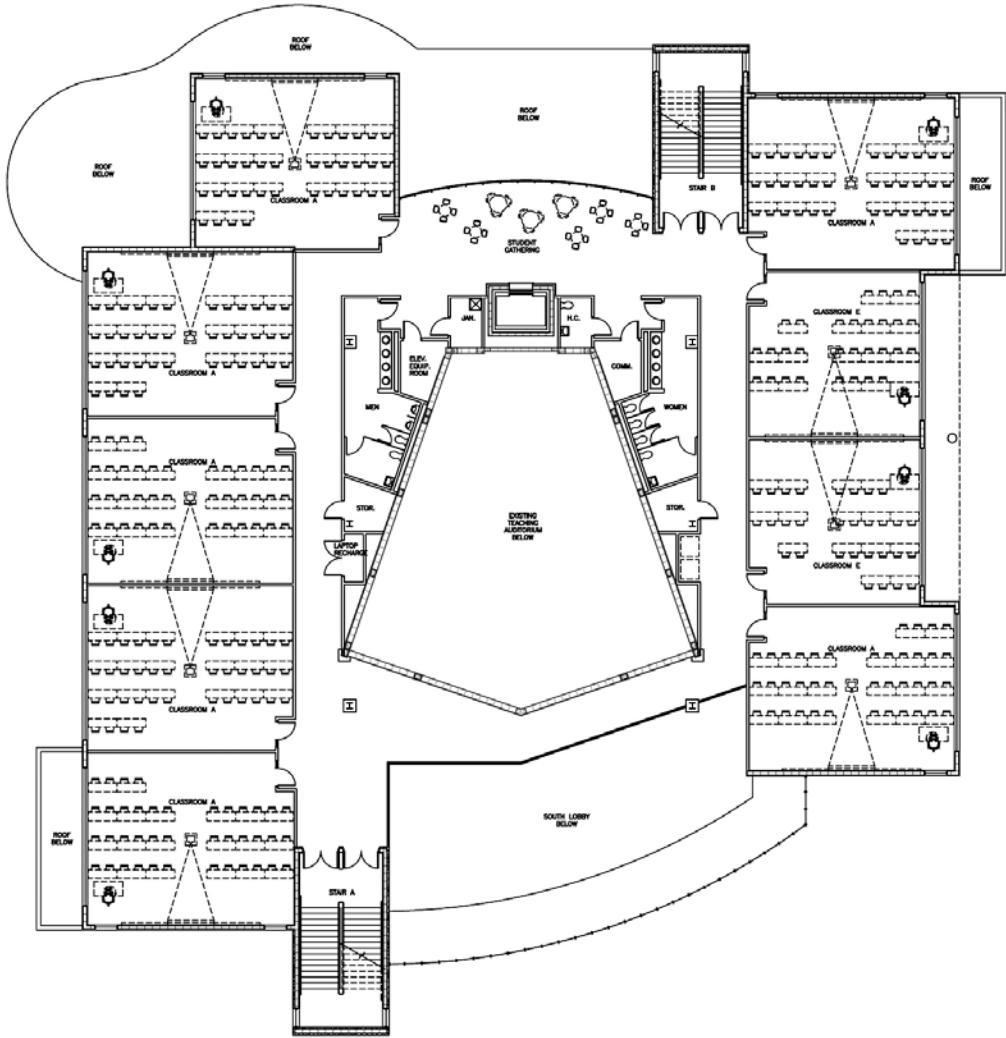
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- 2 - 60 Student Station Classrooms
- 13 - 40 Student Station Classrooms
- 1 - 36 Student Station Educational Lab/Classroom
- 4 - 30 Student Station Classrooms
- 2 - 24 Student Station Classrooms
- 16 - Faculty / Staff Offices
- 6 - Adjunct Office Spaces
- 1 - Pre-function Lobby Space for Existing Auditorium
- 1 - Student Lounge and Gathering Spaces (approximately 6,500 square feet)
- 1 - Food Service Space (not including kitchen equipment)

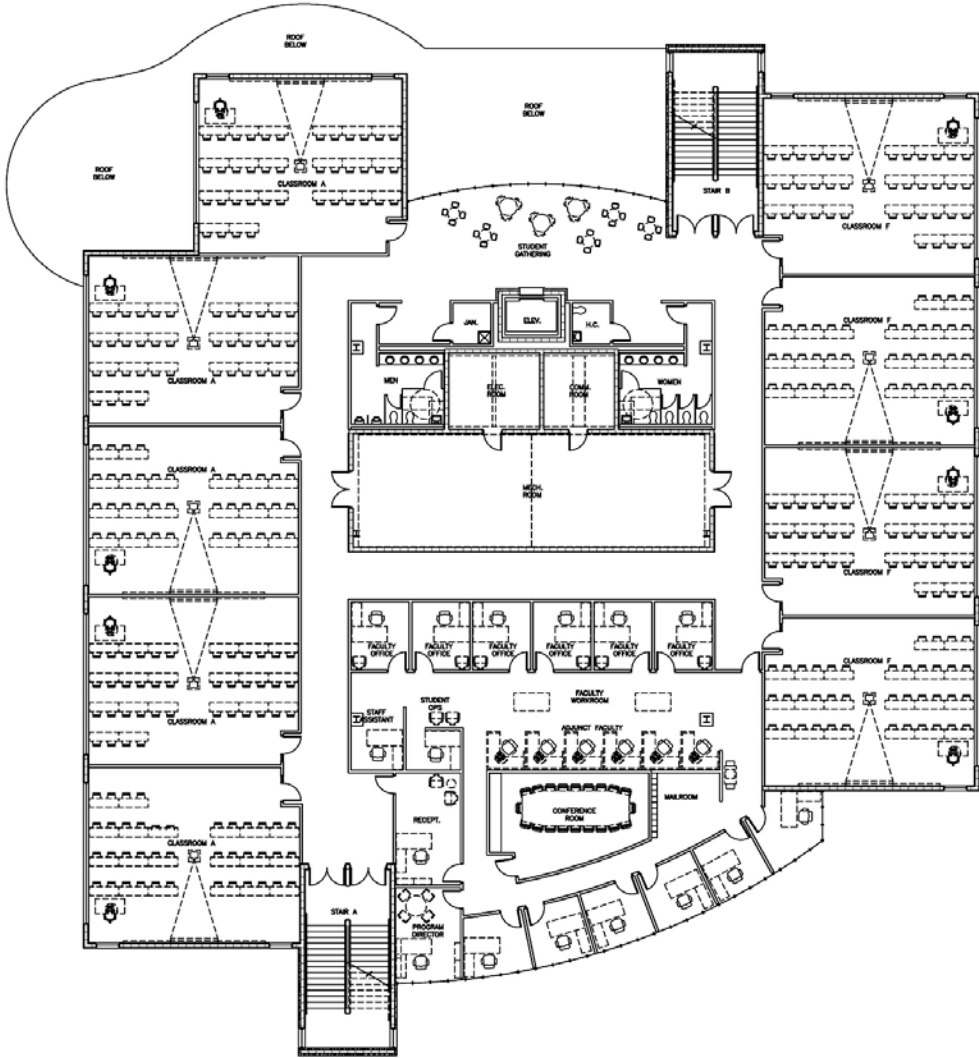
# First Floor



# Second Floor

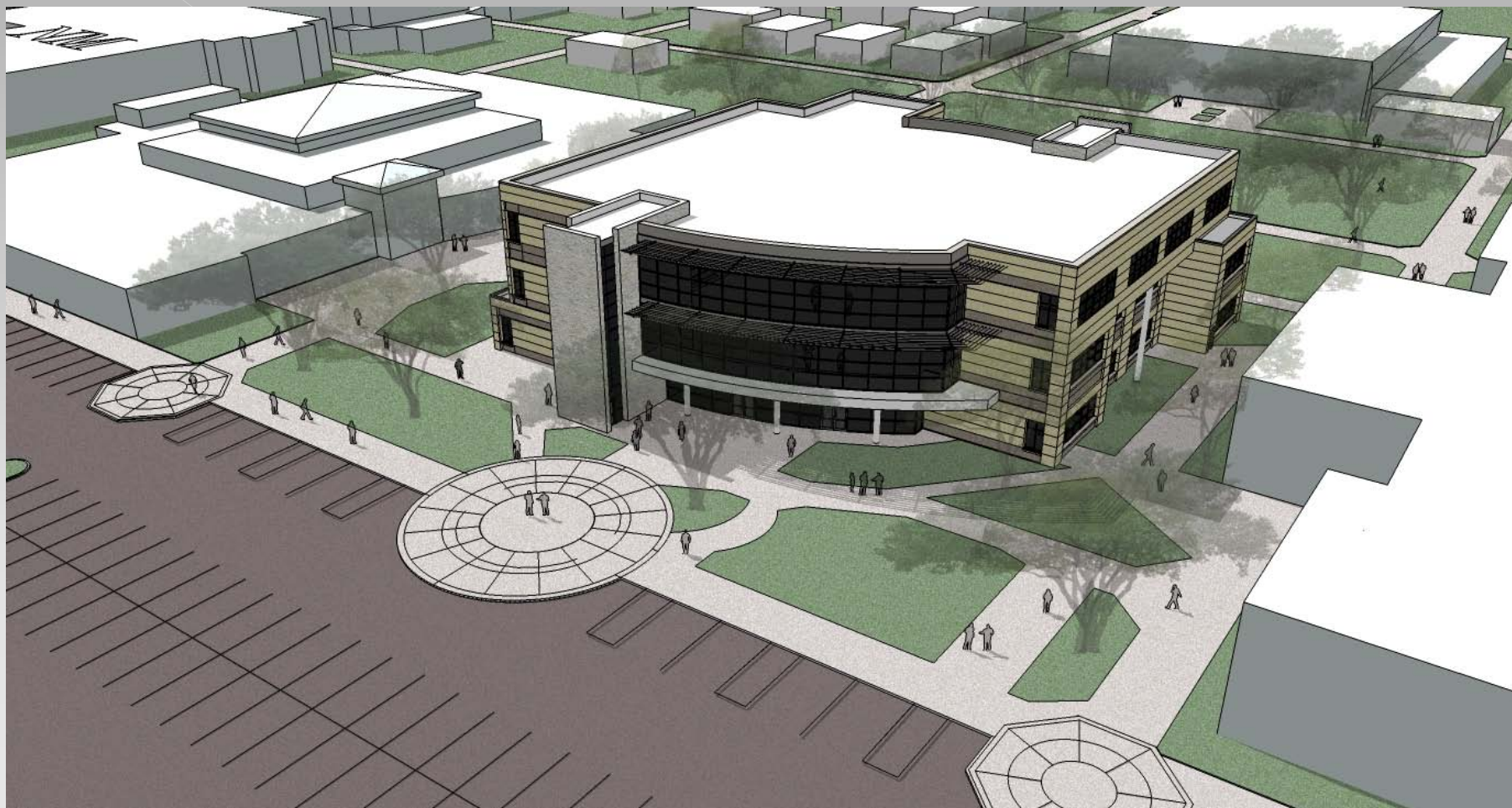


# Third Floor





# South View



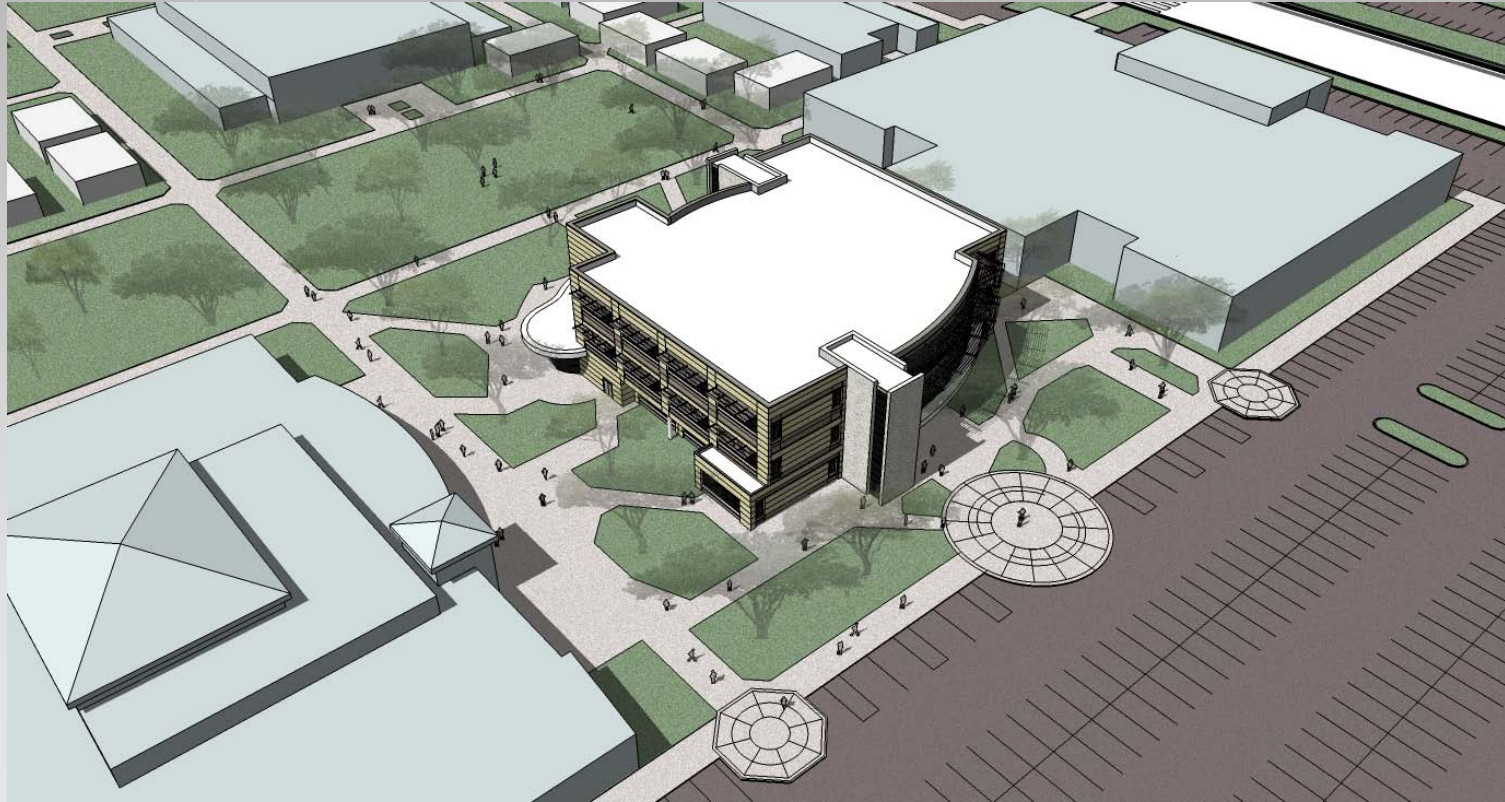


# North View From the Quad



# Aerial Fly Around of Building

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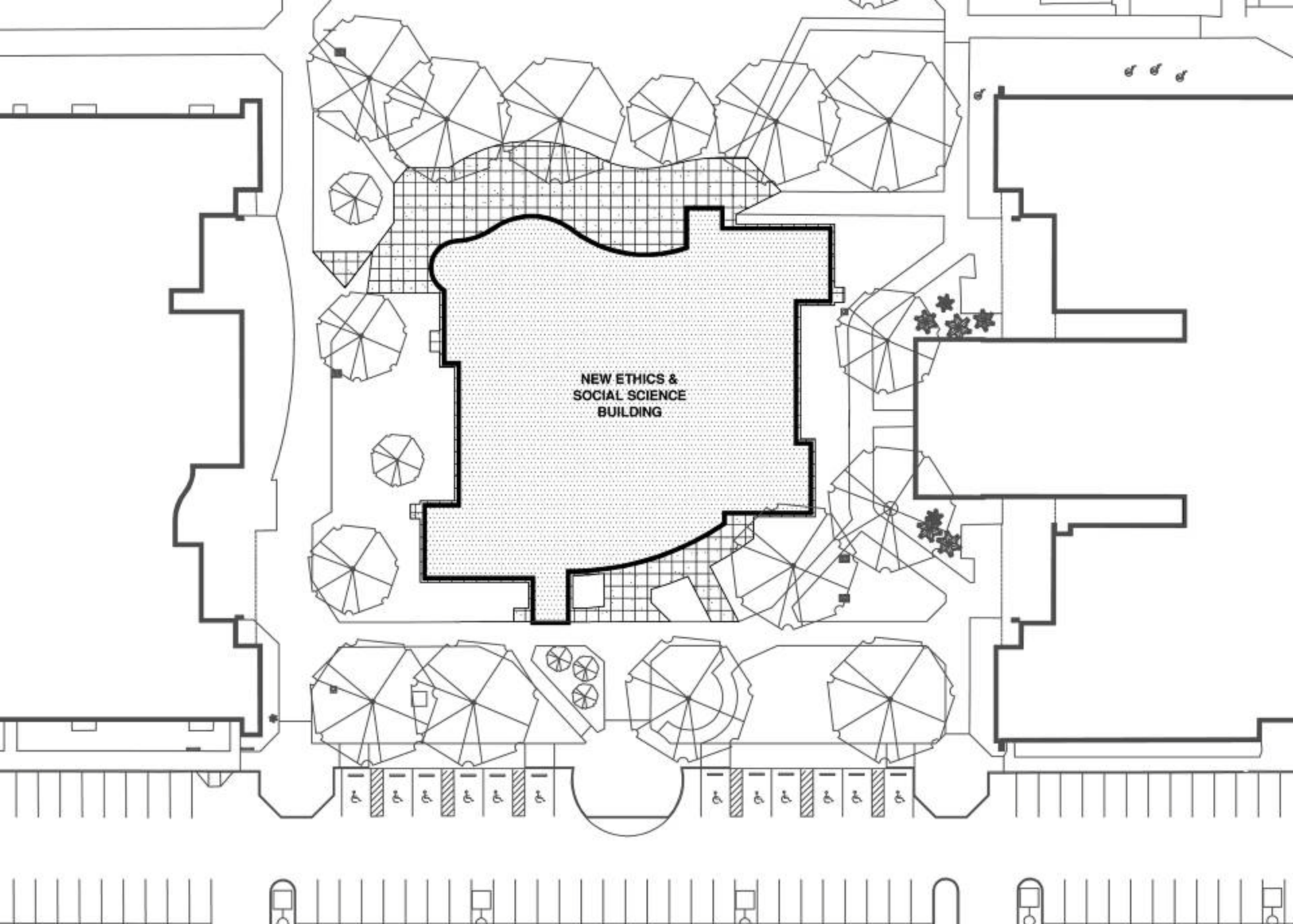


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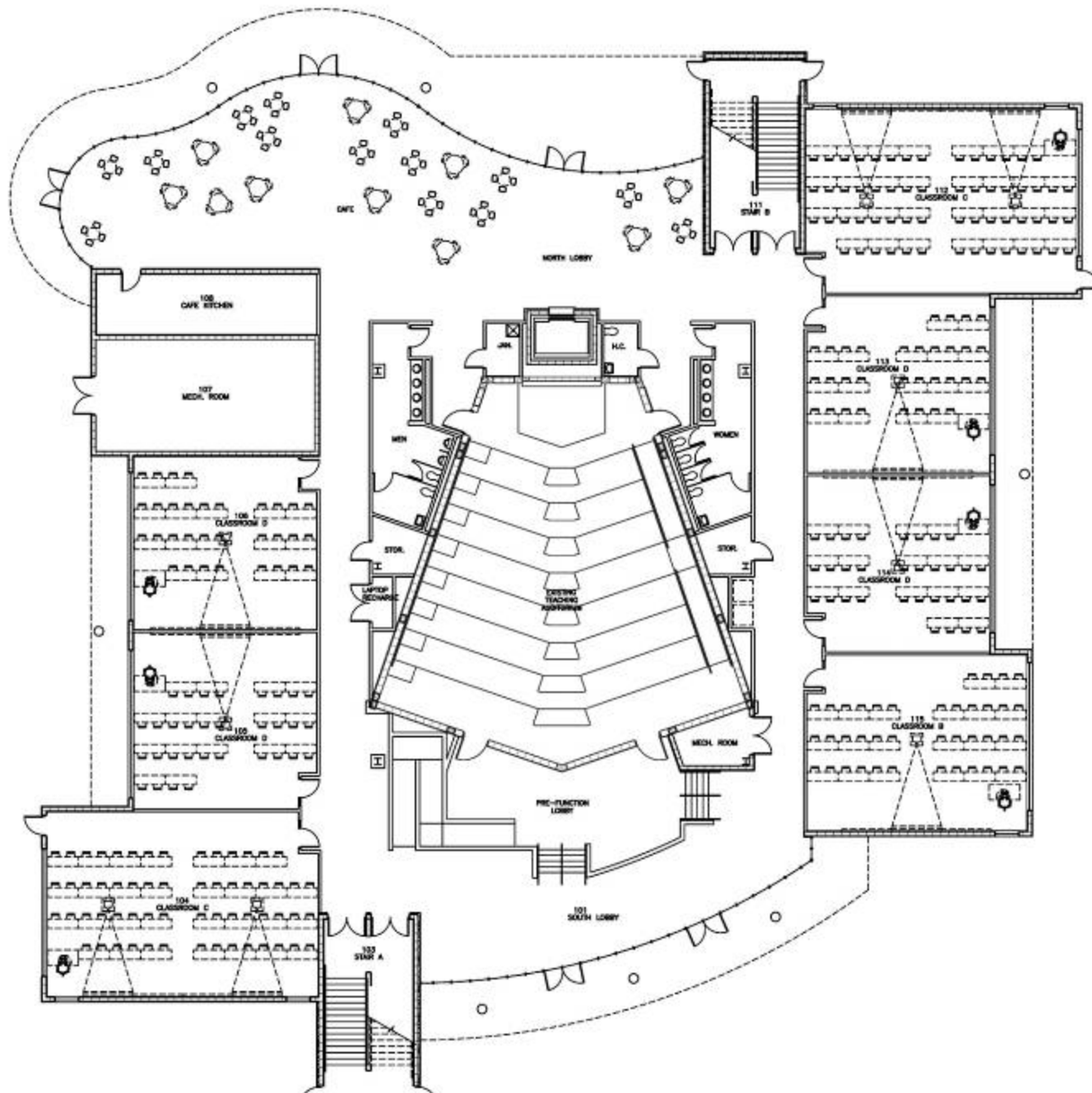


Questions?

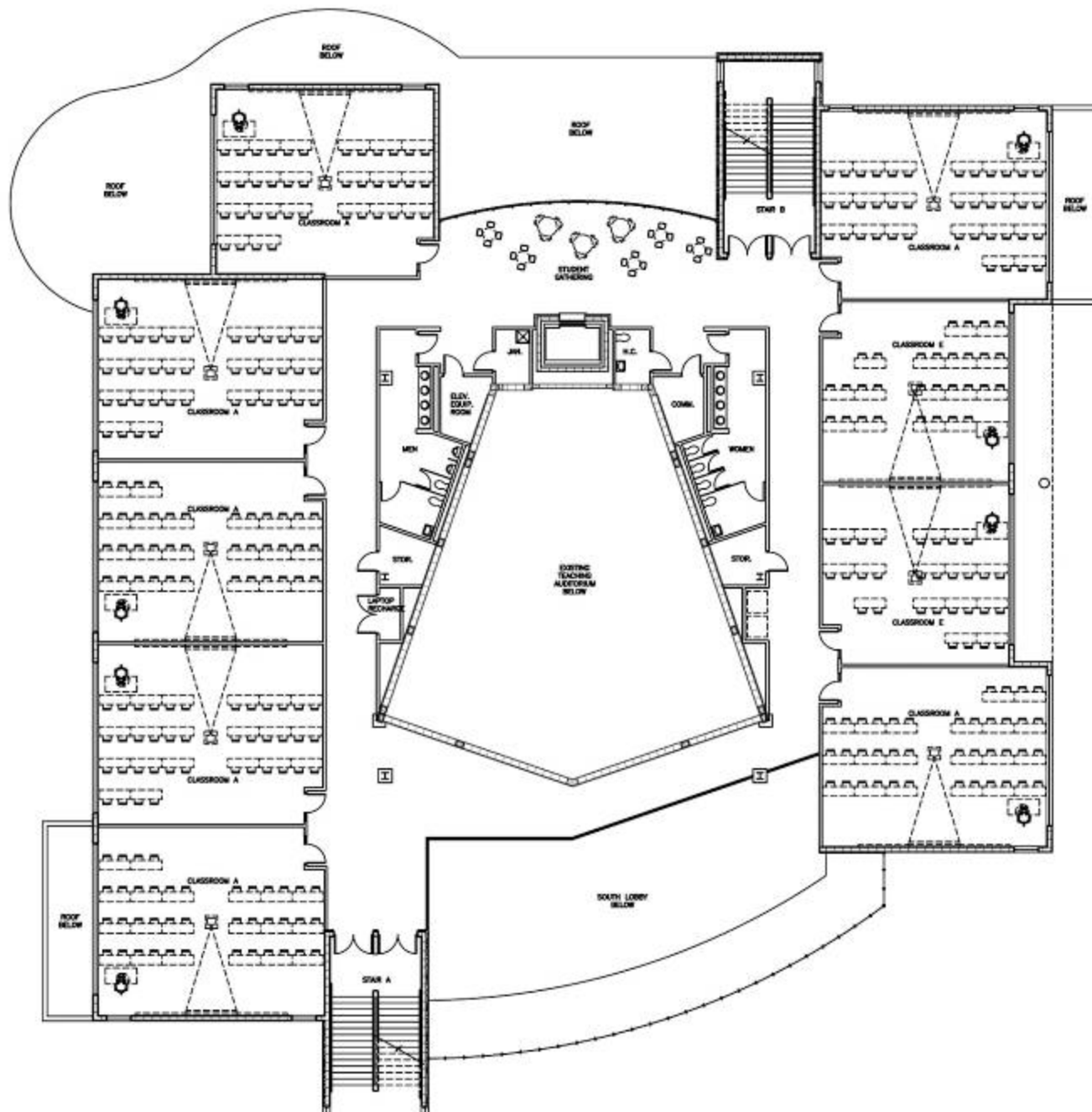




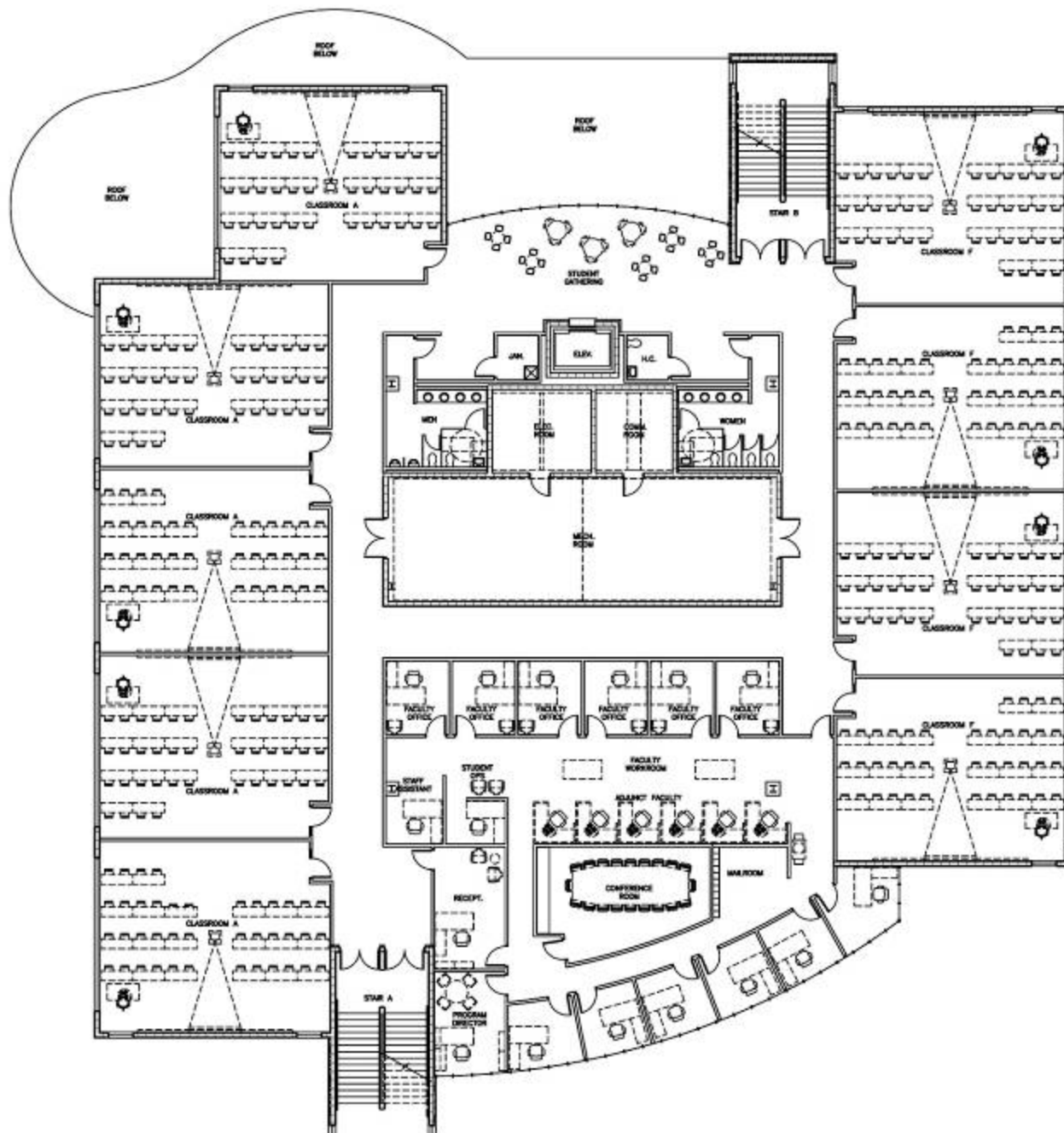
**SITE PLAN**



FIRST FLOOR PLAN



**SECOND FLOOR PLAN**



THIRD FLOOR PLAN















**HARVARD • JOLLY**

**ARCHITECTURE**

DESIGNING POSSIBILITIES  
SINCE 1938

# Ethics & Social Science Building



**EXTERIOR IMAGE STUDY – VIEW 5**





**HARVARD • JOLLY**

**ARCHITECTURE**

DESIGNING POSSIBILITIES  
SINCE 1938

# Ethics & Social Science Building

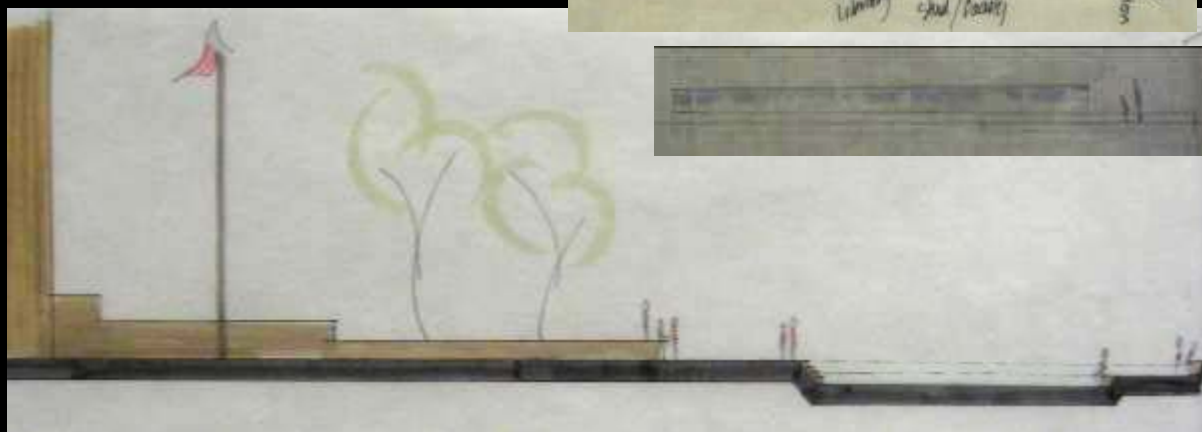
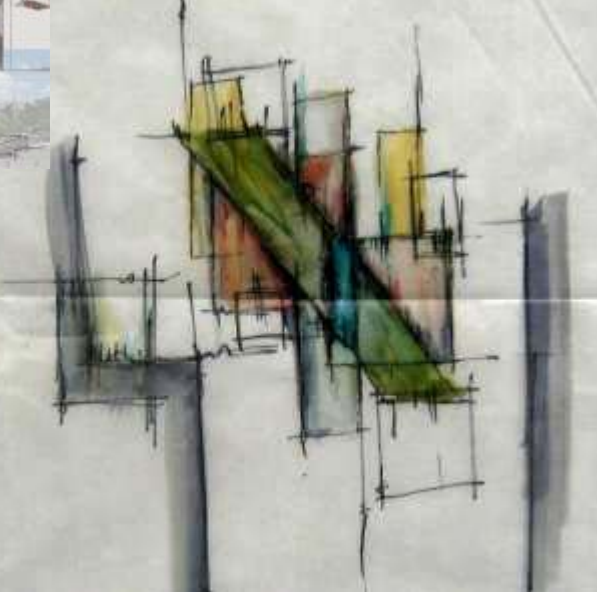
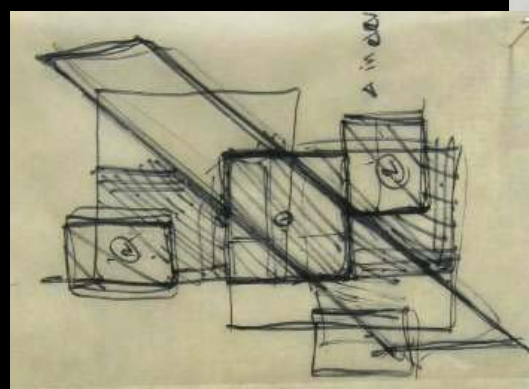
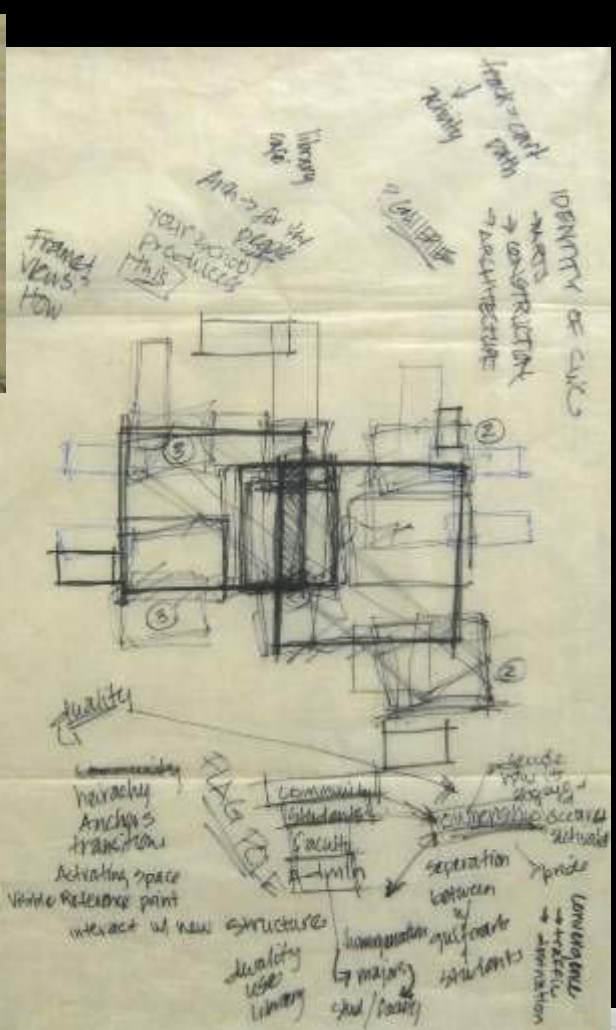
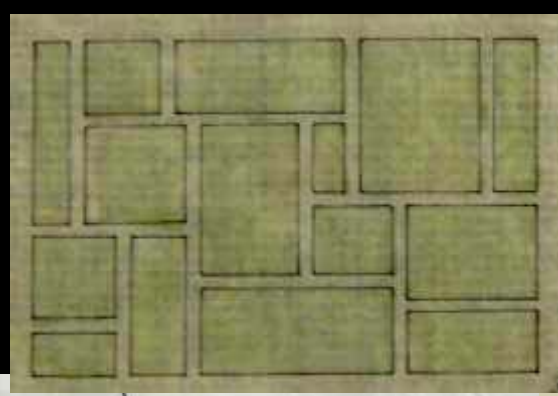
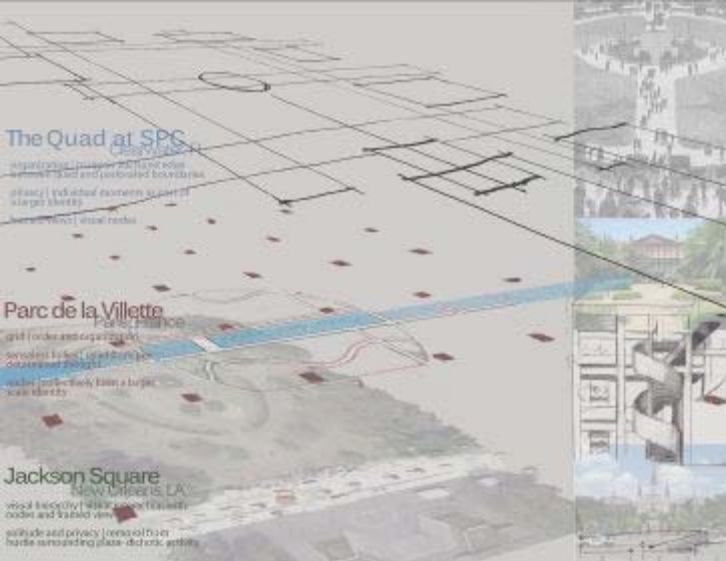


**EXTERIOR IMAGE STUDY – VIEW 7**





Student Design Charette Process



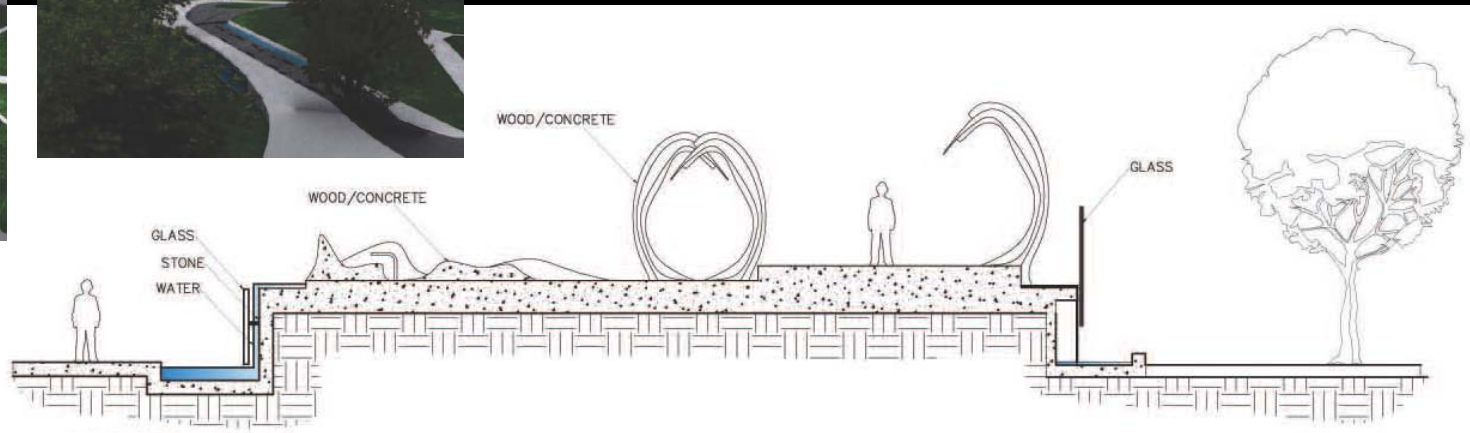
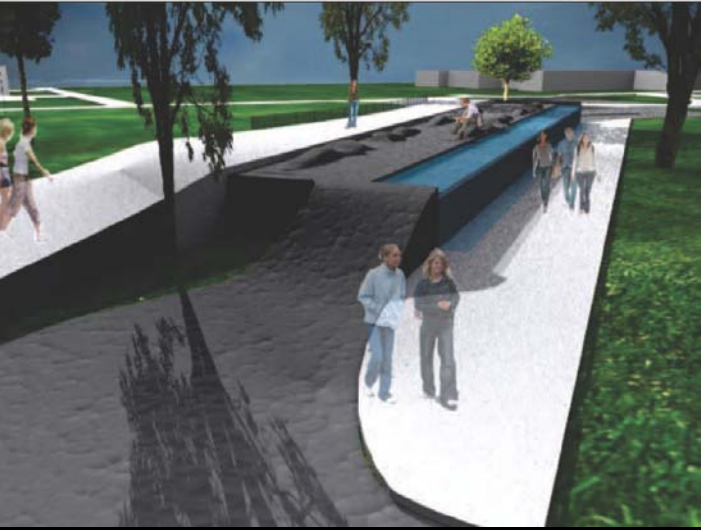
**Traci Bryant,**  
 SPC Architecture Student

**Linea Floden,**  
 SPC Architecture Student  
 SPC | USGBC Students, President  
 SPC | Gargoyle Architecture Honor Society, President

**Matthew Fortune,**  
 SPC Architecture Student  
 AIAS Chapter President

**Robin Palmer,**  
 SPC Architecture Student

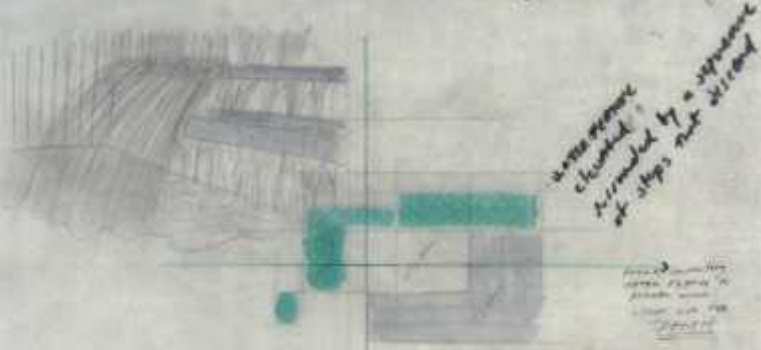




SECTION A-A'

Andrea Morante,  
SPC Architecture Student

# "WATER IN TRANSIT"



Water feature  
circled by a structure  
of steps that allow

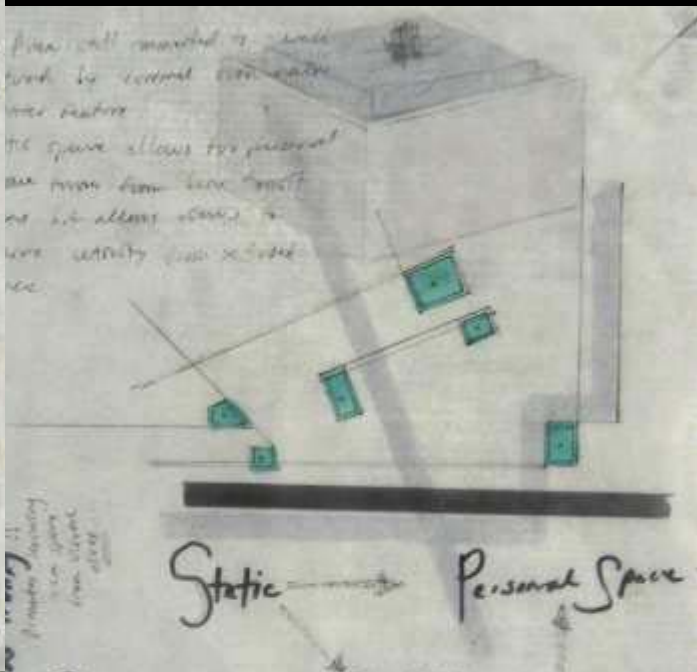
Runnel's visual cue  
for transit

Meeting  
space / meeting  
area

== **Noisy** ==

Stepped down

with a small  
feature  
creates noise both visually  
and acoustically through area

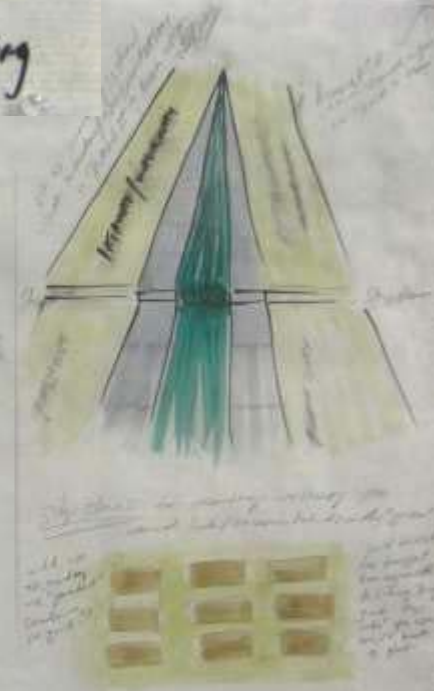
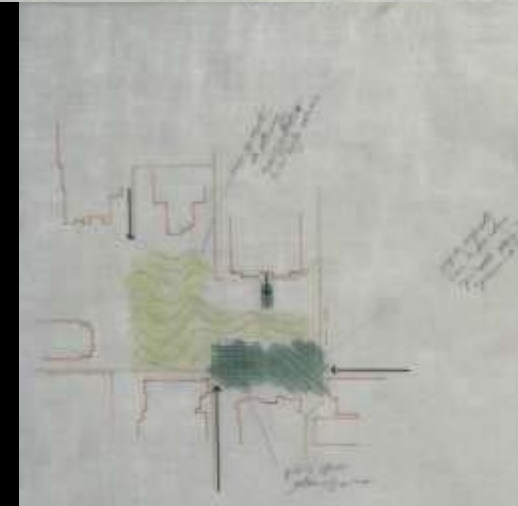
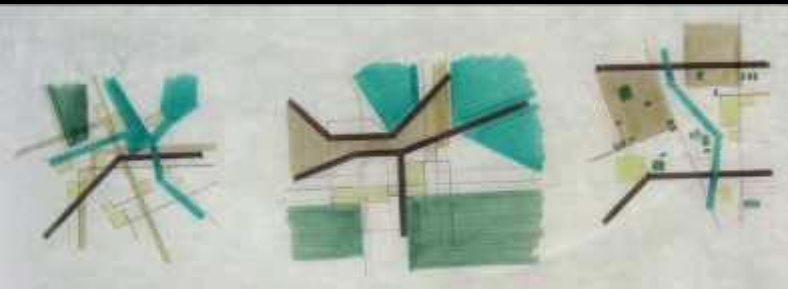
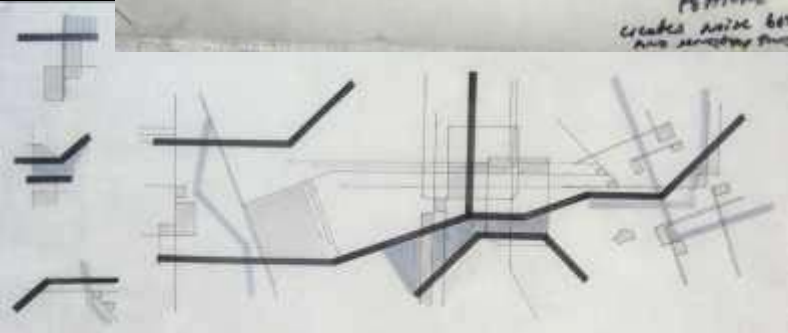


Area will be divided by walls  
with by several levels with  
the feature  
the space allows for personal  
the room from here  
it allows some  
the activity from outside  
etc.

Static → Personal Space

Water Boxes → Calming

Segregated  
from campus




Water feature  
calming  
the space allows for personal  
the room from here  
it allows some  
the activity from outside  
etc.

November 16, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President 

**SUBJECT:** Review of Schematic Design Documents (Phase I) and Change Order #1, (Proposal Request #2) Project 186-G-09-3, Parking Lot Renovation Adjacent to Gymnasium, St. Petersburg/Gibbs Campus

Canerday, Belfsky & Arroyo Architects, Inc., in conjunction with Biltmore Construction Company, Inc., the Construction Manager at Risk, and College staff, has completed the Schematic Design Documents (Phase I) for Change Order #1 (Proposal Request #2), for additional parking lot work for Project 186-G-09-3, Parking Lot Renovation Adjacent to Gymnasium, St. Petersburg/Gibbs Campus.

The project's original Guaranteed Maximum Price (GMP) of \$611,338 was approved by the Board on October 20, 2009. The construction could not begin until the portables west of the Gymnasium were removed. These portables were previously utilized by the Collegiate High School, Bookstore and Campus Security. This project consisted of renovating the existing parking lot adjacent (west) of the Gymnasium and will provide approximately 110 new parking spaces to the site as well as create a new exit to the west parking lot in order to reduce congestion at peak times.

Additionally, this project will replace the Progress Energy Light Poles (in this lot only) with lighting owned and operated by St. Petersburg College. This will reduce the energy consumption costs for the parking lot lighting by allowing Facilities to control the operating hours of the lights. (We currently lease the light poles and pay for the lights to be powered from dusk until dawn.)

The portables have now been removed (except for the Collegiate High School "Super Portable" that will remain in place and be utilized for Business Services functions), and we are ready to proceed with the parking lot work. Additionally, there are funds remaining from the Student Services Building that can be utilized to provide additional parking lot work.

Change Order #1, (Proposal Request #2) provides resurfacing and restriping for the balance of the west parking lot (from 69<sup>th</sup> Street to 70<sup>th</sup> Street) as well as landscaping and a digital marquee sign. During this rework, the entrances and exits from the west parking lot will be modified and enhanced to increase parking spaces (adding approximately 50)

and to improve the overall traffic flow including ingress and egress. The value of Change Order #1 (Proposal Request #2) is \$587,484.

The Guaranteed Maximum Price (GMP) for the original scope of work was \$611,338. The value of Change Order #1 is \$587,484. The final GMP (inclusive of Change Order #1) is \$1,198,822 with a total project budget of \$1,406,219. This Change Order #1 and revised GMP is subject to mandatory review for building codes, safety-to-life and the American with Disabilities Act (ADA), and further refinements through the value engineering process.

The following reflects the anticipated funding sources and values based upon the current total project budget. Please note that these funding sources and values may vary during the course of the construction of the project.

Public Education Capital Outlay (PECO) Funds, Remodel/ Renovate Library to Student Services with addition - SPG (303)	\$ 1,280,161
Public Education Capital Outlay (PECO) – General Renovate/ Remodel, Roofs, HVAC, ADA, Utilities, Site Improvements – Collegewide (186)	\$ 126,058
<b>Total Project Budget:</b>	<b>\$ 1,406,219</b>

The Schematic Design Documents (Phase I) and Change Order #1 are presented today for your review and approval. They have been reviewed by Dr. Karen Kaufman White, Provost, St. Petersburg Gibbs Campus, and the User Team.

**Authorization is requested for the following:**

- **To approve the Schematic Design Documents (Phase I);**
- **To approve Change Order #1, in the amount of \$587,484;**
- **To approve the revised GMP of \$1,198,822; to proceed with the construction documents subject to further refinements of the terms, conditions, and bidding; and to issue all necessary purchase orders.**

Doug Duncan, Senior Vice President, Administrative/Business Services and Information Technology; and Susan Reiter, Vice President, Facilities Planning and Institutional Services, recommend approval.

mdc1103103



## Agenda Item VII-E.5

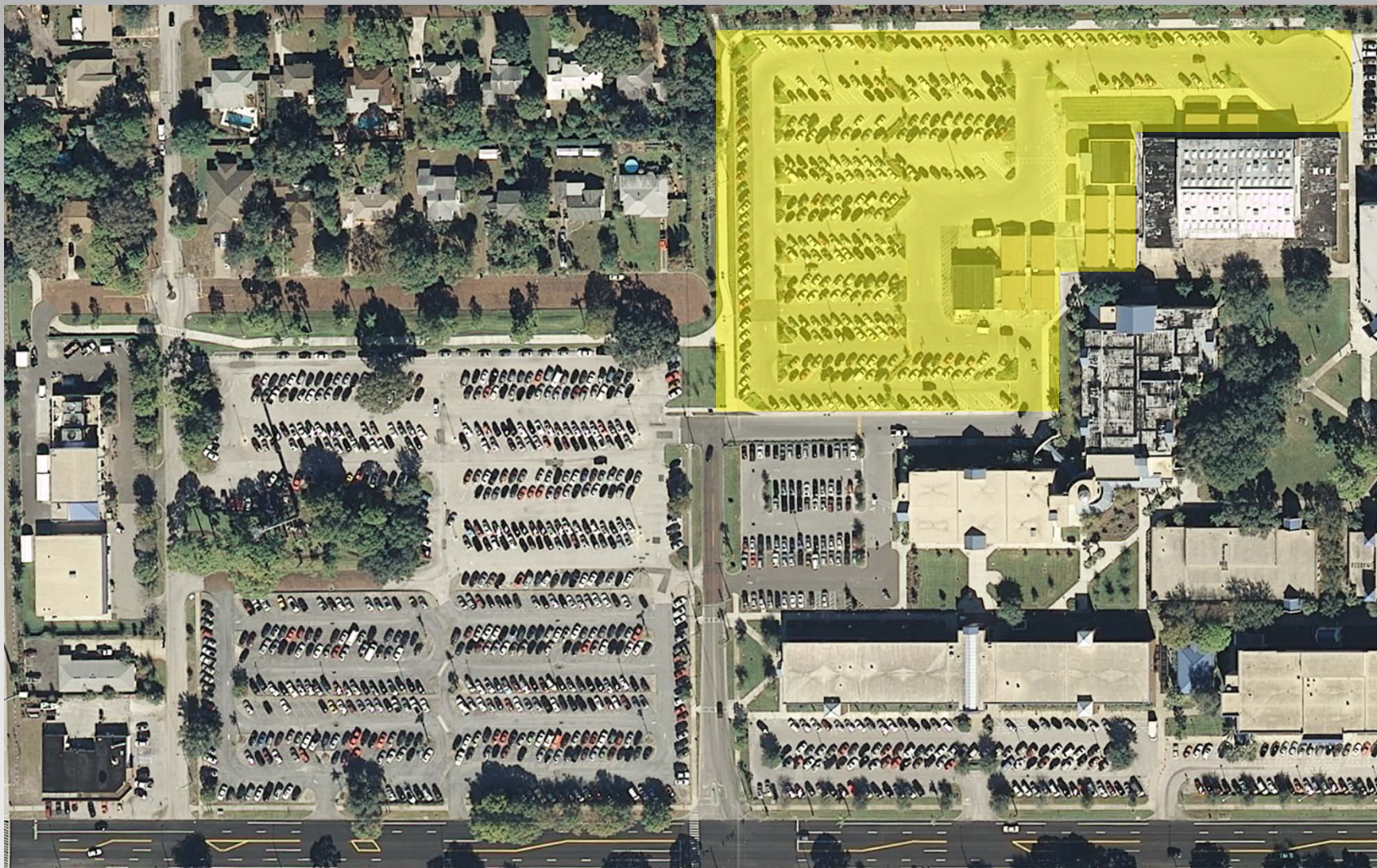
Review of Schematic Design Documents (Phase I) and Change Order #1, (Proposal Request #2) Project 186-G-09-3, Parking Lot Renovation Adjacent to Gymnasium, St. Petersburg/Gibbs Campus

# Aerial View of the Parking Lot





# Original Project, Approx 100 New Parking Spaces



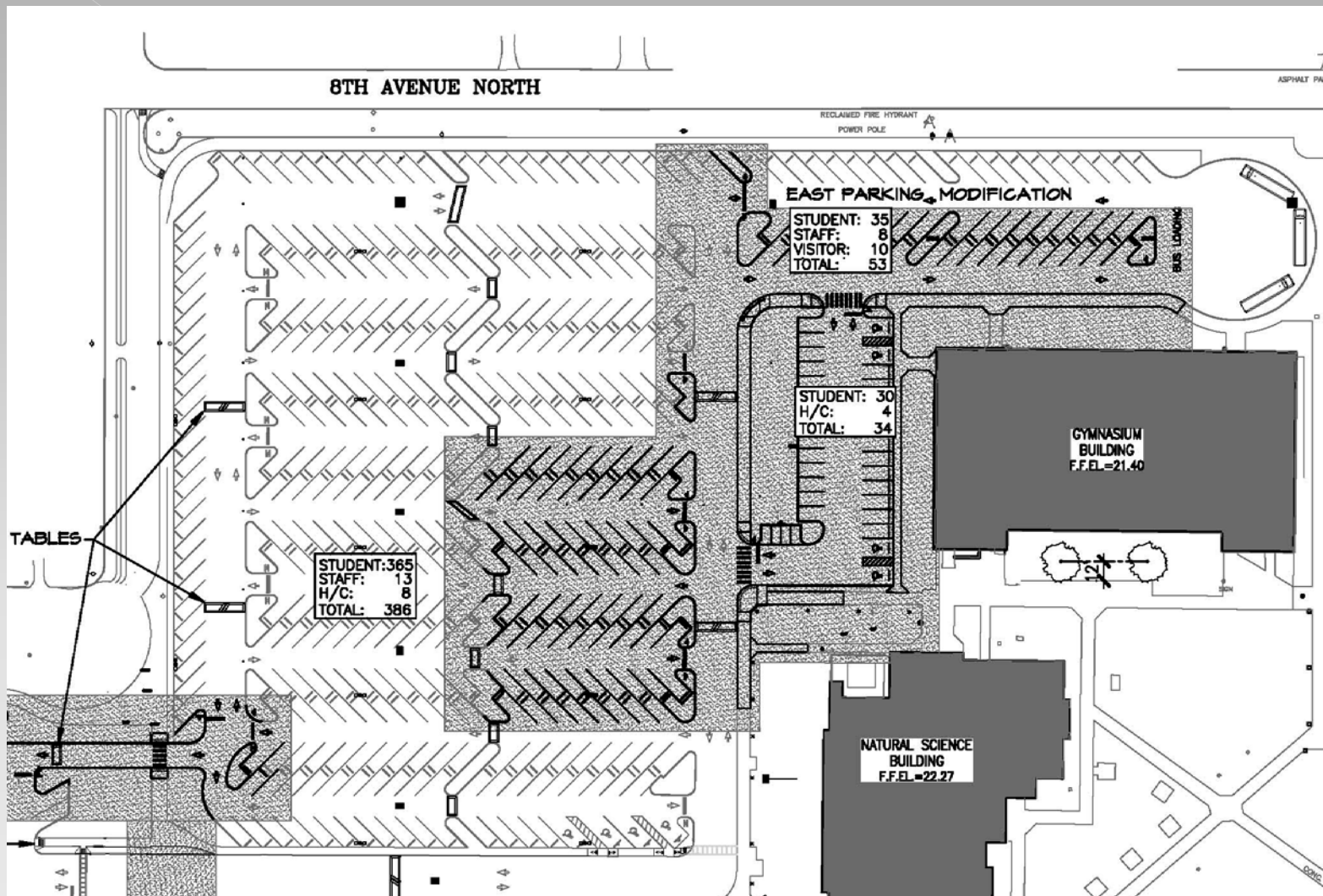


# Change Order #1, Approx 50 New Parking Spaces

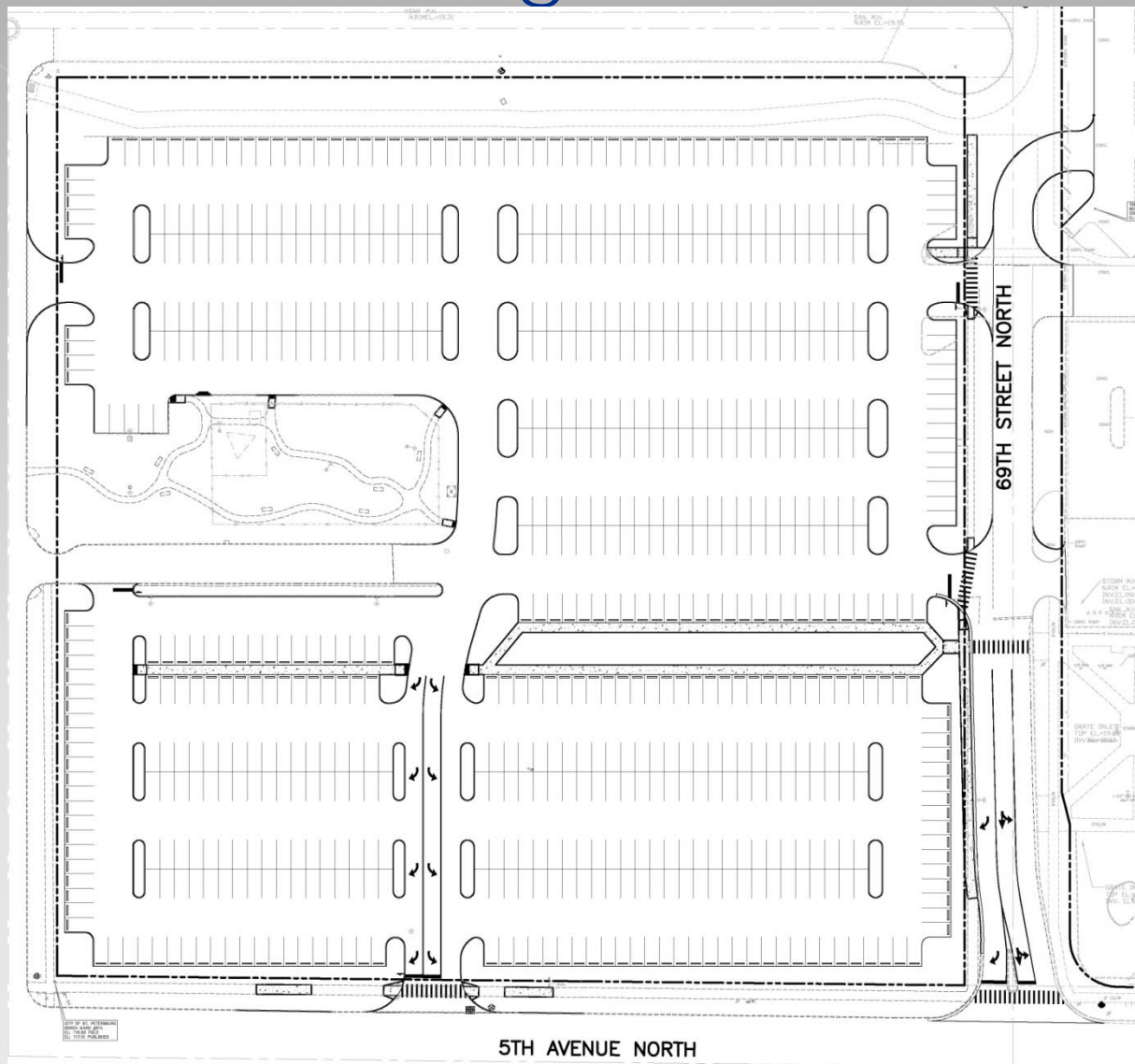




# Site Plan – Original Scope



# Site Plan - Change Order



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Questions?

November 16, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President 

**SUBJECT:** Agency Billings

Board of Trustees' Rule 6Hx23-5.174 requires that the trustees approve each business, industry, governmental unit or civic organization that furnishes the College a written promise of payment of student fees and charges for books and supplies. College records collectively consider these "Agencies."

**Approval is sought to include all "agencies" listed below as approved "agencies" for billing of student fees and charges:**

- Hillsborough Health and Social Services Department
- Jim Kennedy Scholarship
- United Parcel Services
- Queen Esther Chapter 4 Order of Eastern Star
- Youth Bowlers Tour
- Bunch and Associates Inc.
- Foundation for Osceola Education
- Suncoast Masters and Wardens Association
- Robert J Conrad Charitable Foundation
- Johnson Scholarship Foundation
- Race Trac Petroleum
- Foundation for the Carolinas
- National 4<sup>th</sup> Infantry Division Association
- Essilor of America Inc.
- Progress Energy Foundation
- Clewiston Elks Lodge #1853
- Advance Auto Parts
- Best Buy Children's Foundation
- Homer Orange Fund Scholarship
- Tampa Police Memorial Foundation
- Project GRAD Akron
- Pinellas Association of Educational Office Professionals
- Lynden Memorial Scholarship
- Catalent Pharma Solution
- Pasadena Community Church



Arbitration Forums Inc.  
Geraldine C M Livingston Foundation  
First Catholic Slovak Ladies Association  
New Christian Life Church  
Hendry County Cattleman's Association  
Burger King Scholars  
Clewiston Performing Arts Center  
Oklahoma City Community Foundation  
North Carolina Baptist Foundation  
First United Methodist Church of Hudson  
Members First Credit Union  
City of Brockton  
Ralph Wilson Plastics Scholarship Fund

Doug Duncan, Senior Vice President, Administrative/Business Services & Information Technology; and Theresa Furnas, Associate Vice President for Financial & Business Services, recommend approval.

mm1103101

November 16, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President *wdl*

**SUBJECT:** Personnel Report

**Approval is sought for the following recommended personnel transactions:**

<b>HIRE Budgeted</b>			
<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
10/11/2010	Afienko, Kenneth J	Criminal Justice AC	Instructor-12 month
10/2/2010	Dorsey, Sheila D	Letters CL	Staff Assistant
10/11/2010	Fatseas, Heather L	Registration SPG	Student Service Assistant
10/9/2010	France, Tracy S	Custodial Services SE	Custodian I
8/21/2010	Hill, Darren C	Instructional Computing SE	Sr. Web Analyst/Programmer
8/28/2010	Holcombe, Roderick W	Custodial Services SPG	Custodian I
10/11/2010	Ison, Anabella M	Facilities Plan & Inst Svcs	College Engineer
10/11/2010	Jusino, Criselda	College Student Supp Svcs DO	Staff Assistant
10/16/2010	Marion, Amie N	College Student Supp Svcs DO	Student Services Officer
10/4/2010	Michalik, Dorice M	Provost SE	Student Services Specialist
10/4/2010	Nachman, Anneliesje C.	Education & Student Svcs DO	Staff Assistant
10/2/2010	Pierson, Robert J.	Maintenance Services TS	Mechanical Tradesworker
10/18/2010	Smith, Jessica L	Education & Student Svcs DO	Administrative Specialist II
10/16/2010	Sofia, Ann O	Counseling & Advisement TS	Academic Advisor

<b>HIRE Temporary/Supplemental</b>			
<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
10/2/2010	Allen, Heather Kehaulani	Fine & Applied Arts CL	Student Assistant
10/2/2010	Armistead, Pend	President	Contributed Service
10/11/2010	Blue, Keisha L	College Reach Out Program DO	Other Professional- Temporary
10/16/2010	Brown, Michael Jermaine	Education & Student Svcs DO	Student Assistant
10/7/2010	Byers, Daniel James	Fine & Applied Arts SPG	Federal Work Study Student
10/18/2010	Chen, Allison Yi-Hui	Nursing HC	Lump sum -Spec.Proj.
10/2/2010	Curtis, Nichelle Lucille	Scholarships/Stu Fin Assist CL	Federal Work Study Student
10/2/2010	Dougherty, Damon J	Fine & Applied Arts SPG	Lump sum -Spec.Proj.
10/8/2010	Gonzalez, Gilberto S	Florida Natl. Guard Grant - AC	Instructor- Temporary Non-Cred
10/21/2010	Graham, Jevon A	Allstate Center Provost	Instructor- Temporary Non-Cred
10/2/2010	Greenberg, David L	Education & Student Svcs DO	Lump sum -Spec.Proj.
10/2/2010	Hays, Maria J	Scholarships/Stu Fin Assist CL	Federal Work Study Student
10/21/2010	Keane, Robert D	Allstate Center Provost	Instructor- Temporary Non-Cred
10/8/2010	Keller, David Malcolm	New Initiative Program - HC	OPS Career Level 6
10/2/2010	Ketchum, Jared Michael	Associate Provost SP	Student Assistant
10/16/2010	Kurisunkal, Stephanie G	Provost SE	Student Assistant
10/18/2010	Lyons, Billie J.	RCPI/COPS Grant - AC	Instructor- Temporary Non-Cred
10/2/2010	Matthews, Mark L	Education & Student Svcs DO	Lump sum -Spec.Proj.

10/2/2010	Mcnealy,Monique Elane	Scholarships/Stu Fin Assist CL	Federal Work Study Student
10/2/2010	McPhee,Jalisa	Scholarships/Stu Fin Assist CL	Federal Work Study Student
10/2/2010	Mickelsen,William A	Fine & Applied Arts SPG	Lump sum -Spec.Proj.
10/2/2010	Montenegro,Alexandre	Ethics SPG	Student Assistant
10/2/2010	Obilor,Sharon Renee	Scholarships/Stu Fin Assist CL	Federal Work Study Student
10/21/2010	Pilson,Timothy A.	Allstate Center Provost	Instructor- Temporary Non-Cred
10/20/2010	Poe,Mary L	BA Programs/UPC	OPS Career Level 2
10/2/2010	Pollock,Amy	President	Contributed Service
10/2/2010	Puchalla,Corinne Marie	Natural Science SPG	Student Assistant
10/2/2010	Rainey,Lisa Marie	Scholarships/Stu Fin Assist CL	Federal Work Study Student
10/22/2010	Riggs,Carolyn N	New Initiative Program - HC	OPS Career Level 2
10/21/2010	Rodriguez,Eddie	Allstate Center Provost	Instructor- Temporary Non-Cred
10/21/2010	Schmidt,John W.	Allstate Center Provost	Instructor- Temporary Non-Cred
10/21/2010	Schuele,Christian L	Allstate Center Provost	Instructor- Temporary Non-Cred
10/4/2010	Schuyler,Tiffany Dawn	New Initiative Program - HC	OPS Career Level 4
10/19/2010	Simmons,Sonya D	Provost SPG	OPS Career Level 2
10/2/2010	Steadman,Dahlia Yolanda	Scholarships/Stu Fin Assist CL	Federal Work Study Student
10/21/2010	Walker,Richard T	Allstate Center Provost	Instructor- Temporary Non-Cred
10/2/2010	Whitfield,Ladonica M	Scholarships/Stu Fin Assist CL	Federal Work Study Student
10/8/2010	Winkle,Darrell Glen	New Initiative Program - HC	OPS Career Level 6

<b>REHIRE Temporary/Supplemental</b>
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<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
10/2/2010	Afienko,Kenneth J	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
10/18/2010	Bell,Ellen L	Health CE - AC	OPS Career Level 2
10/16/2010	Cain,Christopher Lin	Counseling & Advisement CL	OPS Career Level 6
10/6/2010	Deasaro,Mark	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
10/20/2010	Doulgeris,James John	Mathematics TS	OPS Career Level 5
10/2/2010	Drayton,Amy L.	Scholarships/Stu Fin Assist CL	Federal Work Study Student
10/11/2010	Dunn,Willis J	Dual Credit - AC	Lump sum -Spec.Proj.
10/2/2010	Flynn,Anita Jean	Scholarships/Stu Fin Assist CL	Federal Work Study Student
10/2/2010	Golden,Taquisha Quanale	Scholarships/Stu Fin Assist CL	Federal Work Study Student
10/2/2010	Goldstein,Penelope Lea	Scholarships/Stu Fin Assist CL	Federal Work Study Student
10/2/2010	Griffin,Chintye T	Scholarships/Stu Fin Assist CL	Federal Work Study Student
10/2/2010	Guirguis,Gina R	Scholarships/Stu Fin Assist CL	Federal Work Study Student
10/3/2010	Hannah,Marchelle Voshay	Associate Provost SP	OPS Career Level 2
10/16/2010	Hawkinson,Donna	Provost DO	OPS Career Level 3
10/4/2010	Hennings,Earlene	Provost AC	Federal Work Study Student
10/21/2010	Horton,Joseph M	Allstate Center Provost	Instructor- Temporary Non-Cred
10/21/2010	Huffman,Lawrence M	Allstate Center Provost	Instructor- Temporary Non-Cred
10/11/2010	Kerr,Cheryl	Health Services Mgmt HC	Lump sum -Spec.Proj.
10/2/2010	Khan,Maha Mahaboob	Provost CL	Student Assistant
10/16/2010	King,Cathy J.	Nursing HC	Other Professional- Temporary
10/2/2010	Le-bourne,Janice Elyssa	Scholarships/Stu Fin Assist CL	Federal Work Study Student
10/21/2010	Lewis Jr, Frank C	Allstate Center Provost	Instructor- Temporary Non-Cred
10/21/2010	Mccarthy,Steven B.	Allstate Center Provost	Instructor- Temporary Non-Cred
10/2/2010	Meidling,Julie	Scholarships/Stu Fin Assist CL	Federal Work Study Student
10/16/2010	Miller,Laurel A.	Associate Provost TS	OPS Career Level 6
10/21/2010	Moore,Michael J	Allstate Center Provost	Instructor- Temporary Non-Cred
10/2/2010	Murray,Paul V	Scholarships/Stu Fin Assist CL	Federal Work Study Student
10/21/2010	OConnor,Kevin F	Allstate Center Provost	Instructor- Temporary Non-Cred
10/21/2010	Pilson,Timothy A.	Allstate Center Provost	Instructor- Temporary Non-Cred
10/18/2010	Reynolds,Kelly	Provost TS	OPS Career Level 3

10/16/2010	Robinson,Susan L.	Fine & Applied Arts SPG	Other Professional- Temporary
10/2/2010	Ross,Dawn	Scholarships/Stu Fin Assist CL	Federal Work Study Student
10/21/2010	Schonborn,Brian P	Allstate Center Provost	Instructor- Temporary Non-Cred
10/16/2010	Schwalb,Jacob M.	Nursing HC	Other Professional- Temporary
10/2/2010	Smith,Nancy F.	Fine & Applied Arts SPG	Lump sum -Spec.Proj.
10/2/2010	Tuck,Sasha D.	Education & Student Svcs DO	Lump sum -Spec.Proj.
10/16/2010	Wiley,Matthew C	Emergency Medical Services HC	Student Assistant
10/21/2010	Zamparelli Sr,Michael E	Allstate Center Provost	Instructor- Temporary Non-Cred

#### ANNUAL CONTRACT - Regular Funding

Effect. Date	Name	Department/Location	Title
12/21/10-6/30/11	Collier,Terry L.	Provost AC	Special Projects Coordinator
12/21/10-6/30/11	Pereira,Kenneth N.	Learning Mgt Network Sys	Dir. Learning Mgt. & Stud.&NS

#### ANNUAL CONTRACT - Restricted Funding

Effect. Date	Name	Department/Location	Title
12/21/10-6/30/11	Haynes II,Watson L	Provost AC	Coordinator II, Project

#### ANNUAL CONTRACT - Instructional

Effect. Date	Name	Department/Location	Title
12/21/10-7/31/11	Carter, Valerie	Dental Hygiene	Instructor 12-Month

#### TRANSFER/PROMOTION Budgeted

Effect. Date	Name	Department/Location	Title
10/18/2010	Booth,Patrick D.	Education & Student Svcs DO	Coord. Enrollment Management
10/18/2010	Ewell,Michael A.	BA Programs/UPC	Academic Department Coordinator
10/4/2010	Ferrazano,Jamie P.	BusSVITSystems	Manager, IT Bus. Relationships
10/2/2010	Fusari,Krista D.	Health Information Mgmt HC	Coordinator I, Project
10/2/2010	Navab,Saied	Education & Student Svcs DO	Coordinator I, Project
10/2/2010	Walter,David A	Health Information Mgmt HC	Curriculum Designer

#### TRAVEL OUTSIDE THE CONTINENTAL U.S.

Effect. Date	Name	Department/Location	Title
7/6-7/18/10	Hall, Vickie	Communications CL	Instructor

Travel to Oxford, United Kingdom to attend the Harris Manchester College summer 2010 Round Table and to present paper as an invitee of the Round Table.

7/31-8/1/10 Ojeda, Fernando Communications CL Instructor

Travel to Puntarenas, Costa Rica to visit the University of Georgia's study abroad center with the objective of touring the facility and learning of opportunities for collaboration in a study abroad program.

10/9-10/14/10 Ojeda, Fernando Communications CL Instructor

Travel to Sevilla, Spain to learn about the summer semester abroad program that is run by Broward College and located in Spain, with a potential to offer another option to students in the study abroad program.

11/1-11/3/10 Brock, James C Allstate Center Campus Executive Officer

Travel to Port of Spain, Trinidad to meet with representatives from Ealain University and the Ministry of National Security Council, as well as US Ambassador to Trinidad/Tobago to explore and craft agreement between the two institutions for academic exchange.

11/1-11/6/10      Levin, Roxanna                      Communications TS                      Instructor

Travel to Salamanca, Spain to assist with a proposal for a site visit to Madrid and Salamanca, Spain, prior to taking students in the summer of 2011. The faculty member will experience first hand what the students should expect when they travel to these cities in Spain, and this visit will provide valuable information which can be utilized to promote the trip among the students taking Spanish courses.

11/2-11/6/10      Fernandez, Roberto                      Business Technologies, TS                      Academic Department Chair

Travel to Alajuala, Costa Rica to assist with a proposal for a site visit to Costa Rica, including Central America Institute of Business Administration, prior to taking students in the summer of 2011. The faculty member will experience first hand what the students should expect when they travel to Costa Rica, and this visit will provide valuable information which can be utilized to promote the trip among the students of Business Administration.

Doug Duncan, Senior Vice President, Administrative/Business Services & Information Technology; Patty Curtin Jones, Vice President, Human Resources & Public Affairs; and the Cabinet members bringing the actions forward, recommend approval.


emg1109106



November 16, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President 

**SUBJECT:** Teachers Insurance and Annuity Association/College Retirement Equities Fund – Alternative to Social Security for Adjuncts/Temporary Employees

**Approval is sought for the continuation of the agreement with Teachers Insurance and Annuity Association/College Retirement Equities Fund (TIAA/CREF) to execute an Internal Revenue Code, Section 403(b) Alternative to Social Security plan on a mandatory pre-tax basis complying with the provisions of Internal Revenue Code, Section 3121(b)(7)(F), for all employees not covered by the Florida Retirement System (FRS), effective January 1, 2011.** This plan does not cover student employees.

TIAA/CREF will indemnify and hold the College harmless from every claim and demand (except for College's negligence) which may be by reason of the purchase of annuities including IRS rulings/penalties that the plan does not comply with the aforesaid Internal Revenue Code provisions as an alternative to social security. The extension of the TIAA/CREF contract will be reviewed annually. Based on continued need, satisfactory performance, negotiated fees, and acceptable terms and conditions, the contract, with Board approval, may be extended from year to year.

This plan relieves the College of paying social security taxes on affected employees – currently 6.2%. The College will continue to pay the Medicare portion of Social Security – currently 1.45%. The annualized savings to the College has increased from approximately \$300,000 in 2001 to \$744,839.16 in 2009.


The cost of participation by the participant will be 7.5% of payroll plus the Medicare portion of social security, 1.45%, for a total of 8.95%. However, the 7.5% contribution to TIAA/CREF would be paid by pre-tax dollars, thus permitting participants to net about the same salaries as they are presently receiving. In addition to the 7.5% cost of participation, the employee, within legal limits, may make additional contributions to the plan with pre-tax dollars.

Doug Duncan, Senior Vice President, Administrative/Business Services & Information Technology; and Patty Curtin Jones, Vice President, Human Resources & Public Affairs, recommend approval.

November 16, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President 

**SUBJECT:** Board of Trustees' Rules

**Approval is sought for the following proposed changes to the Rules and Procedures Manual, which are being submitted for your consideration:**

**6Hx23-5.16 Travel by College Personnel, Board of Trustees and Authorized Persons** The proposed revisions to the Rule will remove the procedural language in the Rule to a new Procedure P6Hx23-5.161 Travel by College Personnel, Board of Trustees and Authorized Persons. Changes to the Rule will set forth that the College's travel reimbursement procedures and per diem rates will be in accordance with Florida Statutes 112.061. *Submitted by Doug Duncan.*

Syd McKenzie, General Counsel, recommends approval.

Attachment

ps1102103

6Hx23-5.16 TRAVEL BY COLLEGE PERSONNEL, BOARD OF TRUSTEES AND AUTHORIZED PERSONS

- I. The President shall maintain procedures to reimburse employees and authorized travelers for travel and subsistence expenses incurred during the course of duty consistent with Section 112.061, Florida Statutes.
- II. Rates of per diem and subsistence allowances shall be as authorized in Section 112.061, Florida Statutes.
- III. The following persons are authorized to perform official travel on behalf of St. Petersburg College:
  - A. Members of the Board of Trustees
  - B. The President and members of the faculty and staff of the College
  - C. Persons called upon by the College to contribute time and service as consultants or advisors
  - D. Students approved by the President or his designee who are participating in approved student activities
  - E. Other persons as may be authorized from time to time by the Board of Trustees and/or the President upon written justification.

~~Such persons may be reimbursed for per diem and traveling expenses at amounts not to exceed the maximum rates authorized in Chapter 112.061, Florida Statutes, which outline conditions under which official travel may be performed, maximum amounts which may be paid, and steps which must be followed to obtain authorization to travel and reimbursement.~~

- ~~II. All foreign travel which has been authorized shall be reported to the Board. Foreign travel is travel outside of the continental United States (CONUS). Such reports shall be in advance of the travel whenever feasible.~~

~~III. AUTHORITY TO INCUR TRAVELING EXPENSES~~

- ~~A. All travel must be authorized and approved in advance by the President or his designated representative. Florida Statute 112.061, provides that all travel requests must be accompanied by a signed statement by the traveler's supervisor stating that such travel is on official business and~~

~~also stating the purpose of the travel. Approval to attend a convention or conference, to represent the College at a business or professional meeting, to transact official business of the College, or to carry out any other professional responsibilities involving travel out-of-district is obtained by forwarding through regular channels for approval a Travel Authorization Request (TAR) Form or a Foreign Travel Authorization Request (FAR) Form.~~

~~In addition to the Budget Supervisor's approval, the respective Member of President's Cabinet is responsible for approving all travel except for in-district zone travel. The President or designee shall approve all foreign travel.~~

~~When approved travel is to occur using a motor pool provided driver and vehicle, a TAR for the motor pool driver is not required. The motor pool supervisor, however, will submit a Travel Reimbursement Voucher (TRV) for the motor pool driver's expenses which will be charged to the using department, together with any other trip related costs.~~

~~B. A budget supervisor originates written prior approval of district zone same day travel. This may be in the form of electronic mail or memorandum. Approval may be given at the beginning of the fiscal year for all district zone travel for stated purposes and persons, or as the travel is to occur on an individual traveler basis. District zone travel includes Pinellas County, Hillsborough County, Pasco County, Polk County, Manatee County, Hernando County and Sarasota County. The Travel Reimbursement Voucher (TRV) Form is required for reimbursement of authorized district zone travel mileage and any other approved expenses as provided in section VII below.~~

~~For travel outside of the district zone to attend a convention or conference, a copy of the program or agenda itemizing registration fees and any meals or lodging included in the registration fee shall be attached to, and filed with, the copy of the Travel Authorization Request (TAR) and/or Travel Reimbursement Voucher (TRV), or Foreign Travel Authorization Form (FAR) and/or Foreign Travel Reimbursement Voucher (FRV) form on file with the College. All requested information on each travel form (TAR, FAR, TRV and FRV) must be accompanied by sufficient detail to permit an audit that associates the actual charges with the actual travel. Authorization shall be in advance and is always subject to revocation by the President at any time prior to the travel occurring.~~



~~On an individual basis, cabinet members may recommend an extended travel request that originates or terminates on Saturday or Sunday. It must be proven by displaying comparative cost estimates that it is to the advantage of the College to pay per diem (food, lodging), and airport parking for the extra day(s) travel. The comparison must be made using the air fare for the required stay versus the cost for the extended stay, including air fare.~~

- ~~C. A budget supervisor is the President's designated representative for approving same day or overnight travel not exceeding \$1,000.00 in cost. The director of Human Resources approves all budgeted travel, the cost of which exceeds \$1,000.00.~~
- ~~D. Travelers authorized for foreign travel should be reimbursed at the current rates as specified in the federal publication "Standardized Regulations (Government Civilians, Foreign Areas)" and incidental expenses as provided later in section VII.~~

~~Foreign travel, which is travel outside of the CONUS area (48 contiguous states and the District of Columbia), should be reimbursed at the rates in effect for the date(s) of travel to a foreign country as specified by the U. S. Department of State. These rates are updated monthly and published for each foreign country/city.~~

~~Reimbursement allowances for lodging and meals while traveling in foreign areas are listed in the monthly publication Maximum Travel Per Diem Allowances for Foreign Areas; located at the following website <http://www.state.gov/m/a/als/prdm>.~~

~~A Foreign Travel Authorization Request (FAR) number must be issued prior to traveling. A printed copy of the per diem rate for foreign travel, which is obtained from the above noted website, must be attached to the approved FAR form.~~

~~Rates for foreign travel shall not begin until the date and time of arrival in the foreign country from the United States, and shall terminate on the date and time of departure from the foreign country to the United States. When a traveler goes from one foreign location to another, reimbursement for meals and lodging shall be based on the allowance listed for the referenced location during the meal or lodging period. The two methods of reimbursement, Florida State per diem rate and foreign allowance, cannot be claimed on the same travel day.~~

~~IV. The State has three classes of travel. They are:~~

~~Class A: Continuous travel of 24 hours or more away from official headquarters. In computing per diem the travel day is divided into quarters of 6 hours each beginning at midnight; i.e., midnight to 6:00 a.m., 6:01 a.m. to noon, 12:01 p.m. to 6:00 p.m., 6:01 p.m. to midnight.~~

~~Class B: Continuous travel of less than 24 hours which involves overnight absence from official headquarters. Travel time is divided into quarters of 6 hours each beginning at the time of departure.~~

~~Class C: Short or day trips where the traveler is not away from his or her official headquarters overnight. Neither meal reimbursement nor Per Diem allowance is authorized for travel that does not require overnight lodging.~~

~~For Class A and Class B travel, the traveler shall be reimbursed one-fourth of the authorized rate of per diem for each quarter, or fraction thereof, of the travel day included within the travel period.~~

~~Moneys appropriated from the State Treasury may not be used to pay Per Diem or subsistence related to Class C travel. Thus, a traveler shall not be paid a Per Diem or meal allowance for Class C travel.~~

~~V. Rates of Per Diem, Subsistence and Vehicle Mileage Allowance: Any payment of per diem and subsistence allowance or reimbursement for vehicle mileage shall be as authorized by Chapter 112.061, Florida Statutes. Whenever the legislature amends said statute, these amounts may be adjusted by the President not to exceed the amended amount(s).~~

~~A. Authorized travelers, when traveling to a convention or conference or when traveling within or outside the state in order to conduct bona fide College business, when the convention, conference, or business serves a direct and lawful public purpose, shall be allowed reimbursement for subsistence in an amount equal to either of the following, for each day of such travel at the option of the traveler:~~

~~1. \$80 (effective 7/1/06) per diem; or~~

~~2. If actual expenses exceed \$80, the amounts permitted in section (B) for meals, plus actual expenses for lodging at~~

~~a single occupancy rate to be substantiated by paid bills therefore.~~

~~When lodging or meals are provided at a state institution, the traveler shall be reimbursed only for the actual expense of such lodging or meals, not to exceed the maximum provided for in this section.~~

~~B. All travelers shall be allowed the following amounts, for subsistence (effective 7/1/06) on Class A and B travel while on official College business:~~

~~1. Breakfast — \$ 6 — when travel begins before 6:00 a.m. and extends beyond 8:00 a.m.~~

~~2. Lunch — \$11 — when travel begins before noon and extends beyond 2:00 p.m.~~

~~3. Dinner — \$19 — when travel begins before 6:00 p.m. and extends beyond 8:00 p.m. or when travel occurs during the nighttime hours due to special assignment.~~

~~C. No one, whether traveling out of state or in state, shall be reimbursed for any meal or lodging included in a convention or conference registration fee paid by the College.~~

~~VI. Transportation reimbursement is permitted for~~

~~A. Tourist flight, when available, or other common carrier and state approved intrastate rates.~~

~~B. All mileage shall be shown from point of origin to point of destination and when possible, shall be computed by using state map mileage. Vicinity mileage necessary for the conduct of official business and related to the specific purpose of the trip, is allowable, but must be shown as a separate item on the expense voucher. Reimbursement shall not exceed 44.5 cents per mile.~~

~~C. Since Florida Statutes Chapter 112.061 requires that travel must be by the most efficient and economical means (considering the time of the traveler, cost of transportation, and per diem or subsistence required), reimbursement for the use of personal automobile for travel outside the state of Florida will be permitted at a rate not to exceed 44.5 cents per mile when two or more employees travel in the same automobile or materials must be transported which cannot be easily or economically transported by airplane. When only~~

~~one employee is traveling out-of-state, reimbursement for the use of a personal automobile will be limited to air fare tourist rates. Per diem allowance must be calculated as if the travel were performed by airplane rather than personal automobile, but the actual date and time of departure and the time of arrival must be shown on the TAR, TRV, FAR and FRV.~~

- ~~D. Private airplane or chartered flight. A traveler on a private aircraft shall be reimbursed the actual amount charged and paid for such transportation up to the cost of a tourist class commercial airline ticket for the same flight, even though the owner or pilot of such aircraft is also entitled to transportation expense for the same flight under this subsection.~~
- ~~E. Rental vehicle. A traveler renting a vehicle shall be reimbursed the actual amount charged and paid for such transportation. Whenever possible, the state contract for vehicle rentals should be used.~~
- ~~F. Transportation reimbursement will not exceed the normal amount for the usually traveled route from the employee's official work site to the approved destination and the return along the usually traveled route.~~

## ~~VII. Other Expenses~~

~~The following incidental traveling expenses of the traveler may be reimbursed:~~

- ~~A. Taxi and limousine fare (limited to business portion) - receipt required.~~
- ~~B. Ferry fares and bridge, road and tunnel tolls - receipt required.~~
- ~~C. Storage or parking fees - receipt required.~~

~~Tampa International Airport parking: Whenever possible, the traveler should park in the lowest cost facility; however, reimbursement will be made for the daily rate in effect for the short-term garage, the long-term garage and the economy lot.~~

- ~~D. Communication expense - receipt not required for long distance toll calls; however, a log showing who was called and the reason for the call is required.~~
- ~~E. In the case of foreign travel, the actual cost of recommended immunizations, international travel insurance, medical evacuation/repatriation insurance and visas.~~

~~F. The registration fee of a conference or convention may be allowed, when not previously reimbursed, if official receipts are obtained and attached to the request for reimbursement, provided, however, any meals or lodging included in the registration fee will be deducted in accordance with the allowances provided in section VI B.~~

~~G. The actual and necessary fees for attending events which are not included in a basic registration fee but which directly enhance the College's participation in the conference or convention. Such expenses may include, but are not limited to, banquets and other meal functions. Please see paragraph IX F for district zone events.~~

~~Reimbursement is not permitted for tips, valet service, entertainment, books and pamphlets. If books and other educational materials are purchased for the College while traveling, reimbursement may be sought through the petty cash or check request reimbursement procedure. Any tax charged will be reimbursed when appropriately shown on the sales receipt.~~

~~In the event a receipt is not reasonably attainable, lost or destroyed, and the traveler seeks reimbursement for the expenditure, an affidavit for reimbursement may be prepared and submitted with the Travel Reimbursement Voucher. The affidavit must:~~

- ~~1. Explain why there is no receipt.~~
- ~~2. State the amount of the expenditure.~~
- ~~3. State the reason(s) for the expenditure.~~
- ~~4. Show dates and times, if appropriate.~~
- ~~5. State that the traveler is not being reimbursed from any other source for the expenditure.~~
- ~~6. Be signed and dated by the traveler.~~

#### ~~VIII. District Zone Travel~~

~~A. A College employee authorized to receive mileage allowance for district zone travel on College business shall be assigned by the President to a "home campus" from which mileage will be counted. If an employee goes directly from home to a location other than "home campus" such employee may receive a mileage allowance for each mile traveled except that the mileage from the employee's home to home campus must be deducted.~~

~~B. Records of each trip on school business must be maintained by each employee authorized to claim in-district zone mileage allowance. An accurate report must be filed on an approved~~



~~form and submitted for reimbursement at least quarterly. The supervisor of the traveler must approve all district zone travel reimbursement requests.~~

~~C. College employees authorized to claim district zone mileage allowance shall be paid at the rate in section VI-B of this procedure.~~

~~D. All unnecessary travel shall be avoided. Further, joint travel by College personnel in a single vehicle is required whenever feasible.~~

~~E. No allowance shall normally be made for meals when travel is confined to the St. Petersburg College district of Pinellas County. However, the President may use funds from the public relations account to pay for banquets, meetings, receptions and conferences in Pinellas County, including those at which a meal is served, if there is a promotional or public relations benefit to the College.~~

~~F. No College employee will be reimbursed for commuting to and from his or her place of College employment.~~

#### ~~IX. Travel by Student Groups~~

~~When a group of students is to travel at College expense, such as athletic teams, student government, or field trips, it is possible to receive an advance to help the students defray their traveling expenses. This advance will be made from either a student activities or field trip account. The advance can only be made to the coach or faculty advisor for the group, and he/she must make a complete accounting for the funds after the travel is completed.~~

#### ~~X. Travel by Non-Employees~~

~~Persons called upon by the College to perform official travel on behalf of the College as consultants or advisors, or if approved by the President, a person who is a candidate for an executive or professional position, may be reimbursed for per diem and traveling expenses at amounts not to exceed the maximum rates authorized in Chapter 112.061, Florida Statutes.~~

#### ~~XI. Travel Advances~~

~~A. Chapter 112.061(12), Florida Statutes permits advances to be made to the traveler under certain circumstances. Under this authority, the College will make advance payments for travel by student groups (see section IX) and to travelers for registration fees of \$50 or more. An advancement check will~~

~~be made payable to the traveler and issued when the registration is \$50 or more and a disbursement voucher and TAR or FAR is approved and forwarded to the accounts payable travel clerk. The President, or his designee, may authorize advancements to the traveler under other circumstances.~~

~~B. Direct payments are to be made only to the traveler except as otherwise provided by Chapter 112.061(13), Florida Statutes. Thus, the College will not normally pay a hotel for travel lodging either before or after the travel. The vice president for Information Systems, Business Services, Planning and Budgeting may authorize the College's business travel contractor to arrange for travel lodging payment on the College's Diners Club account under certain circumstances. After returning, the employee must complete a travel reimbursement voucher and attach all necessary documentation, including receipts.~~

~~XII. The College is exempt from payment of the State of Florida Sales Tax (but not any sales tax levied by individual counties in Florida nor from state and federal gasoline taxes. In addition, the College is not exempt from sales taxes levied by other states). The College's Florida Sales Tax Exemption number is issued in the name of the College and can be supplied to a vendor only when a transaction is being paid for by a College check.~~


Specific Authority: 1001.64(2) & (4), F.S.  
Law Implemented: 112.061, 1001.64(18), F.S.

History: ...Filed—9/16/08. Effective—9/16/08; 11/16/10. Proposed Date to Be Filed – 11/16/10. Proposed Date To Become Effective – Upon Board Approval.

November 16, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President 

**SUBJECT:** Financial Reports for FY10-11 October 1-October 31

Attached for information are the financial reports for FY10-11 October 1-October 31 time period. These reports have been expanded to include a budget to actual expense analysis.

Doug Duncan, Senior Vice President, Administrative/Business Services & Information Technology, and Jamelle Conner, Associate Vice President, Institutional Research, Planning, Budget and Compliance, recommend approval.

Attachments

yvm1105101

**ST. PETERSBURG COLLEGE**  
**FY2010-2011 FUND 10 AND 12 BUDGET TO ACTUAL REPORTING: July 1 - October 31**

Revenue	FY09-10 Budget	FY09-10 YTD Actual	% To Budget	FY10-11 Budget	FY10-11 YTD Actual	% of YTD	Year to Date	\$ YOY Variance
						Budgeted Revenue	%	
<b>Revenue</b>								
Student Tuition & Out-of-State Fees	\$ 44,157,443	\$ 20,029,170	45.4%	\$ 55,235,961	\$ 23,896,575	43.3%	\$	3,867,405
State Appropriation - CCPF	\$ 47,727,373	\$ 16,070,728	33.7%	\$ 55,674,039	\$ 18,649,504	33.5%	\$	2,578,776
Federal Stabilization Funds	\$ 5,097,571	\$ 1,439,438	28.2%	\$ 5,180,294	\$ 1,531,087	29.6%	\$	91,648
State Appropriation - Lottery	\$ 6,777,857	\$ -	0.0%	\$ 7,279,093	\$ -	0.0%	\$	-
Operating Cost for New Facilities	\$ 315,104	\$ -	0.0%	\$ 78,354	\$ -	0.0%	\$	-
State Appropriation - Bacc Program Fund	\$ 5,572,901	\$ 2,786,308	50.0%				\$	(2,786,308)
Distance Learning Fee	\$ 2,180,968	\$ 1,313,041	60.2%	\$ 3,026,400	\$ 1,172,310	38.7%	\$	(140,731)
Technology Fee	\$ 1,952,264	\$ 981,493	50.3%	\$ 2,475,440	\$ 1,162,494	47.0%	\$	181,000
Other Revenues	\$ 4,351,831	\$ 1,016,494	23.4%	\$ 3,911,923	\$ 1,239,480	31.7%	\$	222,986
Other Student Fees	\$ 1,801,634	\$ 562,401	31.2%	\$ 1,821,439	\$ 593,145	32.6%	\$	30,744
Fund Transfers In	\$ 1,029,753	\$ 5,401	0.5%	\$ 2,344,940	\$ 655	0.0%	\$	(4,746)
Revenue Stabilization Reserve	\$ 2,150,500	\$ -	0.0%	\$ 3,150,500	\$ -	0.0%	\$	-
<b>Total Revenues - Fund 10 and 12</b>	<b>\$ 123,115,199</b>	<b>\$ 44,204,474</b>	<b>35.9%</b>	<b>\$ 140,178,383</b>	<b>\$ 48,245,250</b>	<b>34.4%</b>	<b>34%</b>	<b>\$ 4,040,775</b>
<b>Operating Costs</b>								
	<b>FY09-10 Budget</b>	<b>FY09-10 YTD Actual</b>	<b>% To Budget</b>	<b>FY10-11 Budget</b>	<b>FY10-11 YTD Actual</b>	<b>% of YTD Expense</b>	<b>Year to Date %</b>	<b>\$ YOY Variance</b>
<b>Personnel &amp; Benefits</b>								
Instructional	\$ 33,021,800	\$ 10,796,554	32.7%	\$ 37,533,133	\$ 11,100,892	29.6%	\$	304,339
Administrative	\$ 16,001,726	\$ 6,270,475	39.2%	\$ 17,907,721	\$ 6,736,811	37.6%	\$	466,336
Career (Non-Instructional)	\$ 19,736,243	\$ 6,293,257	31.9%	\$ 21,832,241	\$ 6,311,439	28.9%	\$	18,182
OPS and Overtime	\$ 1,656,228	\$ 555,150	33.5%	\$ 1,925,498	\$ 670,942	34.8%	\$	115,793
Student Assistants	\$ 500,000	\$ 99,136	19.8%	\$ 500,000	\$ 110,055	22.0%	\$	10,919
Personnel Benefits	\$ 21,969,320	\$ 7,063,588	32.2%	\$ 23,073,659	\$ 7,483,463	32.4%	\$	419,875
<b>Total Personnel &amp; Benefits</b>	<b>\$ 92,885,317</b>	<b>\$ 31,078,159</b>	<b>33.5%</b>	<b>\$ 102,772,253</b>	<b>\$ 32,413,602</b>	<b>31.5%</b>	<b>33%</b>	<b>\$ 1,335,444</b>
<b>Current Expense</b>								
Travel	\$ 515,721	\$ 81,770	15.9%	\$ 472,606	\$ 169,372	35.8%	\$	87,602
Repairs & Maintenance	\$ 960,477	\$ 434,445	45.2%	\$ 948,643	\$ 300,357	31.7%	\$	(134,088)
Rentals/Leases	\$ 209,071	\$ 95,845	45.8%	\$ 397,153	\$ 127,534	32.1%	\$	31,688
Insurance (Non-Health)	\$ 2,028,175	\$ 1,282,255	63.2%	\$ 2,025,147	\$ 1,238,740	61.2%	\$	(43,514)
Utilities	\$ 6,000,000	\$ 2,083,127	34.7%	\$ 6,401,500	\$ 2,098,555	32.8%	\$	15,428
Services and Fees	\$ 3,517,797	\$ 799,335	22.7%	\$ 4,066,634	\$ 974,158	24.0%	\$	174,823
Scholarships/Fee Waivers	\$ 497,730	\$ 279,944	56.2%	\$ 1,110,895	\$ 125,433	11.3%	\$	(154,511)
Materials and Supplies	\$ 5,414,467	\$ 1,250,030	23.1%	\$ 5,595,954	\$ 1,227,389	21.9%	\$	(22,641)
Tech Expense/Licensing	\$ 1,755,000	\$ 698,689	39.8%	\$ 1,956,061	\$ 915,142	46.8%	\$	216,453
Other Current Expense	\$ 5,591,182	\$ 46,648	0.8%	\$ 6,767,625	\$ 81,033	1.2%	\$	34,385
<b>Total Current Expense</b>	<b>\$ 26,489,620</b>	<b>\$ 7,052,088</b>	<b>26.6%</b>	<b>\$ 29,742,218</b>	<b>\$ 7,257,712</b>	<b>24.4%</b>	<b>27%</b>	<b>\$ 205,624</b>
<b>Capital Spending</b>								
Computer Refresh Leases	\$ 1,778,959	\$ 588,292	33.1%	\$ 2,126,836	\$ 690,144	32.4%	\$	101,852
Capital Purchases- Non-Recurring	\$ 1,932,522	\$ 156,486	8.1%	\$ 1,024,978	\$ 484,747	47.3%	\$	328,260
Debt Service - Construction Obligations	\$ -	\$ -	-	\$ 4,500,000	\$ -	0.0%	\$	-
<b>Total Capital Spending</b>	<b>\$ 3,711,481</b>	<b>\$ 744,779</b>	<b>20.1%</b>	<b>\$ 7,651,814</b>	<b>\$ 1,174,891</b>	<b>15.4%</b>	<b>7%</b>	<b>\$ 430,112</b>
<b>Total Operating Costs - Fund 10 and 12</b>	<b>\$ 123,086,418</b>	<b>\$ 38,875,026</b>	<b>31.6%</b>	<b>\$ 140,166,285</b>	<b>\$ 40,846,206</b>	<b>29.1%</b>	<b>30%</b>	<b>\$ 1,971,180</b>
<b>Total Remaining Funds (Surplus/Deficit)</b>	<b>\$ 28,781</b>	<b>\$ 5,329,449</b>		<b>\$ 12,098</b>	<b>\$ 7,399,044</b>			<b>\$ 2,069,595</b>

# Board of Trustees Financial Report

November 2010

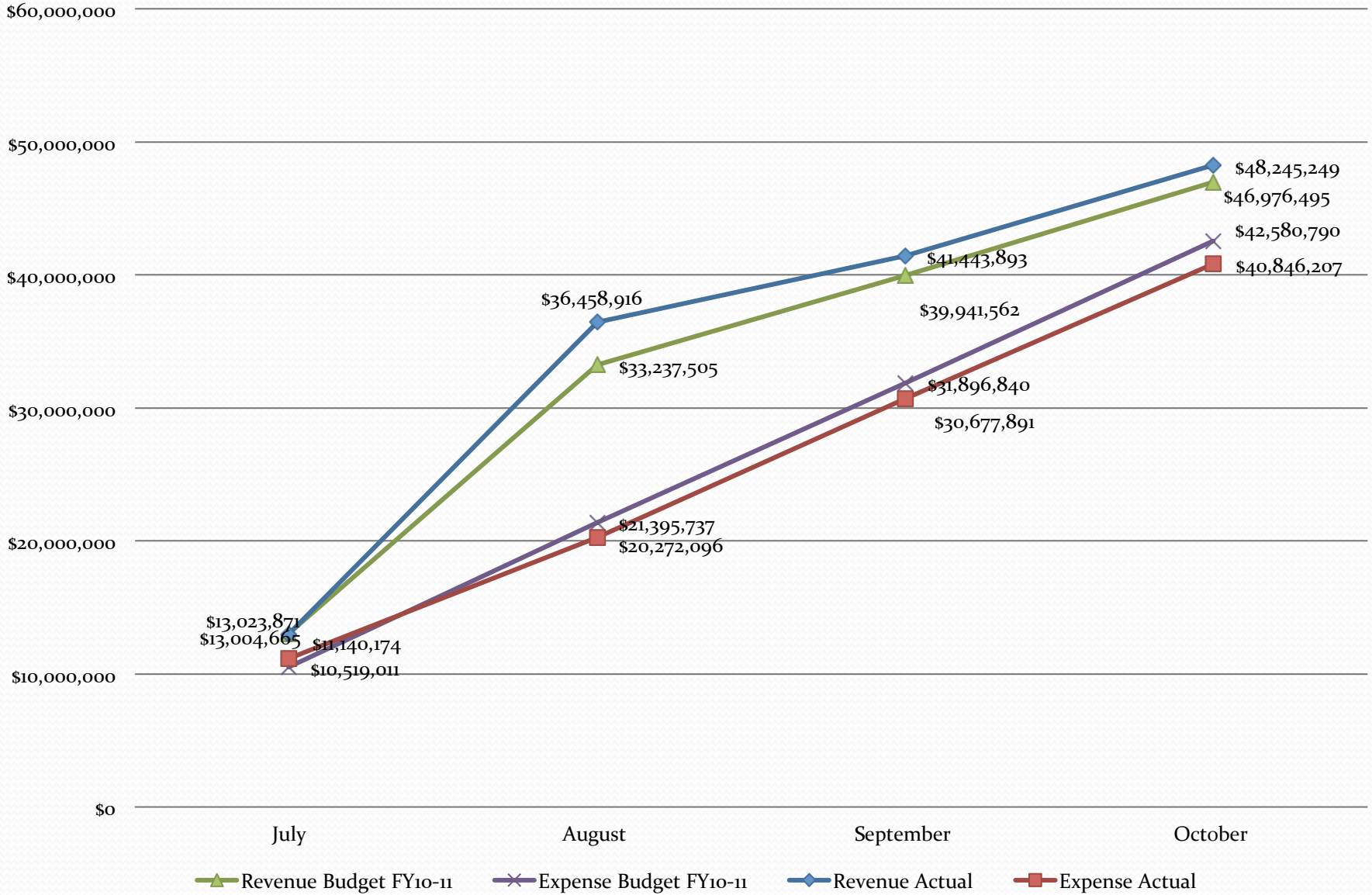


ST. PETERSBURG COLLEGE

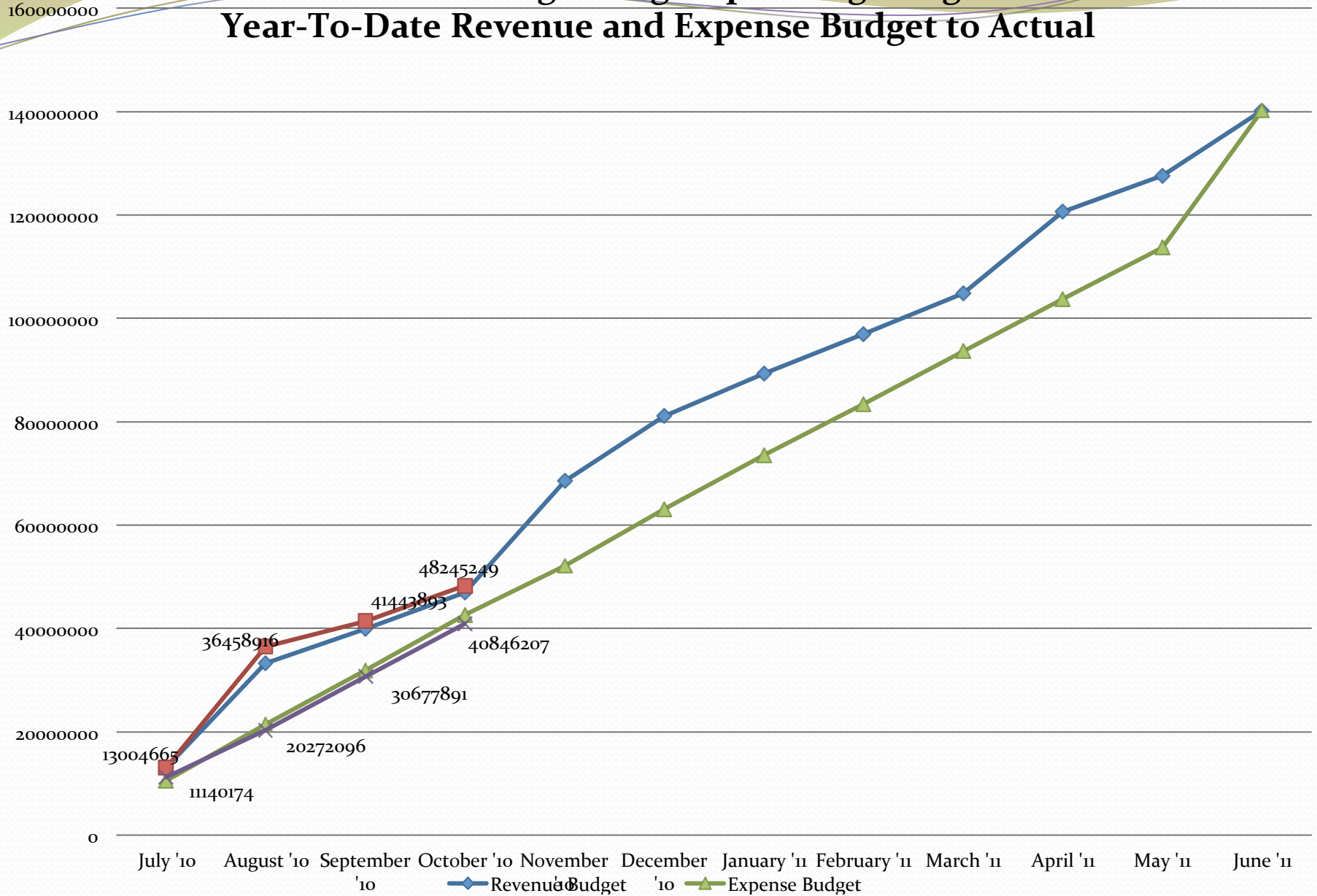
FY2010-2011 FUND 10 AND 12 BUDGET TO ACTUAL REPORTING: July 1 - October 31

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	FY09-10 Budget	FY09-10 YTD Actual	% To Budget				
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State Appropriation - Lottery	\$ 6,777,857	\$ -	0.0%	\$ 7,279,093	\$ -	0.0%	\$ -
Operating Cost for New Facilities	\$ 315,104	\$ -	0.0%	\$ 78,354	\$ -	0.0%	\$ -
State Appropriation - Bacc Program Fund	\$ 5,572,901	\$ 2,786,308	50.0%	\$ -	\$ -	0.0%	\$ (2,786,308)
Distance Learning Fee	\$ 2,180,968	\$ 1,313,041	60.2%	\$ 3,026,400	\$ 1,172,310	38.7%	\$ (140,731)
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<b>Total Revenues - Fund 10 and 12</b>	<b>\$ 123,115,199</b>	<b>\$ 44,204,474</b>	<b>35.9%</b>	<b>\$ 140,178,383</b>	<b>\$ 48,245,250</b>	<b>34.4%</b>	<b>\$ 4,040,775</b>
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<b>Total Remaining Funds (Surplus/Deficit)</b>	<b>\$ 28,781</b>	<b>\$ 5,329,449</b>		<b>\$ 12,098</b>	<b>\$ 7,399,044</b>		<b>\$ 2,069,595</b>

# FY10-11 Monthly Revenue and Expense Budget To Date



# St. Petersburg College Operating Budget Year-To-Date Revenue and Expense Budget to Actual



## Variance Analysis:

### Revenues

**State Government** actuals are less than budgeted primarily due to the difference with the funds historically sent as Baccalaureate funding. They are now included in CCPF and are now being received in more equal monthly payments.

**Student Fees** increased over budget due to the enrollment growth experienced beyond that anticipated in the budget.

**Other Revenue** is greater than budgeted primarily due to more revenues associated with Use of College Facilities than anticipated at this point in the year.

**Fund Transfers In** has a small negative variance due to budget trending, which included a \$5k Non-Mandatory Transfer In from Unrestricted Funds that occurred in July of last year but not again this year.

### Expenses

**Personnel expenses** has a positive variance to budget primarily due to vacant positions (both open positions and new positions that were added during the budget process that are not yet filled).

**Current Expenses** are 6.7% below budget, primarily due to fee waivers lower than anticipated for this point in the year (\$155k), minor equipment (\$94k), service contracts/fees (\$210k), and materials/supplies (\$64k).

**Capital expenses** are higher than budget primarily due to a strategic change that has enabled the purchase of approved capital items earlier in the year than in prior years.

## Board of Trustees Textbook Credit Update

- \$369,332 in price reductions (credits) to students via the BOT textbook credit initiative
- Approximately 18,400 students used the textbook credit
- 46 students hired by bookstore during peak period
- Financial Aid book line of credit to be added to the efollett on-line ordering system (should reduce lines at stores)
- Electronic textbook offerings to increase





Questions?

November 16, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College  
**FROM:** William D. Law, Jr., President *wdl*  
**SUBJECT:** Student Tuition and Fees Report

**Approval is sought for the following changes to the Student Tuition and Fee Schedule:**

**Additions:**

Type	Description	Amount	Due	Effective
Course/Fee	ETD 2392C Advanced Architectural Revit	\$75.00	with course registration	Summer 10/11
Course/Fee	ETD 2382C Solidworks Simulation Design Analysis	\$75.00	with course registration	Summer 10/11
Course/Fee	ETD 2371C Rapid Prototyping, Model Design, and Fabrication	\$75.00	with course registration	Summer 10/11

**Deletions:**

Type	Description	Amount	Due	Effective
Course/Fee	MUM 2037 Pop Vocal Style	\$120.00	with course registration	Summer 10/11


**Fee Changes:**

Type	Description	Amount	Due	Effective
Course/Fee	EEX 4940 Internship: Exceptional Student Education (currently \$89)	\$51.00	with course registration	Summer 10/11

Doug Duncan, Senior Vice President, Administrative/Business Services and Information Technology; Anne M. Cooper, Senior Vice President, Academic & Students Affairs; and Jamelle Conner, Associate Vice President, Institutional Research, Planning, Budget & Compliance, recommend approval.

November 16, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College  
**FROM:** William D. Law, Jr., President   
**SUBJECT:** Credit Curriculum

**Approval is sought for the following recommended changes to credit curriculum for the 2011-2012 catalog year:**

**New Courses Effective Term II 2010-2011:**

**Lower Division**

BSC 0070	Foundations of Anatomy and Physiology / Biology (2 credits)
COP 2XXX	iPhone / iPad App Development (3 credits)
DAA 1XXX	Stage Movement Techniques (1 credit)
DIG 2000	Introduction to Digital Media (3 credits)
DIG 2100	Web Design I (3 credits)
ETD 2371C	Rapid Prototyping Model Design and Fabrication (3 credits)
ETD 2382C	Solidworks Simulation Design Analysis (3 credits)
ETD 2392C	Advanced Architectural Revit (3 credits)
MUM 2035	Vocal Coaching for the Recording Studio (2 credits)
MUM 21XX	Audio Engineering Foundations (3 credits)
MUM 2672	Pro Tools for Game Audio (PT 130) (3 credits)
MUM 2674	Live Sound Reinforcement Techniques II (3 credits)
MUM 2XXX	Audio Mixing Techniques II (3 credits)
MUM 2XXXL	Audio Mixing Techniques II Lab (1 credit)
MUN 1391	Gospel Chorus (1 credit)
MUN 2022	Laptop and Electronic Arts Ensemble (1 credit)
MUN 2XXX	Contemporary Vocal Performance Fundamentals (1 credit)
REL 1004	New Religious Movements (3 credits)
REL 1060	Religion and Politics (3 credits)
REL 2460	Philosophy of Religion (3 credits)
SLS 1126	Faculty-Peer Mentoring Experience (1 credit)
THE 2000	Introduction to Theatre Arts (3 credits)
THE 2949	Co-Op Work Experience (1-3 credits)
TPA 1230C	Introduction to Costume Construction (3 credits)
TPA 2200C	StageCraft I (3 credits)
TPA 2204C	StageCraft II (3 credits)
TPA 2290	Technical Theatre Production (1-3 credits)
TPA 2600C	Introduction to Stage Management (3 credits)

TPA 2949 Co-Op Work Experience (1-3 credits)  
 TPP 1100 Acting I (3 credits)  
 TPP 1111 Acting II (3 credits)  
 TPP 2192 Acting Repertory (1 credit)  
 TPP 2260 Introduction to Camera Performance (3 credits)  
 TPP 2300 Introduction to Directing (3 credits)

**Upper Division**

ACG 3113 Intermediate Accounting II (3 credits)  
 BOT 3015C Plant Biology with Lab (4 credits)  
 BSC 4905C Undergraduate Research in Biology (1-6 credits)  
 BSC 4931 Senior Seminar in Biology (1 credit)  
 PCB 3023C Cell Biology with Lab (4 credits)  
 PUP 3002 Introduction to Public Policy and Administration (3 credits)  
 ZOO 3205C Invertebrate Zoology with Lab (4 credits)

**Course Changes Effective Term II 2010-2011:**

**Lower Division**

Course Number	New Course Number	Title	New Title	Changes in Course Description	Prerequisite/ Corequisite Changes	Major Learning Outcome/ Course Objective Changes
ARH 1000		Understanding Art				X
ARH 2050		Art History I	Art History: Ancient to Gothic	X		X
ARH 2051		Art History II	Art History: Renaissance to Contemporary			X
BCN 1930		Hurricane-Resistant Design for Residential Construction				X
CAP 2134		Database Security			X	
CHM 1025		Introduction to Chemistry		X		
CHM 1045	CHM 2045	General Chemistry and Qualitative Analysis I	General Chemistry I	X		
CHM 1045L	CHM 2045L	General Chemistry and Qualitative Analysis Laboratory I	General Chemistry Laboratory I	X		
CHM 1046	CHM 2046	General Chemistry and Qualitative Analysis II	General Chemistry II	X		

Course Number	New Course Number	Title	New Title	Changes in Course Description	Prerequisite/ Corequisite Changes	Major Learning Outcome/ Course Objective Changes
CHM 1046L	CHM 2046L	General Chemistry and Qualitative Analysis Laboratory II	General Chemistry Laboratory II	X		
FFP 2521		Blueprint Reading and Plans Review				X
HIM 1000		Introduction to Health Information Management			X	
HIM 2500		Organization and Supervision			X	
HIM 2510		Quality and Performance Improvement			X	
HUM 2210		Western Humanities I (Ancient through Renaissance)	Western Humanities: Ancient to Renaissance			X
HUM 2210H		Honors Western Humanities I (Ancient through Renaissance)	Honors Western Humanities: Ancient to Renaissance			X
HUM 2233		Western Humanities II (Baroque to the Present)	Western Humanities: Baroque to Contemporary	X		X
HUM 2233H		Honors Western Humanities II (Baroque to the Present)	Honors Western Humanities: Baroque to Contemporary	X		X
HUM 2270		Humanities (East-West Synthesis)				X
HUM 2270H		Honors Humanities (East-West Synthesis)				X
MUM 1629		Advanced Audio Mixing Techniques	Audio Mixing Techniques I	X		X
MUM 1629L		Advanced Audio Mixing Techniques Lab	Audio Mixing Techniques Lab I	X		X
MUN 1031		Pop Music Ensemble I	Rock Ensemble I			
MUN 1032		Pop Music Ensemble II	Rock Ensemble II	X		
MVV 1317		Pop Vocal Style I	Contemporary Vocal Style I	X		
MVV 2327		Pop Vocal Style II	Contemporary Vocal Style II	X		



Course Number	New Course Number	Title	New Title	Changes in Course Description	Prerequisite/ Corequisite Changes	Major Learning Outcome/ Course Objective Changes
PPE 2001		Personality Development				X
REL 2300		World Religions		X		X
SOP 2002		Social Psychology				X

### Upper Division

Course Number	New Course Number	Title	New Title	Changes in Course Description	Prerequisite/ Corequisite Changes	Major Learning Outcome/ Course Objective Changes
BTE 4412		Instructional Methods for Middle-School Business Technology Education with Practicum			X	
BTE 4413		Instructional Methods for Secondary Business Technology Education			X	
EDE 3302		Preparation for and Management of Classroom Instruction			X	
EDE 4226		Integrated Language Arts, Children's Literature, and Social Sciences			X	
EDE 4304		Integrated Mathematics and Science			X	
EDE 4421		Evaluation in Elementary Education			X	
EDE 4942		Integrated Language Arts, Children's Literature, and Social Science Practicum			X	

<b>Course Number</b>	<b>New Course Number</b>	<b>Title</b>	<b>New Title</b>	<b>Changes in Course Description</b>	<b>Prerequisite/ Corequisite Changes</b>	<b>Major Learning Outcome/ Course Objective Changes</b>
EDE 4943		Integrated Mathematics and Science Practicum			X	
EDG 3341		Effective Strategies for Underachieving Students			X	
EDG 3410		Classroom Management and Communication K-12			X	
EDG 4343		Cognitive Strategies Instruction in the Classroom			X	
EDG 4943		Cognitive Strategies in the Classroom Practicum			X	
HSC 4910		Health Services Administration Capstone		X	X	X
MAE 3941		Interactive Middle School Mathematics Projects Practicum			X	
MAE 4330		Instructional Methods in Secondary Mathematics with Technology			X	
MAE 4942		Instructional Methods in Secondary Mathematics with Technology Practicum			X	
SCE 3941		Secondary Science Field Experience (6-8)			X	
SCE 3945		Interactive Projects that Promote Learning in Science			X	
SCE 4330		Secondary School Science and Assessment with Technology			X	

Course Number	New Course Number	Title	New Title	Changes in Course Description	Prerequisite/ Corequisite Changes	Major Learning Outcome/ Course Objective Changes
SCE 4940		Instructional Methods in Secondary Science and Assessment with Technology Practicum			X	
TSL 3080		ESOL Issues: Principles and Practices I K-12		X	X	

**Course Deletions Effective Term II 2010-2011:**

**Lower Division**

AMH 2059	The United States in Vietnam
ANT 2381	Culture and Society of Spain
BCT 2708	Adv Construction Project Management
CET 2540	Open Systems Architecture I-TCP/IP
DEP 2302	Adolescent Development
ETD 2395C	Advanced AutoCAD with Architectural Desktop
ETI 1688C	Network Cabling Fundamentals
EUH 2052	History of Spain
HIM 2802	Professional Practice Experience - Transcription

**Upper Division**

None

**Program Changes Effective Term II 2010-2011:**

**Lower Division**

Programs	New Title	Adding Courses	Deleting Courses	Adding Subplans	Deleting Subplans	Other Changes
Music Industry / Recording Arts (MIRA-AS)		X	X			
Parks and Leisure Services-AS (PALS-AS)		X	X			

**Upper Division**

Programs	New Title	Adding Courses	Deleting Courses	Adding Subplans	Deleting Subplans	Other Changes
Biology (Biology-BS)		X				
Business Administration BS (BUS-BS)		X				

<b>Programs</b>	<b>New Title</b>	<b>Adding Courses</b>	<b>Deleting Courses</b>	<b>Adding Subplans</b>	<b>Deleting Subplans</b>	<b>Other Changes</b>
EPI Biology Science 6-12 Education Certificate (IMPSCI-CT)	EPI Biology Education Certificate (IMPSCI-CT)	X	X			X
EPI Elementary Education Certificate (IMPELED-CT)						X
EPI Exceptional Student Education Certificate (IMPESED-CT)						X
EPI Mathematics Education Certificate (IMPMATH-CT)		X	X			X
EPI Middle Grades General Science Education Certificate (IMPMGS-CT)		X	X			X
EPI Middle Grades Mathematics Education Certificate (IMPMGM-CT)		X	X			X
Public Policy and Administration (PPA-BS)		X	X			

**Information Only: To Be Taught 3 Terms as Experimental Courses:**

**Lower Division**

Part of the Bill Gates Foundation Grant.

- ENC 0990 Basic Writing II: My Bridge to Success (1-3 credits)
- MAT 0990 Elementary Algebra: My Bridge to Success (1-3 credits)
- REA 0990 Reading Techniques II: My Bridge to Success (1-3 credits)

**Information Only: Flexible Access Course Taught Online:**

**Lower Division**


- EEC 2523 Leadership and Administration in Early Childhood

Anne Cooper, Senior Vice President for Academic and Student Affairs, and Tonjua Williams, Vice President for Academic and Student Affairs, recommend approval.

rm1103104

November 16, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College  
**FROM:** William D. Law, Jr., President   
**SUBJECT:** Noncredit Curriculum

**Approval is sought for the following recommended changes to noncredit curriculum:**

**New Courses Effective Term III 2009-2010:**

**Workforce**

BSF0580 Principles of Engineering Economy - Online (4 hours)  
BSF0581 Incremental Investment and Incremental Return - Online (4 hours)  
CAD0914 Certified SolidWorks Associate (CSWA) Exam Prep with Exam (16 hours)  
CAD0915 Certified SolidWorks Associate (CSWA) Exam Only (3 hours)  
PPS0923 PowerPoint 2007 (12 hours)  
PRJ0904 MS Project 2007 Level 3 (8 hours)  
PTC0102 Personal Trainer Certification Make-Up Exam Only (3 hours)

**New Courses Effective Term I 2010-2011:**

**Recreation and Leisure**

AAP0573 The MAC for Beginners (4 hours)  
CDV0509 Separation and Divorce: A Child's View - Clergy/Counselor (5 hours)

**Workforce**

CAD0927 Revit Architecture Conceptual Design and Visualization (24 hours)  
CON0181 OSHA 510 - Standards for the Construction Industry Online (26 hours)  
CON0182 OSHA 511 - Standards for General Industry Online (26 hours)  
CON0183 Sustainable Business Online Workshop (2 hours)  
CON0184 Sustainable Assessment Process Online Workshop (4 hours)  
CON0185 Energy - Gas and Electric Online Workshop (4 hours)  
CON0186 HVAC - Heating and Cooling Online Workshop (2 hours)  
CON0187 Water and Waste Online Workshop (2 hours)  
LGN0544 Legal Guardian Family Training - Online (12 hours)  
LGN0545 Legal Guardian Family Training - DVD (12 hours)  
PSP0862 FLUSAR (Florida Urban Search And Rescue) Rope Rescue Level 1 (40 hours)  
PSP0863 Rooming, Apartments, and Hotels (4 hours)  
PSP0864 Use of Ventilation Prop (4 hours)



PSP0865                      Use of Open Areas (1-8 hours)  
PSP0866                      Forcible Entry (8 hours)  
TTP0889                      Boley POP (Pathways Out of Poverty) Level 1 (40 hours)

**Course Changes Effective Term III 2009-2010:**  
**Workforce**

Course Number	Title	New Title	Changes in Course Description	Hours Changes	Fee Changes
PSP0625	8 Hours ASIS Firearms				X
PSP0630	2 Hrs ASIS Firearms Training				X
PSP0631	ASIS Firearms Training - 4 Hours				X
PSP0632	ASIS Firearms Training - 6 Hours				X
PSP0633	Online Training 2 Hours				X
PSP0700	8 Hrs Specialized Advanced CJ Training				X
PSP0702	24 Hrs Specialized Advanced CJ Training				X
PSP0705	80 Hours In-Service Training				X

**Course Changes Effective Term I 2010-2011:**  
**Recreation and Leisure**

Course Number	Title	New Title	Changes in Course Description	Hours Changes	Fee Changes
AAP0574	How to Twitter, Tweet, and use your Cell Phone / iPhone	Social Networking for Beginners	X		
AAP0813	On the Road Again! Travel Photography				X
AAP0820	Adobe Photoshop Elements	Fundamentals of Photoshop Elements	X	X	
AAP0821	Photoshop Elements II	Fundamentals of Photoshop Elements II	X		
CDV0508	Separation and Divorce: A Child's View	Separation and Divorce: A Child's View - classroom	X	X	

**Workforce**

Course Number	Title	New Title	Changes in Course Description	Hours Changes	Fee Changes
AAP0795	Digital Cameras and Your Computer				X
AAP0797	Image Editing, Collages, and Presentations				X
AAP0814	Portrait Photography				X
LGN0543	Legal Guardian Family Training	Legal Guardian Family Training - Classroom	X		
PSP0801	Live Fire Instructor Training				X
PSP0802	Fire Department Instruction - CFE				X
PSP0803	Fire Inservice Training				X

Course Number	Title	New Title	Changes in Course Description	Hours Changes	Fee Changes
PSP0804	Fire Inservice Training				X
PSP0805	Fire Inservice Training				X
PSP0807	Fire Inservice Training				X
PSP0808	Fire Inservice Training				X
PSP0816	Physical Ability Test				X
PSP0817	Structural Live Fire Training				X
PSP0820	ASIS Fire Inservice Training				X
PSP0821	Shipboard Firefighting				X
PSP0822	LP Gas Fire Training				X
PSP0823	LP (Liquid Propane) Gas Fire Training	Fire Inservice Training			X
PSP0824	Structural Live Fire Inservice Training				X
PSP0825	Live Fire Adjunct Instructor Training				X
PSP0826	Apparatus Pump Operator				X
PSP0827	Emergency Use of Elevators				X
PSP0828	Fire Service Hydraulics				X
PSP0830	National Fire Academy (NFA) Control and Command of Incident Operation				X
PSP0832	Advanced Hoseline Management				X
PSP0834	NFA Command and Control of Target Hazards				X
PSP0835	Use of Thermal Imaging Cameras in Live Fire Environment				X
PSP0837	Advanced Auto Extrication				X
PSP0839	Fire Science Inservice				X
PSP0840	Live Fire Training Instructor (LFTI) Refresher Course				X
PSP0841	Firefighter Rescue/Firefighter Survival				X
PSP0842	NFA Strategy and Tactics for Initial Company Operations				X
PSP0843	NFA Incident and Command for Structural Collapse				X
PSP0844	NFA Incident Command for Highrise Operations				X
PSP0846	Florida Firefighter Minimum Skills Refresher				X
PSP0847	Size Up / Painting the Picture				X
PSP0848	Physical Ability Test Prep Class				X
PSP0849	Test Review for State Apparatus Operator Exam				X
PSP0850	Fire Dynamics for the Fire Service				X
PSP0851	Personal Rope Skills				X
PSP0852	Aerial Operations				X

<b>Course Number</b>	<b>Title</b>	<b>New Title</b>	<b>Changes in Course Description</b>	<b>Hours Changes</b>	<b>Fee Changes</b>
PSP0853	NFA NIMS (National Incident Management System) ICS (Incident Command System) for the Fire Service				X
PSP0854	NFA Incident Safety Officer				X
PSP0855	Big Fire Big Water				X
PSP0856	Ventilation				X
PSP0857	Tricks of the Truck				X
PSP0858	Firefighter Survival: Physiology of Self-Preservation				X
PSP0859	Emergency Vehicle Driver Training				X
PSP0860	Medical First Responder				X

**Temporary Course Changes Effective Term I 2010-2011:**  
**Workforce**


<b>Course Number</b>	<b>Title</b>	<b>Hours Changes</b>	<b>Fee Changes</b>
PSP0701	Officer Involved Shooting and In-Custody Death Investigation (#5-1)		X
PSP0702	Leadership Essentials for Contemporary Law Enforcement (#4862-6)		X
PSP0705	Instructor Techniques (#4617-2)		X
PSP0769	CJ Inservice 8 Hours (#5294-5)		X

Anne Cooper, Senior Vice President for Academic and Student Affairs; JC Brock, Campus Executive Officer, Allstate Center; and Stan Vittetoe, Provost, Clearwater Campus and Vice President for Workforce and Continuing Education, recommend approval.

rm1103103

November 16, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College  
**FROM:** William D. Law, Jr., President   
**SUBJECT:** Faculty Hiring Plan 2011-12 and 2012-13

One of the challenges we face each year is the recruitment and hiring of full-time faculty members who can continue the tradition of classroom excellence at St. Petersburg College. Reflective of the difficult financial times that the College has faced, both the number of faculty hired and the timing of the process have evolved to a critical level. Today, I am proposing a plan that will reinvigorate the process and reestablish the hiring of faculty as the most important of our budgetary priorities.

After careful review of the full-time/adjunct faculty ratios, growth within programs as well as campuses, and the decision to add a new program in theater, the attached list identifies the new College-wide full-time faculty needs. The list is extensive, reflective of the double-digit growth for each of the past few years and the limited number of new hires approved in the recent past. A review of the list demonstrates with great clarity the fact that we cannot continue to grow our programs and courses if we are not prepared to make faculty hiring a clear and enduring priority.

**The list of needed faculty positions is too extensive to be able to be fully funded in next year's budget. As a result, I am presenting a two-year plan as the starting point for bringing the number of full-time faculty back to a level that reflects the College's needs.**

In recognition of the challenging economic climate, **approval is sought for Year One (2011-12) of the attached Faculty Hiring Plan.** This will allow for the most pressing campus priorities to be met without jeopardizing the quality of instruction and service to our students.

These recommendations were submitted, reviewed and agreed to by the deans, provosts and the president's executive team.

Attachment

cgk1109103

Campus	Position Request	Rationale	Current Budgeted Salary	New Budgeted Salary	Net Sal Impact to Budget	Net Benefit Impact	Impact to Budget	Less Adjunct Cost	Total Impact to Budget
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**Lower - 2011-12**

SPG	Developmental Reading/Writing 30/70	New	\$0	\$55,000	\$55,000	\$19,250	\$74,250	\$25,988	\$48,263
SE	Humanities/Fine Arts 52/48	New	\$0	\$55,000	\$55,000	\$19,250	\$74,250	\$25,988	\$48,263
SE	Math 40/60	New	\$0	\$55,000	\$55,000	\$19,250	\$74,250	\$25,988	\$48,263
SPG	Developmental Math 24/76	New	\$0	\$55,000	\$55,000	\$19,250	\$74,250	\$25,988	\$48,263
TS	Developmental Math 41/59	New	\$0	\$55,000	\$55,000	\$19,250	\$74,250	\$25,988	\$48,263
CL	Biology 44/56	New	\$0	\$55,000	\$55,000	\$19,250	\$74,250	\$25,988	\$48,263
TS	Psychology 34/66	New - Dual credential Psychology & Sociology	\$0	\$55,000	\$55,000	\$19,250	\$74,250	\$25,988	\$48,263
CL	Theatre 0/100	New program/New position	\$0	\$55,000	\$55,000	\$19,250	\$74,250	\$25,988	\$48,263
SPG	Economics 60/40	Replaces Instructor	-\$69,562	\$55,000	-\$14,562	-\$5,097	-\$19,659	\$0	-\$19,659
CL	History 34/66	Replaces Instructor - Dual credential - Anthropology & History or Geography	-\$77,306	\$55,000	-\$22,306	-\$7,807	-\$30,113	\$0	-\$30,113
TS	Developmental Reading/Writing 53/47	Shift retirement position from CL 70/30	-\$65,711	\$55,000	-\$10,711	-\$3,749	-\$14,459	\$0	-\$14,459
SE	Communications 44/56	Shift retirement position from CL 71/29	-\$81,973	\$55,000	-\$26,973	-\$9,440	-\$36,413	\$0	-\$36,413
SPG	Data Base/Technology 59/41	Shift retirement position from TS 77/23	-\$68,016	\$55,000	-\$13,016	-\$4,556	-\$17,572	\$0	-\$17,572

**Upper 2011-12**

HEC	Health Services Admin 16/84	New	\$0	\$62,780	\$62,780	\$21,973	\$84,753	\$29,664	\$55,089
CLW	Biology 42/58	New	\$0	\$62,780	\$62,780	\$21,973	\$84,753	\$29,664	\$55,089
EPI	Business 49/51	Replaces Instructor	-\$69,745	\$62,780	-\$6,965	-\$1,593	-\$8,558	\$0	-\$8,558
SPG	Intro to Ed / Early Childhood 35/65	New (four year may pick up)- by faculty transfer			\$0	\$0	\$0	\$0	\$0

**Downtown/ Midtown 2011-12**

DT/MT	Developmental Math	New	\$0	\$55,000	\$55,000	\$19,250	\$74,250	\$25,988	\$48,263
DT/MT	American Government 0/100	New	\$0	\$55,000	\$55,000	\$19,250	\$74,250	\$25,988	\$48,263
DT/MT	Intro to Computers/Microcomputer Applications	Replacement-retirement	-\$69,562	\$55,000	-\$14,562	-\$5,097	-\$19,659	\$0	-\$19,659
DT/MT	Pre English	Shift inst from SPG teaching at DT/MT	-\$71,410	\$46,275	-\$25,135	-\$8,797	-\$33,933	\$0	-\$33,933
DT/MT	Pre Reading	Shift Inst. from SPG - teaching at DT/MT	-\$69,840	\$69,840	\$0	\$0	\$0	\$0	\$0

**Planning total 2012-13: \$412,437**




Campus	Position Request	Rationale	Current Budgeted Salary	New Budgeted Salary	Net Sal Impact to Budget	Net Benefit Impact	Impact to Budget	Less Adjunct Cost	Total Impact to Budget
<b>Lower - 2012-13</b>									
SE	Marketing/Management/Entrepreneurship	Hold 2012-13 New	\$0	\$55,000	\$55,000	\$19,250	\$74,250	\$25,988	\$48,263
SE	Communications 47/53	Hold 2012-13 New	\$0	\$55,000	\$55,000	\$19,250	\$74,250	\$25,988	\$48,263
CL	Humanities 48/52	Hold 2012-13 New	\$0	\$55,000	\$55,000	\$19,250	\$74,250	\$25,988	\$48,263
SPG	Band 38/62	Hold 2012-13 New	\$0	\$55,000	\$55,000	\$19,250	\$74,250	\$25,988	\$48,263
SPG	MIRA Program	Hold 2012-13 New	\$0	\$55,000	\$55,000	\$19,250	\$74,250	\$25,988	\$48,263
SE	Math 55/45	Hold 2012-13 New	\$0	\$55,000	\$55,000	\$19,250	\$74,250	\$25,988	\$48,263
TS	Math 56/44	Hold 2012-13 New	\$0	\$55,000	\$55,000	\$19,250	\$74,250	\$25,988	\$48,263
TS	Anatomy & Physiology/Microbiology 41/59	Hold 2012-13 New	\$0	\$55,000	\$55,000	\$19,250	\$74,250	\$25,988	\$48,263
SE	Anatomy & Physiology 49/51	Hold 2012-13 New	\$0	\$55,000	\$55,000	\$19,250	\$74,250	\$25,988	\$48,263
CL	Student Life Skills 0/100	Hold 2012-13 New - Cur	\$0	\$55,000	\$55,000	\$19,250	\$74,250	\$25,988	\$48,263
CL	Developmental Math 26/74	Hold 2012-13 New	\$55,000		\$55,000	\$19,250	\$74,250	\$0	\$74,250
SPG	Composition/Speech	Hold 2012-13 New	\$0	\$55,000	\$55,000	\$19,250	\$74,250	\$25,988	\$48,263
<b>Upper 2012-13</b>									
EPI	Business 49/51	Hold 2012-13 New	\$0	\$62,780	\$62,780	\$21,973	\$84,753	\$29,664	\$55,089
CLW	Public Policy & Legal Studies 25/75	Hold 2012-13 New	\$0	\$62,780	\$62,780	\$21,973	\$84,753	\$29,664	\$55,089
<b>Downtown/ Midtown 2012-13</b>									
DT/MT	Humanities/Religion	Hold 2012-13 New	\$0	\$55,000	\$55,000	\$19,250	\$74,250	\$25,988	\$48,263
DT/MT	Anatomy & Physiology	Hold 2012-13 New	\$0	\$55,000	\$55,000	\$19,250	\$74,250	\$25,988	\$48,263
DT/MT	Student Life Skills/Psychology	Hold 2012-13 New	\$0	\$55,000	\$55,000	\$19,250	\$74,250	\$25,988	\$48,263

**Planning total 2012-13: \$860,104**

November 16, 2010

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

**FROM:** William D. Law, Jr., President 

**SUBJECT:** Naming Policy

Attached is the first draft of a comprehensive policy on the naming of buildings, programs, or other honorific recognitions for the College. This is provided in response to a request by Chairman Burke at our July meeting.

St. Petersburg College has been fortunate to have had a number of benefactors and supporters over our long history of service. We have recognized the financial and service contributions of these persons in a variety of ways over many years. While the value of all of the contributors has been recognized, there exists a wide variety of means for memorializing the contributions. In some cases, the recognition is apparent and prominent; in other cases, the recognition is not as prominent. As part of the review, we have documented those recognitions and will be providing a brief photographic presentation of the current situation. In some cases, I believe we should renew or enhance the specific naming plaque or signage.

**Approval is sought to proceed with developing specific wording and style for inclusion in the Board of Trustees rules.**

wdl1110101

# BOARD OF TRUSTEES REVIEW DRAFT

## ST. PETERSBURG COLLEGE NAMING POLICY

### Intent

The primary intent of the property naming process is to allow St. Petersburg College to recognize the importance and/or efforts of an individual to the College. Those honored with such a naming might be: trustees, staff, faculty members or donors (including corporate donors) who have significantly contributed to the College.

### Naming Opportunities

There are two kinds of naming opportunities:

#### *Honorary*

This form of naming recognizes extraordinary contributions to the College. Persons being considered for honorary naming must have been dedicated to the purpose, nature and mission of the College. Additionally, they must have achieved outstanding distinction through service to the College, community or nation.

#### *Philanthropic*

In consideration for a substantial gift or gifts, the College may choose to name a College building, facility or program in recognition of the donor. These naming opportunities must be consistent with the College's mission and role as a public trust and should enhance the public reputation of the College. Naming opportunities of this type should be based on the eminence of the donor and the donor's relationship to the College and the entity being named. No building, facility or program should be named until the gift is complete.

The naming process is developed by identifying individuals, foundations or companies who have a deep interest and association with the entity being named. Donor names will be associated with whatever is being named permanently and must represent the highest standards for emulation that can be achieved.

In the case of philanthropic giving, the contributions being given should benefit and support whatever is being named. Except as it relates to certain state matching gift program requirements, contributions should be in the form of endowments so that the support being given will continue to benefit the named building, facility or program through the years. Requiring gifts to be gifts of endowment is a common practice in colleges and universities. This is based on the idea that since the naming is permanent, the purpose should also be permanent.

### Establishment and Duties of the Property Names Committee

A Property Names Committee will be established to ensure uniformity and consistency of names on the campuses and to make suggestions for names when requested by the President. The Committee will be appointed by and report directly to the President. The Committee will consist of:

## **BOARD OF TRUSTEES REVIEW DRAFT**

- Vice President, Facilities Planning & Institutional Services,
- Director of Facilities Services,
- Executive Director of the Foundation,
- the Provost or Site Director where the naming opportunity is proposed to take place,
- a faculty member nominated by the President of the Faculty Governance Organization,
- the proposer of the new name, and
- a representative(s) of the occupants of the building to be named.

The President shall make substitutions as appropriate for namings that go beyond a single campus or that pertain to programs or services.

### Duties

The Committee will:

- Consider names proposed and apprise interested parties of the policy for the selection of names.
- Act as the formal point of contact for names to be submitted, researched and forwarded for recommendation.
- May recommend a specific name in response to a naming opportunity.
- Maintains records of approved dedications and building names.
- Receive and maintain brief biographical information and a statement as to why the person named is so honored.
- Notifies the requester of the dedication of the approval status once the President and Board of Trustees have acted upon the request.

### Naming Process

A formal letter of request should be submitted by the President or appropriate Cabinet member with a statement of the nature of the request. The letter should discuss the importance of the naming to the College, the nature of the gifting and/or meritorious activity, and any other conditions, concerns or impacts of the naming. The application should include a resume or discussion of the individual(s) being honored as well as letters of reference or recommendation supporting the action.

Requests for approval of naming should be transmitted to Facilities Services through the appropriate Cabinet member. Following receipt of the request, Facilities Services will convene the Property Names Committee to review and forward a recommendation to the President. The President will submit the recommendation to the Board of Trustees for approval.

### Final Approval

The Board of Trustees shall retain authority for final approval of all requests for namings. No buildings, roadways, programs, services or other facilities shall be named without a specific affirmative vote of the Board of Trustees.

**St. Petersburg College and USF St. Petersburg Collaboration**

<b>College of Business</b>	Articulate SPC Business degrees into USFSP MBA
<b>Computer Information Technology</b>	Articulate SPC Tech Management degree into their USFSP MBA with a Technology track
<b>Natural Science</b>	<p>Environmental Science Articulation of courses for SPC transfer students. USFSP graduate student opportunities at SPC. Possible SPC Environmental Science 2+2 and SPC Biology 4+2 with USFSP programs.</p> <p>Geographic Information Systems Invitation for our students and faculty to join USFSP GIS Day November 17. Possible GIS software sharing. Collaborate on development of 4-week summer workshop/course in GIS. NSF grant partnering to involve SPC students in undergraduate research.</p>
<b>Social Science</b>	Articulation of three SPC Psychology courses to satisfy degree credits in Psychology at USFSP.
<b>Fine Arts &amp; Humanities</b>	<p>Visual Art portfolio review workshop for SPC students conducted by USFSP Visual Art faculty so students are better prepared for possible application and transfer.</p> <p>Possible articulation with SPC Photography and Digital Arts program and USFSP Journalism and Media Studies.</p> <p>Encourage USFSP transient student participation in our Performing Art courses.</p>
<b>Communications</b>	<p>Possible adjunct opportunities for USFSP graduate students in reading and writing.</p> <p>Invite USFSP English Education students to observe our modular competency-based developmental reading and writing courses.</p>
<b>Mathematics</b>	Possible adjunct sharing opportunities in Mathematics for USFSP and SPC.



# St. Petersburg College and USF St. Petersburg Collaboration

- **College of Business**
  - Articulation
- **Computer Information Technology**
  - Articulation
- **Natural Science**
  - Environmental Science
  - Geographic Information Systems
  - NSF Grant
- **Social Science**
  - Articulation
- **Fine Arts & Humanities**
  - Portfolio Review Workshop
  - Articulation
  - Transient Student Participation
- **Communications**
  - Adjunct Opportunities
  - Development Reading
- **Mathematics**
  - Adjunct opportunities