

AGENDA

**ST. PETERSBURG COLLEGE BOARD OF TRUSTEES
TUESDAY, DECEMBER 14, 2010**

**ST. PETERSBURG/GIBBS CAMPUS
STUDENT SERVICES BUILDING (SS 202)
6605 FIFTH AVENUE NORTH
ST. PETERSBURG, FLORIDA**

SPECIAL 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
 - 1. Vicki L. Coon, Academic Administrative Specialist, Social Science, Tarpon Springs Campus
 - 2. Sue L. Dillon, Assistant, M.M. Bennett Library, Clearwater Campus
 - 3. Joseph B. Fenley, Professor, Social Science, Clearwater Campus
 - 4. Sally S. Naylor, Dean, College of Education, Tarpon Springs Campus
 - 5. Carlene M. Peterson, Project Coordinator, Center for Public Safety Innovation, Allstate Center
 - 6. Gregory Rabelo, Instructional Technologist, Web and Instructional Technology, Tarpon Springs Campus
 - 7. Sharon A. Swallow, Professor, Communications, Clearwater Campus
 - 8. Larry R. Webster, Program Coordinator, Early College/Dual Enrollment/Early Admission, Tarpon Springs Campus
- B. Recognitions/Announcements
 - 1. Syd McKenzie, General Counsel, District Office

III. COMMENTS

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

IV. REVIEW AND APPROVAL OF MINUTES

Board of Trustees' Meeting of November 16, 2010

V. MONTHLY REPORTS

- A. Board Attorney – Joseph H. Lang
- B. General Counsel – Syd H. McKenzie
- C. Provosts – Nicotera, White
- D. Faculty Senate – Mahoney

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

VII. NEW BUSINESS

- A. STUDENT SUCCESS AND ACHIEVEMENT (*information*)
 - Overview of the New Accreditation, Accountability, and Assessment Committee Structure – New Leadership Alliance (Burniston, Coraggio, Hopf)
- B. BIDS, EXPENDITURES AND CONTRACTS (through Purchasing). **NONE**
- C. OTHER EXPENDITURES AND CONTRACTS. **NONE**
- D. GRANTS/RESTRICTED FUNDS CONTRACTS
 - 1. Application/Acceptance
 - a. Florida Department of Education – Division of Public Schools, Bureau of Exceptional Education and Student Services – State Personnel Development
 - b. Bill and Melinda Gates Foundation—Completion by Design Initiative
 - c. National Science Foundation – Advanced Technological Education, DeafTec: Technological Education Center for Deaf and Hard-of-Hearing Students
 - d. Southwest Florida Water Management District – Restoration and Replanting on the St. Petersburg College Seminole Campus – Cooperative Funding Initiative

2. Amendment(s)
 - a. Hillsborough Community College through National Science Foundation – Florida Advanced Technological Education Regional Center for Manufacturing Education (FLATE) Grant
 - b. Telecommunications for the Deaf and Hard of Hearing, Inc.
- E. CAPITAL OUTLAY, MAINTENANCE, RENOVATION, AND CONSTRUCTION
1. Disposition of Surplus or Obsolete Property (Survey #535)
 2. Certificate of Final Inspection and Release of Final Payment, Project 151-F-10-15, Remodel for Classrooms, Labs and Offices, Phase 4, Downtown Center
 3. Review of Phase III Construction Documents (Demolition Phase), Project 1707-L-10-2, Construct New Ethics and Social Science Building, Clearwater Campus (Building 35)
- F. AGENCY BILLINGS. **NONE**
- G. PERSONNEL
1. Personnel Report
- H. PROPOSED CHANGES TO BOT RULES MANUAL – Public Hearing. **NONE**
- I. FINANCIAL REPORT AND TEXTBOOK CREDIT UPDATE (*information*)
- J. SPC FOUNDATION, INC. – CERTIFICATION OF ELIGIBLE CASH CONTRIBUTIONS

VIII. PRESIDENT’S REPORT

- A. SPC AND USF ST. PETERSBURG COLLABORATION – Dr. Anne Cooper
- B. MIDTOWN UPDATE*

IX. FUTURE AGENDA ITEMS

X. NEXT MEETING DATE AND SITE

- Tuesday, January 18, 2011, 8:30 a.m., EpiCenter, **followed by Board Retreat**
- Tuesday, February 22, 2011 Board Meeting Relocation to Clearwater 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, December 14, 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.

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.

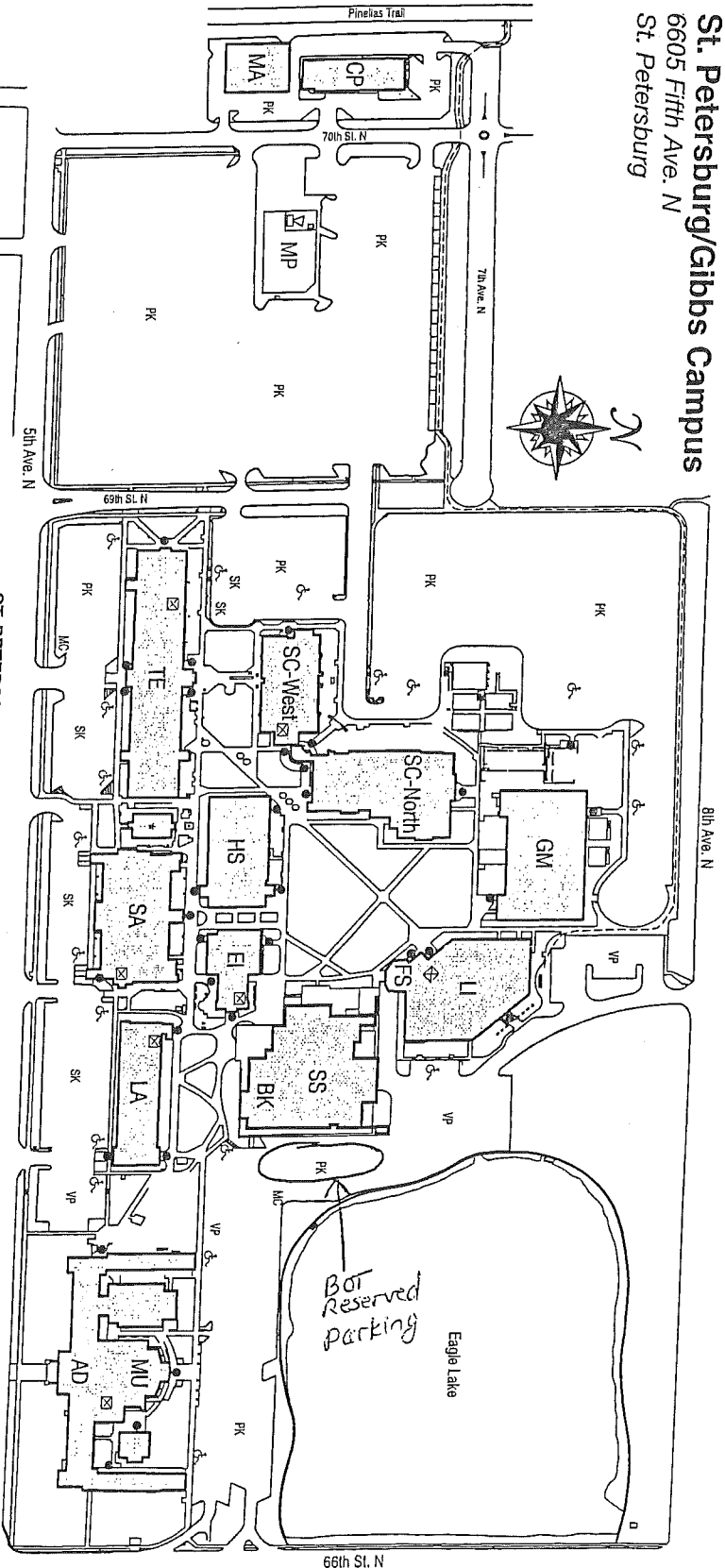
***No packet enclosure**

Date Advertised: Nov. 19, 2010

[Confirmation of Publication](#)

St. Petersburg/Gibbs Campus

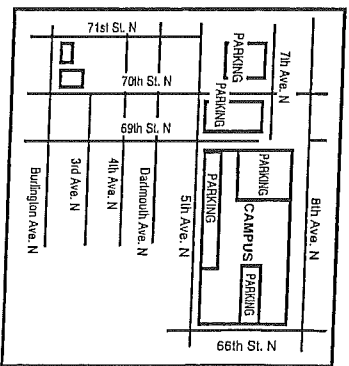
St. Petersburg/Gibbs Campus
 6605 Fifth Ave. N
 St. Petersburg



ST. PETERSBURG/GIBBS BUILDING CODES

- AD - James E. Hendry Administration Building
- BK - Bookstore
- CP - Chiller Plant
- EI - Ethics Institute
- FS - Food Service
- GM - Gymnasium
- HS - Humanities
- LA - Language Arts
- LI - West St. Petersburg Community Library
- LI - a Michael M. Bennett Library
- MA - Maintenance
- M/C - Motorcycle parking
- MP - Mini park (picnic area)/challenge course
- MU - Music Center
- PK - Student parking
- RT - Running track
- SA - Phillip Benjamin Social Arts Building
- SC - Natural Science
- SK - Staff parking
- SS - Student Services
- TE - W. Richard Johnston Technical Building
- WE - Wellness Center
- VP - Visitor parking

* Beginning fall, 2009, this building will be used for MIRA - the Music Industry Recording Arts program.



PARKING COLOR CODES

- Handicapped - Blue
- Staff/Faculty - Yellow
- Student - White
- Visitor - Green

KEY

- ⊕ ACCESS TO ACCESSIBLE DOORS
- ⊗ ELEVATOR
- ⊖ BICYCLE PATH FROM THE PINELLAS TRAIL

Board of Trustees

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

December 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

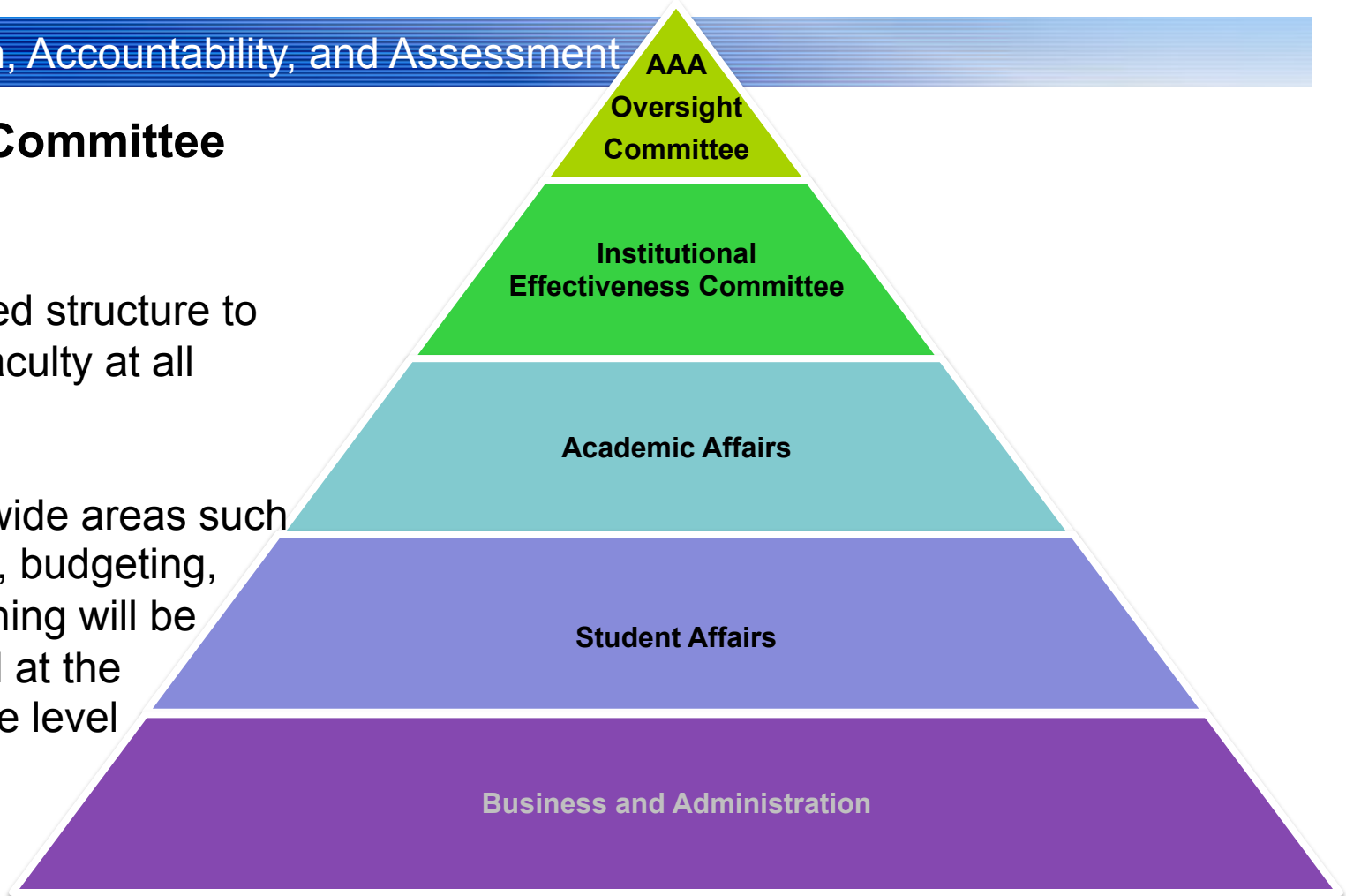


AAA Committee Structure

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



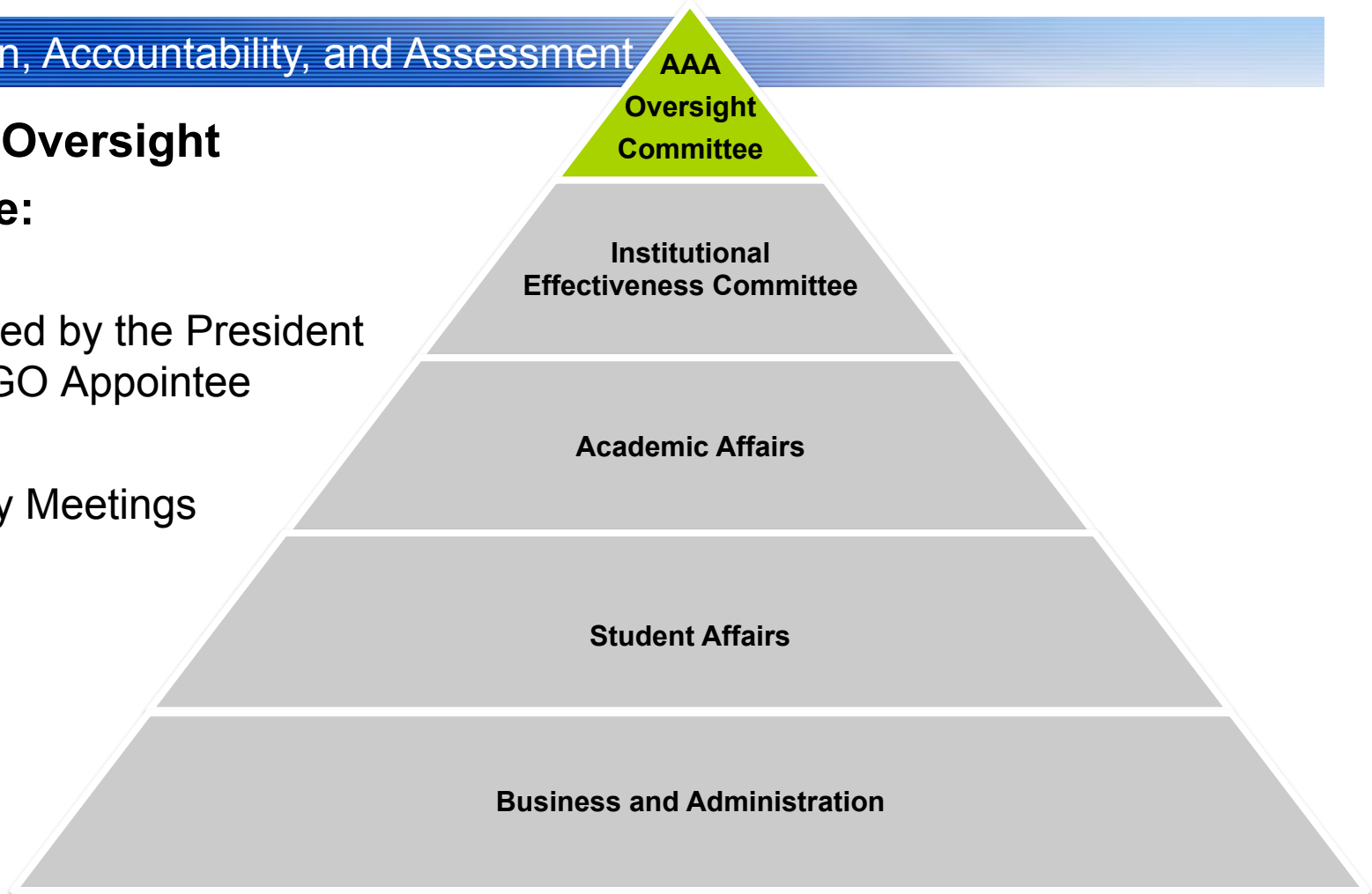


AAA Committee Structure

Accreditation, Accountability, and Assessment

New AAA Oversight Committee:

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



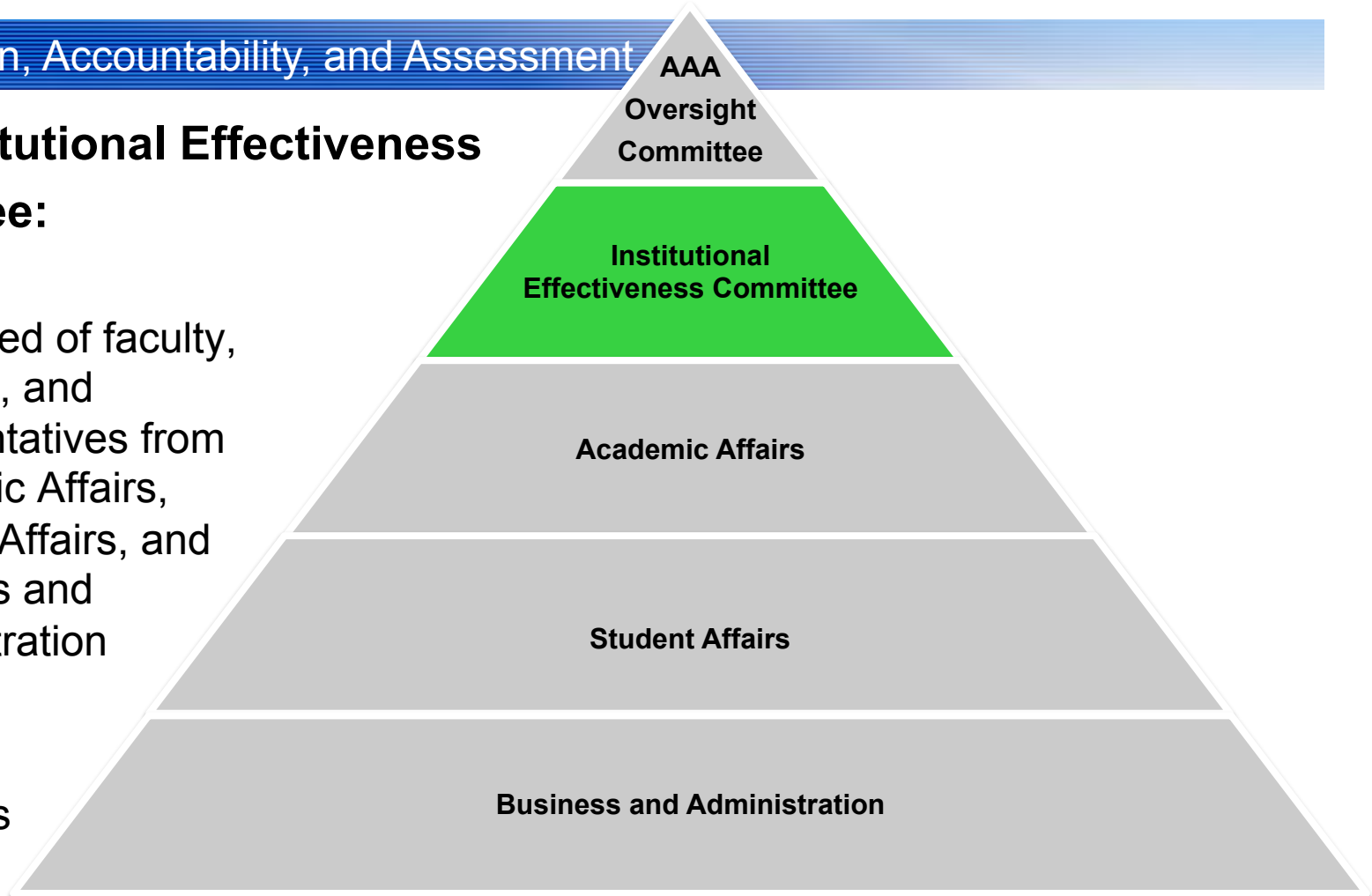


AAA Committee Structure

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



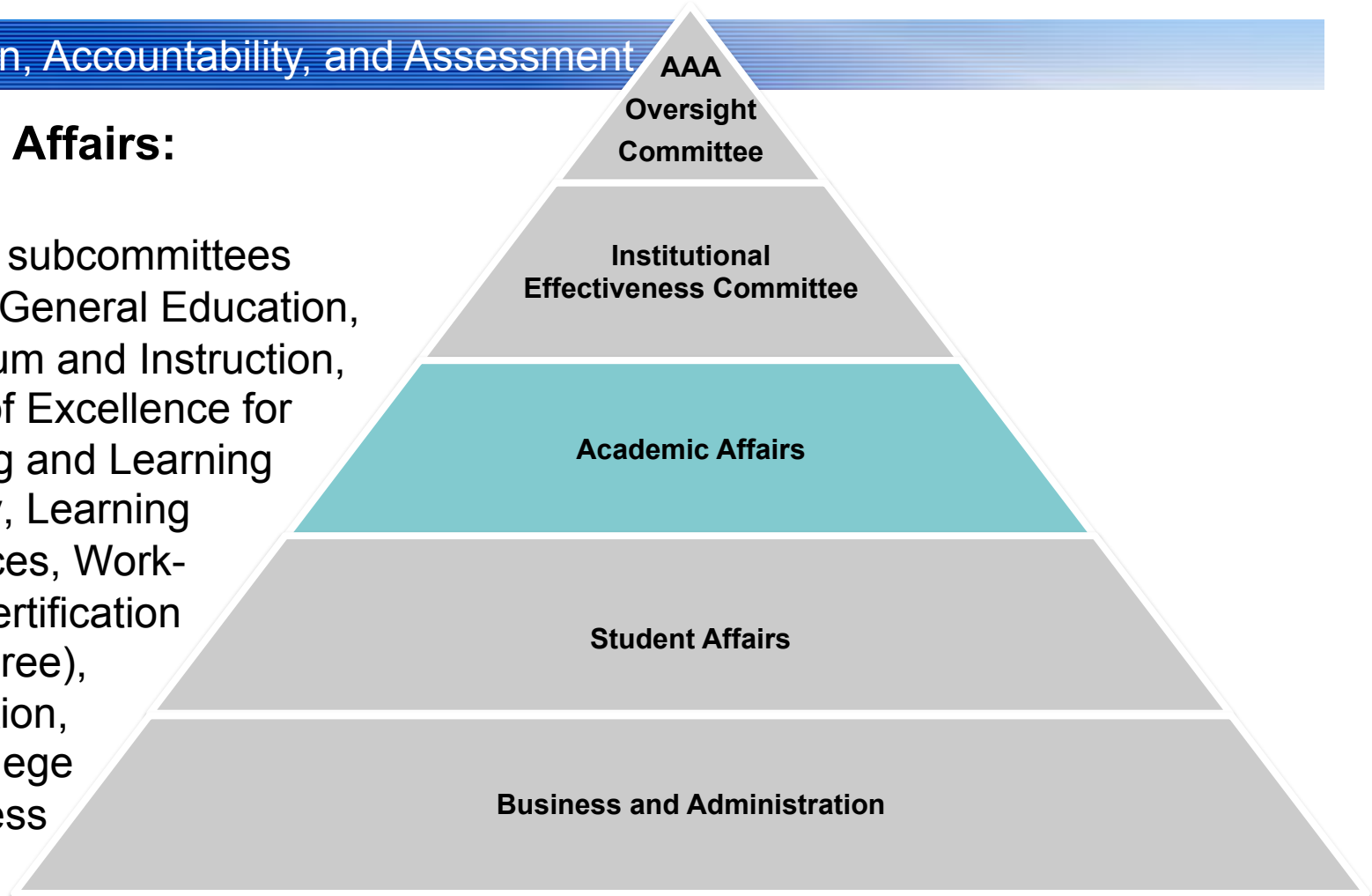


AAA Committee Structure

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



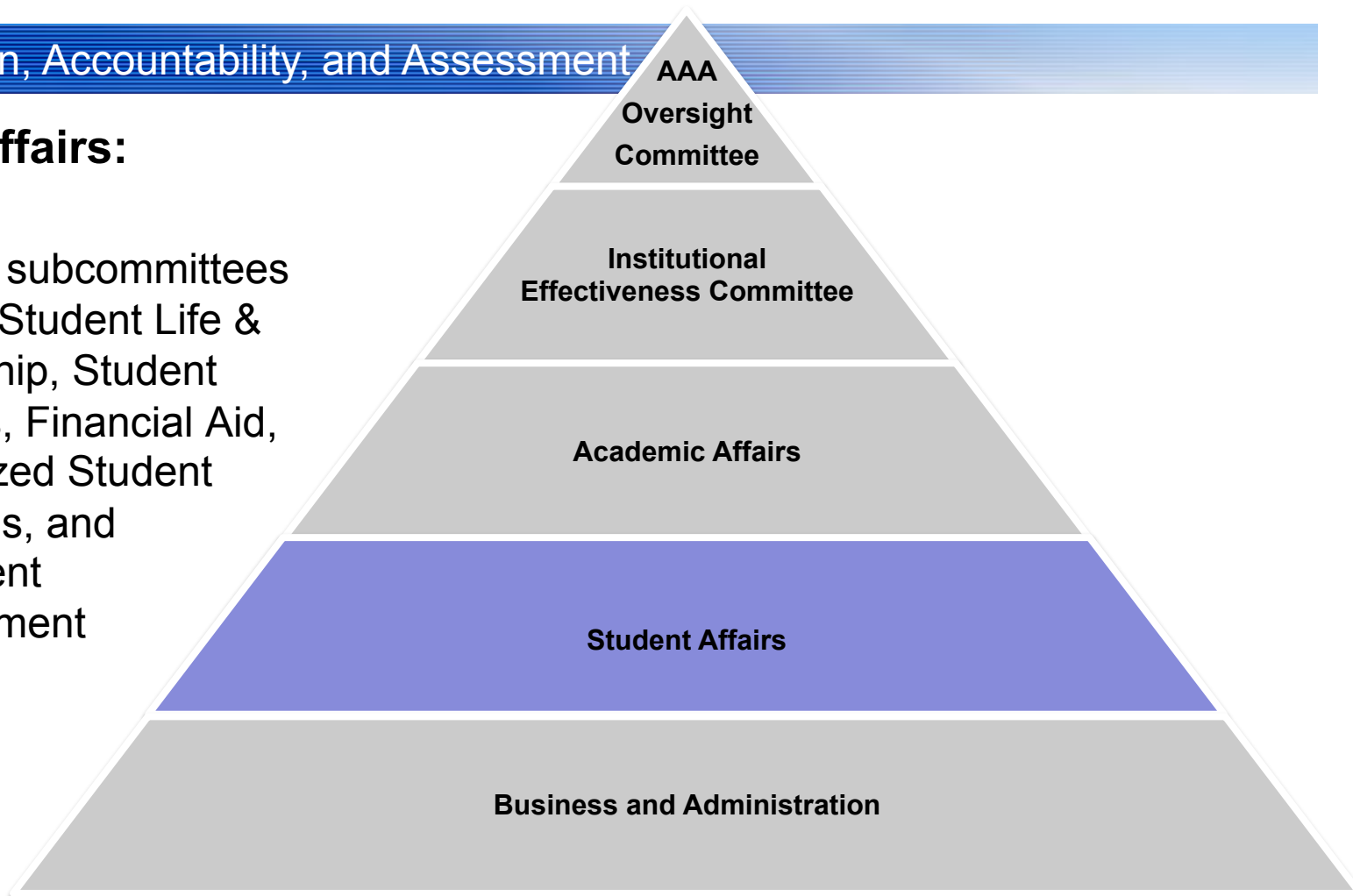


AAA Committee Structure

Accreditation, Accountability, and Assessment

Student Affairs:

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



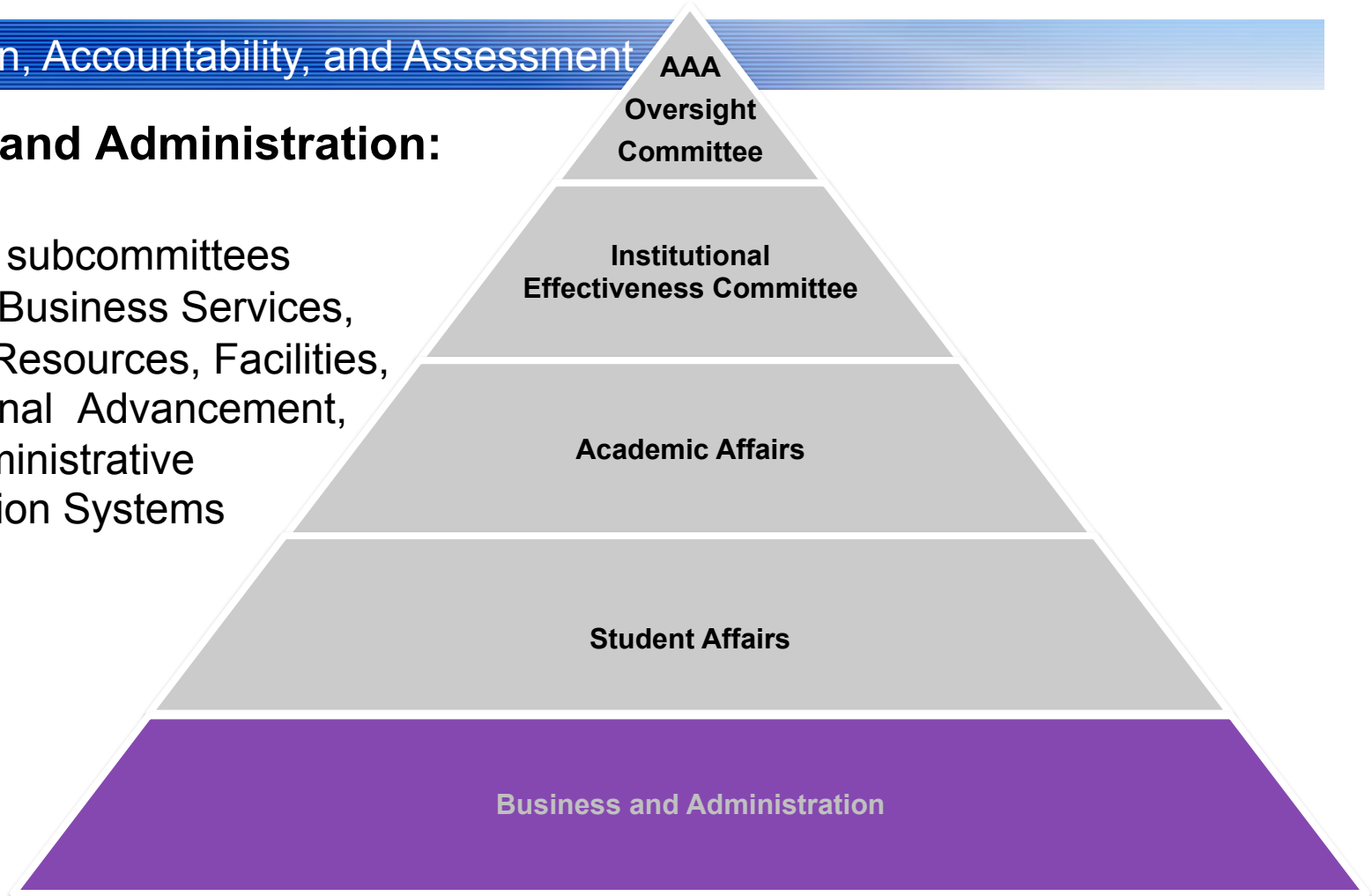


AAA Committee Structure

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 and students through campus visits

Board of Trustees

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

December 2010

Provost Reports
Board of Trustees Meeting
December 2010

HEC/K-12 Articulation

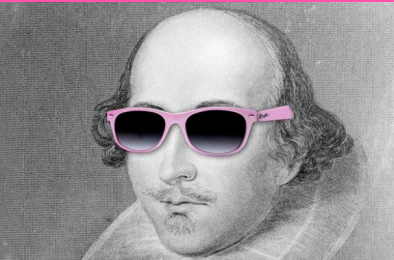
Emergency Medical Services

- Manatee High School – current
- Pinellas Park High School – August 2011
 - First Responder Academy

SPC

- EMS 1059C – Emergency Medical Services, First Responder class is offered at the high school
 - Upon completion students can enter:
 - EMS Program
 - Fire Science Program
 - Police Academy
 - May seek employment as an emergency transporter

Composition



Speech



Literature

Honors English



[Learn more about Dr. Angelou's Story >>>](#)

Learning Support

Communications

Fall 2010 Students: 3,621

ENC 1101 & 1102
Honors ENC 1121
Honors ENC 1122

World Literature
British Literature
American Literature
African-American
Literature
Children's
Literature
Contemporary
Literature
Women's Literature

Introduction to
Speech
Communications
Business &
Professional Speech
Public Speaking

Creative Writing



ESL & Foreign Languages



Developmental English & Reading



Film
World Cinema
Journalistic Writing
Mass
Communications
Popular Arts
Co-op Experience

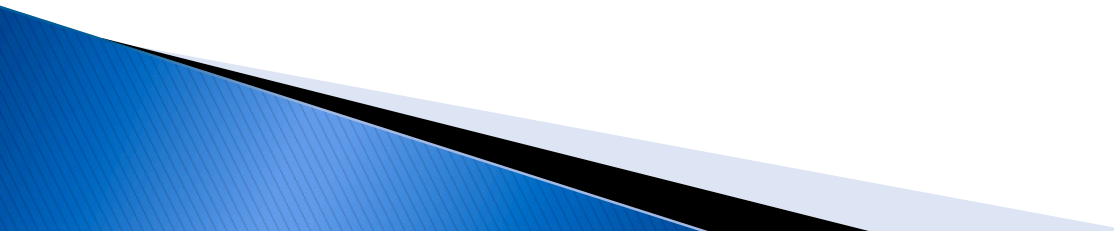
EAP 200 & 295
EAP 300 & 395
EAP 400 & 495
EAP 1500 & 1595
EAP 1695

French I & II
Spanish I & II
Intermediate &
Advanced Spanish

Developmental
English and
Reading &
Bridge to Success

Faculty Senate Report
Board of Trustees Meeting
December 2010

FGO

- ▶ Professor Emeritus
 - ▶ Virtual Office Hours
 - ▶ Compensation Committee
- 

December 14, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Florida Department of Education – Division of Public Schools, Bureau of Exceptional Education and Student Services – State Personnel Development

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 Education, Division of Public Schools, Bureau of Exceptional Education and Student Services (BEESS), to receive \$70,000 to increase the State's capacity to prepare and retain highly qualified personnel that provide instructional and related services to children with disabilities. The project period is from October 1, 2010 through September 30, 2011. The goal of SPC's "Secondary Classroom Skills for ESE Student Success" project is to prepare in-service teachers in engineering, mathematics and science through the creation of four (4) online courses that will make them eligible for ESE (Exceptional Student Education) certification. Differentiated instruction skills needed by secondary general education teachers will be made available, statewide, through an online, collaborative format.

The target audience for this project is primarily secondary (6-12) math and science teachers; however, other secondary teachers may be served on a space available basis. This project will create four (4) new courses targeted toward differentiating instruction in secondary settings. The project will also take the courses through the curriculum and online approval process at the institution. The four (4) online courses will continue to be offered beyond the grant period, statewide, as long as the demand remains.

The award funds will be used to pay salaries and fringe benefits as well as other expenditures including printing, supplies and travel. See attached Information Summary for additional information.

Syd McKenzie, General Counsel; Kay Burniston, Vice President, Baccalaureate Programs; and Sally Naylor, Dean, College of Education, recommend approval.

Attachment

sn1201103

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

Date of BOT Meeting: December 14, 2010

Funding Agency or Organization: Florida Department of Education, Division of Public Schools, Bureau of Exceptional Education and Student Services (BEESS)

Name of Competition/Project: State Personnel Development

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 10/1/10 **End:** 9/30/11

Cabinet Member: Kay Burniston

Manager: Sally Naylor/Sue Blanchard

Focus of Proposal: St. Petersburg College will use its grant of \$70,000 to develop four (4) online courses that will prepare in-service teachers in engineering, mathematics and science to become eligible for ESE (Exceptional Student Education) certification.

The cost for the project will be \$70,000.

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.)

Salaries	\$28,663
Fringe Benefits	\$ 3,390
Scholarships	\$34,000
Materials & Supplies	\$ 225
Travel	\$ 400
Indirect Costs	<u>\$ 3,322</u>
Total Budget	\$70,000

Funding:
Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below) \$70,000

Total amount from funder: \$70,000

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 N/A
Services N/A
Staff Training N/A
FTE N/A
Other N/A

College Goals and Institutional Initiatives Addressed:


College Goal: IX. Recruit and develop an outstanding diverse faculty and staff.

Institutional Initiative(s): 3. Provide professional development programs and other support for faculty and staff to facilitate the success of a diverse student body, including those with special learning needs or disabilities.

December 14, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Bill and Melinda Gates Foundation—Completion by Design Initiative

Confirmation is sought to accept a grant award for a proposal that was submitted, subject to Board of Trustees' approval, to the Bill and Melinda Gates Foundation (in partnership with Hillsborough Community College and Pasco-Hernando Community College) for SPC to receive \$65,768 to participate in the Completion by Design Initiative described below. "Pathways to Success" is an application from the Tampa Bay Alliance consisting of Hillsborough Community College, Pasco-Hernando Community College and St. Petersburg College for the period March 2011 through November 2013. The goal of the Alliance is to join in partnership to improve student success. Authorization is also sought to accept funding and enter into any necessary agreements, if awarded.

Completion by Design is a signature initiative of the Bill and Melinda Gates Foundation's Postsecondary Success Strategy and is supported by the Completion by Design Assistance Team comprised of national education experts. Completion by Design is a five-year community college reform effort designed to increase the proportion of and pace by which low-income young adults progress to postsecondary credential and degree completion. As part of the application process, the Foundation will select Managing Partners to lead the design and implementation of a model pathway to completion.

The award funds will be used to pay personnel salaries, fringe benefits, travel and participants. See attached Information Summary for additional information.

Syd McKenzie, General Counsel; Anne M. Cooper, Senior Vice President, Academic & Student Affairs; and Kay Burniston, Vice President, Baccalaureate Programs, recommend approval.

Attachment

ac:kb1201103

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

Date of BOT Meeting: December 14, 2010

Funding Agency or Organization: Bill & Melinda Gates Foundation

Name of Competition/Project: Completion by Design Initiative

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** March 2011 **End:** November 2013

Cabinet Member: Anne Cooper/Kay Burniston

Manager: Anne Cooper/Kay Burniston

Focus of Proposal: “Pathways to Success” is an application from the Tampa Bay Alliance consisting of Hillsborough Community College, Pasco-Hernando Community College and St. Petersburg College for the period March, 2011 through November, 2013. The goal of the Alliance is to join in partnership to improve student success.

Completion by Design is a signature initiative of the Bill & Melinda Gates Foundation’s Postsecondary Success Strategy and is supported by the Completion by Design Assistance Team (CDAT), a team of national education experts. Completion by Design is a five-year community college reform effort designed to increase the proportion of and pace by which low-income young adults progress to postsecondary credential and degree completion. Through this RFA process, the Foundation will select Managing Partners to lead the design and implementation of a model pathway to completion.

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 Salaries	\$36,727
Fringe Benefits	\$13,082
Travel	\$ 8,459
Participants	<u>\$ 7,500</u>
Total Budget	\$65,768

Funding:
Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below) \$65,768

Total amount from funder: \$65,768

Amount/value of match:	Cash:	N/A
	In-kind:	Time and Resources
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	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:	X.	Perform continuous institutional self-evaluation and efficient and effective operations to assure a culture of excellence in student services and academic success.
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Institutional Initiative(s):	1.	Achieve college-wide year-over-year increase in the retention rate of non-graduating students until SPC retention ranks in the top quartile of student retention for Florida Community Colleges.
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December 14, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: National Science Foundation – Advanced Technological Education,
DeafTec: Technological Education Center for Deaf and Hard-of-Hearing Students

Confirmation is sought to accept a grant award for a proposal that was submitted, subject to Board of Trustees' approval, to the National Science Foundation, Advanced Technological Education (ATE), DeafTec: Technological Education Center for Deaf and Hard-of-Hearing to conduct a Center of Excellence from July 1, 2011 through June 30, 2015. SPC is a subcontractor with Rochester Institute of Technology (RIT) to receive \$295,080 to develop materials and strategies to support deaf and hard-of-hearing students who are pursuing education in the Science, Technology, Engineering and Mathematics (STEM) fields. The goal of SPC is to participate in this grant due to its long history of strong programming for deaf students and in sign language instruction. **Authorization is also sought to accept funding and enter into any necessary Agreements, if awarded.**

The National Technical Institute for the Deaf, one of the eight colleges of the Rochester Institute of Technology, proposes an ATE National Center of Excellence: the Center for Advancing Technological Education for the Deaf (CATED). On a broad, national level, CATED will serve as a resource for high schools and community colleges that educate deaf and hard-of-hearing students in STEM-related programs and for employers hiring deaf and hard-of-hearing individuals. The goal of this national center is to successfully integrate more deaf and hard-of-hearing individuals into the workplace in highly skilled technician jobs where these individuals are currently underrepresented and underutilized.

The award funds received by SPC will be used to pay for materials, travel, curriculum development, train the trainer programs, and compensation for personnel involved in oversight of the project. See attached Information Summary for additional information.

Syd McKenzie, General Counsel; Stan Vittetoe, Provost, Clearwater Campus and Vice President for Workforce and Continuing Education; Brad Jenkins, Director of Engineering Technology; Matt Bowen, Academic Coordinator Communications; Peg Connell, Director of Disability Resources; and Jimmy Chang, Mathematics Chair, recommend approval.

Attachment

sov1201103

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

Date of BOT Meeting: December 14, 2010

Funding Agency or Organization: National Science Foundation—
Advanced Technological Education (ATE)

Name of Competition/Project: DeafTec: Technological Education Center
for Deaf and Hard-of-Hearing Students

SPC Application or Sub-Contract: Subcontract with Rochester Institute of
Technology

Grant/Contract Time Period: **Start:** 7/1/11 **End:** 6/30/14

Cabinet Member: Stan Vittetoe

Manager: Brad Jenkins, Matt Bowen,
Peg Connell and Jimmy Chang

Focus of Proposal: The goal of SPC is to participate in this grant due to its long history of strong programming for deaf students and in sign language instruction. The National Technical Institute for the Deaf, one of the eight colleges of the Rochester Institute of Technology, proposes an ATE National Center of Excellence: the Center for Advancing Technological Education for the Deaf (CATED). On a broad, national level, CATED will serve as a resource for high schools and community colleges that educate deaf and hard-of-hearing students in STEM-related programs and for employers hiring deaf and hard-of-hearing individuals. The goal of this national center is to successfully integrate more deaf and hard-of-hearing individuals into the workplace in highly skilled technician jobs where these individuals are currently underrepresented and underutilized. The award funds received by SPC will be used to pay for materials, travel, curriculum development, train the trainer programs, and compensation for personnel involved in oversight of the project.

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	\$ 96,000
Fringe Benefits	\$ 46,080
Travel	\$ 54,000
Supplies	\$ 9,000
Consulting Services	\$ 60,000
Other Costs (Tuition)	\$ <u>30,000</u>
 Total Three-Year Budget	 \$295,080

BOT—12/14/10 – Information Summary—
National Science Foundation – Advanced Technological Education,
DeafTec: Technological Education Center for Deaf and Hard-of-Hearing Students

Funding:

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

\$295,080

Total amount from funder:

\$295,080

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

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:

X. Recruit and develop and outstanding, diverse faculty and staff.


Institutional Initiative(s):

3. Provide professional development programs and other support for faculty and staff to facilitate the success of a diverse student body, including those with special learning needs or disabilities.

December 14, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Southwest Florida Water Management District – Restoration and Replanting on the St. Petersburg College Seminole Campus – Cooperative Funding Initiative

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to Southwest Florida Water Management District (SWFWMD) to receive Cooperative Funding Initiative funds in the amount of \$20,000. The Cooperative Funding Initiative, which is administered by SWFWMD, will allow the College to further restore and replant the sixty-three (63) acre Natural Habitat Park located on the Seminole Campus of St. Petersburg College. The primary author of the Cooperative Funding Initiative application was Deborah Chayet, the Grants Specialist at Pinellas County Extension, who has been working with us in partnership throughout the evolution of the Habitat Park development. The project budget of \$40,000 will initially be paid for by the College (\$31,956 from PECO Site Work Funds and \$8,044 from private donations). Of this amount, the College anticipates the PECO Site Work Funds being reimbursed for \$20,000 from SWFWMD, so that the net commitment from PECO will be \$11,956. **Permission is also sought to accept funding and enter into any necessary agreements, if awarded.**

Specifically, the College will use the Cooperative Funding Initiative funds to develop a comprehensive replanting plan of the Natural Habitat Park located on the Seminole Campus of St. Petersburg College and replant native species in a multi-habitat ecological area of the Seminole Campus. This Cooperative Funding Initiative will allow the College to further develop "The Natural Habitat Park and Environmental Center," with an emphasis on community education for all age groups.

Ultimately, the Cooperative Funding Initiative funds will improve the educational experience of the student through formal environmental and biological science educational opportunities on a credit and non-credit basis. See attached Information Summary for additional information.

Syd McKenzie, General Counsel; Susan Reiter, Vice President, Facilities Planning and Institutional Services; James Olliver, Seminole Campus Provost; and James Waechter, Director, Facilities Services, recommend approval.

Attachment

bs1202104

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

Date of BOT Meeting: December 14, 2010

Funding Agency or Organization: Southwest Florida Water Management District (SWFWMD)

Name of Competition/Project: Southwest Florida Water Management District – Restoration and Replanting on the St. Petersburg College Seminole Campus – Cooperative Funding Initiative

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** Subject to Award Date
End: Subject to Award Date

Cabinet Member: Susan Reiter

Manager: Jim Waechter

Focus of Proposal: The Cooperative Funding Initiative, which is administered by SWFWMD, will allow the College to further restore and replant the sixty-three (63) acre Natural Habitat Park located on the Seminole Campus of St. Petersburg College.

Specifically, the College will use the Cooperative Funding Initiative funds to develop a comprehensive replanting plan of the Natural Habitat Park located on the Seminole Campus of St. Petersburg College and replant native species in a multi-habitat ecological area of the Seminole Campus. This Cooperative Funding Initiative will allow the College to further develop “The Natural Habitat Park and Environmental Center,” with an emphasis on community education for all age groups.

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.)

Materials & Services	<u>\$40,000</u>
Total Budget	\$40,000

Funding:
Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below) \$40,000

Total amount from funder:	\$20,000
Amount/value of match:	Cash: \$20,000 In-kind: N/A
Required match or cost sharing:	No Yes X
Voluntary match or cost sharing:	No X Yes
Source of match/cost sharing:	\$11,956 in PECO Site Work Funds (186) \$8,044 in private donations

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:	VIII. Build/acquire and maintain a high-quality infrastructure, including technology, facilities, and equipment, to meet student and community needs.
Institutional Initiative(s):	1. Continue to provide quality facilities, equipment, and services to meet student and community needs through facilities planning, physical plant and institutional services, maintenance, construction, partnerships, and energy management.

December 14, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Hillsborough Community College through National Science Foundation – Florida Advanced Technological Education Regional Center for Manufacturing Education (FLATE) Grant

Confirmation/approval is sought with respect to the following grant/restricted funds contract item which was previously approved, but has been amended, modified, extended and/or needs additional clarification:


- Agreement initially approved December 16, 2008 and further modified to continue to provide services to **Hillsborough Community College (HCC)** as part of a grant approved through the National Science Foundation (NSF). Under the terms of the Agreement, the College provides services to HCC for the Florida Advanced Technological Education Regional Center for Manufacturing Education grant (FLATE) funded by NSF. **This amendment provides for an extension of the current Agreement through September 30, 2011. The College will also receive an additional \$85,072 during this period to develop and deliver curriculum and provide resources to students in the FLATE program.** The amount funded for the project to date, with this increase, is \$248,070. All other terms and conditions will remain as previously approved/advised. Department—Engineering, Stan Vittetoe

Syd McKenzie, General Counsel; Stan Vittetoe, Provost, Clearwater Campus and Vice President for Workforce and Continuing Education; and James C. Brock, Campus Executive Officer, recommend approval.

pss1201102

December 14, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr., President 
SUBJECT: Telecommunications for the Deaf and Hard of Hearing, Inc.

Confirmation/approval is sought with respect to the following grant/restricted funds contract item which was previously approved, but has been amended, modified, extended and/or needs additional clarification:

- Agreement initially approved August 19, 2008 and further modified to continue to provide services to **Telecommunications for the Deaf and Hard of Hearing, Inc. (TDI)** for the analysis, design, development and implementation of a self-paced, web-based training program to assist Emergency Managers and Planners in serving special needs populations and to help individuals with special needs and their service providers understand the emergency planning process. **This amendment provides for an extension of the current Agreement through September 30, 2011. The College will also receive an additional \$27,248 during this period to provide added services to TDI.** The amount funded for the project to date, with this increase, is \$175,768. All other terms and conditions will remain as previously approved/advised. Department—National Terrorism Preparedness Institute, James Brock

Syd McKenzie, General Counsel; Stan Vittetoe, Provost, Clearwater Campus and Vice President for Workforce and Continuing Education; and James C. Brock, Campus Executive Officer, recommend approval.

pss1201102

December 14, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

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

SUBJECT: Disposition of Surplus or Obsolete Property (Survey #535)

The items of tangible personal property that follow have been declared as surplus or obsolete and are of no further economical use to the College. Regarding the retirement of desktop computers, the College's Technology Oversight Group (TOG) recommends that any desktop computer comparable to or older than the Dell GX270 model be moved to surplus. Any laptop computer comparable to or older than the Dell D800 model, or any C series (or comparable), should be moved to surplus. These older computers do not efficiently support the Windows 2007 operating systems and application suites.

Pursuant to Board of Trustees Rule 6Hx23-5.13 (IV), the Property Survey Committee requests authorization to sell or otherwise dispose of this property in the manner prescribed by Chapter 274, Florida Statutes.

Tag Number	Description	Acquisition Date	Condition	Sum Amount
07236	Desk W/Return & O.H. Sto	6/1/1992	poor	\$1,280.50
07239	Desk W/Return & O.H. Sto	6/1/1992	poor	\$1,162.00
08746	Adult Intubation Model	9/1/1994	obsolete	\$1,018.00
10094	Labeler: Rena	5/1/1996	obsolete	\$3,695.00
10421	Powermac 7200 Computer	9/17/1996	poor	\$2,468.00
10631	Printer:HP	6/16/1997	poor	\$1,377.00
10808	Visualizer: Elmo	3/24/1997	poor	\$4,353.80
11863	Printer:Lexmark 1650N	8/8/1997	poor	\$1,422.95
12094	Dual Tabber	10/27/1997	obsolete	\$4,046.00
12095	Conveyor Stacker	10/27/1997	obsolete	\$1,611.00
12574	Printer:Lexmark 1650N	1/21/1998	poor	\$1,281.63
14238	24 Port Switch SSII3300	1/28/1999	obsolete	\$2,159.00
14239	24 Port Switch SSII 3300	1/28/1999	obsolete	\$2,159.00
14355	LCD Data/Video Projector	3/1/1999	poor	\$6,605.00
14965	24-Port Switch SSII 3300	6/22/1999	obsolete	\$1,980.66
16064	Folder/Inserter Machine	12/8/1999	obsolete	\$19,000.00
16271	Printer:Lexmark 1275N	1/12/2000	poor	\$2,152.72
18129	Projector:Proxima	8/2/2000	poor	\$6,941.00

18437	Switch 3300:3Com	8/9/2000	obsolete	\$1,580.50
19421	Copier: Minolta	6/12/2001	obsolete	\$1,688.00
19504	Printer:Lexmark T614N	6/20/2001	poor	\$1,350.11
19538	Server: Mac SG	3/27/2002	obsolete	\$2,450.00
20010	Printer:Lexmark T522	10/12/2001	poor	\$1,174.50
20012	Projector:Epson 5600	8/21/2001	poor	\$5,646.76
20083	Computer:Dell GX150	7/24/2001	obsolete	\$1,055.00
20315	Disk Array: Media	8/29/2001	obsolete	\$2,271.44
20347	Computer:Dell 530	10/17/2001	obsolete	\$2,108.00
20348	Computer:Dell 530	10/17/2001	obsolete	\$2,108.00
20379	Computer:Dell Precision 530	12/18/2001	obsolete	\$4,760.00
20381	Computer:Dell Precision 530	12/18/2001	obsolete	\$4,760.00
20392	Computer: Dell 530	2/27/2002	obsolete	\$3,997.00
20393	Computer: Dell 530	2/27/2002	obsolete	\$3,997.00
20394	Computer: Dell 530	2/27/2002	obsolete	\$3,997.00
20406	Server: Dell 530	6/24/2002	obsolete	\$4,235.00
20460	Projector: Hitachi	1/10/2002	poor	\$2,857.00
20493	Switch: Cisco	5/15/2001	obsolete	\$3,911.60
20546	Computer: Dell GX240	4/16/2002	obsolete	\$1,665.55
21122	Computer: Dell GX240	12/7/2001	obsolete	\$1,598.00
21132	Computer: Dell GX240	12/7/2001	obsolete	\$1,598.00
21135	Computer: Dell GX240	12/7/2001	obsolete	\$1,598.00
21146	Computer: Dell GX240	12/7/2001	obsolete	\$1,598.00
21152	Computer: Dell GX240	12/7/2001	obsolete	\$1,598.00
21184	Computer: Dell GX240	11/28/2001	obsolete	\$1,598.00
21228	Computer:Dell GX240	12/11/2001	obsolete	\$1,200.00
21498	Switch: Cisco	3/13/2002	obsolete	\$3,775.10
22081	Printer:Lexmark C720N	6/4/2002	poor	\$1,806.95
22279	Digital Camera: Canon	6/21/2002	poor	\$1,295.00
23119	Extreme 24 Switch	9/27/2002	obsolete	\$1,943.50
23282	Switch: Extreme 48	8/12/2002	obsolete	\$3,568.50
23493	Computer: Dell GX260T	9/4/2002	obsolete	\$1,301.21
23494	Computer: Dell GX260T	9/4/2002	obsolete	\$1,301.21
23495	Computer: Dell GX260T	9/4/2002	obsolete	\$1,301.21
23496	Computer: Dell GX260T	9/4/2002	obsolete	\$1,301.21
23497	Computer: Dell GX260T	9/4/2002	obsolete	\$1,301.21
23498	Computer: Dell GX260T	9/4/2002	obsolete	\$1,301.21
23499	Computer: Dell GX260T	9/4/2002	obsolete	\$1,301.21
23500	Computer: Dell GX260T	9/4/2002	obsolete	\$1,301.21
23501	Computer: Dell GX260T	9/4/2002	obsolete	\$1,301.21
23502	Computer: Dell GX260T	9/4/2002	obsolete	\$1,301.21

23503	Computer: Dell GX260T	9/4/2002	obsolete	\$1,301.21
23504	Computer: Dell GX260T	9/4/2002	obsolete	\$1,301.21
23505	Computer: Dell GX260T	9/4/2002	obsolete	\$1,301.21
23506	Computer: Dell GX260T	9/4/2002	obsolete	\$1,301.21
23507	Computer: Dell GX260T	9/4/2002	obsolete	\$1,301.21
23508	Computer: Dell GX260T	9/4/2002	obsolete	\$1,301.21
23509	Computer: Dell GX260T	9/4/2002	obsolete	\$1,301.21
23510	Computer: Dell GX260T	9/4/2002	obsolete	\$1,301.21
23511	Computer: Dell GX260T	9/4/2002	obsolete	\$1,301.21
23512	Computer: Dell GX260T	9/4/2002	obsolete	\$1,301.21
23513	Computer: Dell GX260T	9/4/2002	obsolete	\$1,301.21
23678	Computer: Dell GX260T	11/6/2002	obsolete	\$1,285.81
23679	Computer: Dell GX260T	11/6/2002	obsolete	\$1,285.81
23684	Computer: Dell GX260T	11/6/2002	obsolete	\$1,285.81
23685	Computer: Dell GX260T	11/6/2002	obsolete	\$1,285.81
23686	Computer: Dell GX260T	11/6/2002	obsolete	\$1,285.81
23688	Computer: Dell GX260T	11/6/2002	obsolete	\$1,285.81
23705	Projector:Epson	8/21/2002	poor	\$6,789.15
23706	Projector:Epson	8/21/2002	poor	\$6,789.15
24488	Server: Dell 6650	2/13/2003	obsolete	\$19,356.00
24494	Laptop Computer: Dell M50	2/13/2003	obsolete	\$4,207.95
24498	Server: Dell 2650	2/13/2003	obsolete	\$5,000.00
24500	Server: Dell 2650	2/13/2003	obsolete	\$6,483.00
24519	Server: Dell 2650	3/24/2003	obsolete	\$13,557.00
24559	Computer:Dell GX260T	2/17/2003	obsolete	\$1,747.81
24596	Laptop Computer:Dell Latitude	4/16/2003	obsolete	\$1,493.00
24597	Laptop Computer:Dell Latitude	4/16/2003	obsolete	\$1,493.00
24660	Computer:Dell M50	4/26/2003	obsolete	\$5,763.58
24704	Computer:Dell P4	6/6/2003	obsolete	\$3,412.00
24756	Switch: Extreme	5/9/2003	obsolete	\$3,568.50
24780	Computer: Dell GX260T	5/6/2003	obsolete	\$1,369.00
24946	Computer: Dell GX260T	4/21/2003	obsolete	\$1,257.00
25212	Computer: Dell GX260T	4/30/2003	obsolete	\$1,239.00
25224	Computer: Dell GX260T	4/30/2003	obsolete	\$1,239.00
25506	Laptop Computer: Dell Latitude	5/2/2003	obsolete	\$1,787.00
25707	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
25712	Computer: Dell GX260T	4/30/2003	obsolete	\$1,234.00
26356	Computer:Dell GX260S	6/25/2003	obsolete	\$1,369.00
26385	Computer:Dell GX260S	6/25/2003	obsolete	\$1,369.00
26393	Computer:Dell GX260S	6/25/2003	obsolete	\$1,369.00
26822	Printer:Lexmark C720n	7/29/2003	poor	\$1,273.27

27650	Computer:Dell GX270	4/1/2004	obsolete	\$1,346.37
27717	Computer:Dell GX270	5/7/2004	obsolete	\$1,275.03
27792	Computer:Dell GX270	4/7/2004	obsolete	\$1,416.18
27807	Computer:Dell GX270	4/7/2004	obsolete	\$1,416.18
27808	Computer:Dell GX270	4/7/2004	obsolete	\$1,416.18
28091	Computer:Dell GX270	9/9/2004	obsolete	\$1,770.89
28214	Computer:Dell SX270	5/23/2004	obsolete	\$1,057.00
28897	Computer: Apple G5	1/26/2005	obsolete	\$6,835.09
29058	Laptop Computer:Dell Latitude	12/15/2004	obsolete	\$1,566.48
29059	Laptop Computer:Dell Latitude	12/15/2004	obsolete	\$1,566.48
29060	Laptop Computer:Dell Latitude	12/15/2004	obsolete	\$1,566.48
29062	Laptop Computer:Dell Latitude	12/21/2004	obsolete	\$1,566.48
29063	Laptop Computer:Dell Latitude	12/21/2004	obsolete	\$1,566.48
29064	Laptop Computer:Dell Latitude	12/21/2004	obsolete	\$1,566.48
29065	Laptop Computer:Dell Latitude	12/21/2004	obsolete	\$1,566.48
29068	Laptop Computer:Dell Latitude	12/21/2004	obsolete	\$1,566.48
29069	Laptop Computer:Dell Latitude	12/21/2004	obsolete	\$1,566.48
29070	Laptop Computer:Dell Latitude	12/21/2004	obsolete	\$1,566.48
29071	Laptop Computer:Dell Latitude	12/21/2004	obsolete	\$1,566.48
29073	Laptop Computer:Dell Latitude	12/21/2004	obsolete	\$1,566.48
29074	Laptop Computer:Dell Latitude	12/21/2004	obsolete	\$1,566.48
29075	Laptop Computer:Dell Latitude	12/21/2004	obsolete	\$1,566.48
29076	Laptop Computer:Dell Latitude	12/21/2004	obsolete	\$1,566.48
29077	Laptop Computer:Dell Latitude	12/21/2004	obsolete	\$1,566.48
29078	Laptop Computer:Dell Latitude	12/21/2004	obsolete	\$1,566.48
29079	Laptop Computer:Dell Latitude	12/21/2004	obsolete	\$1,566.48
29080	Laptop Computer:Dell Latitude	12/21/2004	obsolete	\$1,566.48
29081	Laptop Computer:Dell Latitude	12/21/2004	obsolete	\$1,566.48
29082	Laptop Computer:Dell Latitude	12/21/2004	obsolete	\$1,566.48
29083	Laptop Computer:Dell Latitude	12/21/2004	obsolete	\$1,566.48
29084	Laptop Computer:Dell Latitude	12/21/2004	obsolete	\$1,566.48
29085	Laptop Computer:Dell Latitude	12/21/2004	obsolete	\$1,566.48
29241	Printer: Dell W5300n	1/27/2005	poor	\$1,439.53
30084	Printer: Dell 5100cn	6/6/2005	poor	\$1,578.73
31592	Computer:Dell GX280	8/24/2005	obsolete	\$1,090.21
32833	48 Pt Switch: Cisco Catalyst	3/23/2006	poor	\$5,706.71
32857	Panasonic 50" Plasma	6/9/2006	poor	\$6,065.93
34506	Alpine 3800 16 Port Switch	4/25/2006	obsolete	\$2,605.74
34507	Alpine 3800 16 Port Switch	4/25/2006	obsolete	\$2,605.74
34508	Alpine 3800 16 Port Switch	4/25/2006	obsolete	\$2,605.75
			TOTAL:	\$350,769.23

The following list consists of equipment/furniture or supplies valued at less than \$1,000 individually, which are not accounted for on the property inventory. These items have also been declared surplus.

Miscellaneous Chairs, Tables and Furniture

Miscellaneous Computer & Telephone Parts

Miscellaneous Custodial Equipment

Miscellaneous Scientific, Medical, Exercise, Classroom and Kitchen Equipment

Susan Reiter, Vice President, Facilities Planning & Institutional Services; Conferlete Carney, Provost, Tarpon Springs Campus; Paul Spinelli, Director of Procurement and Asset Management; Daya Pendharkar, Associate Vice President of Information Systems; and Doug Duncan, Vice President, Administrative/Business Services & Information Systems, recommend approval.

djh1201102

December 14, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Williams D. Law, Jr., President 

SUBJECT: Certificate of Final Inspection and Release of Final Payment,
Project 151-F-10-15, Remodel for Classrooms, Labs and Offices, Phase 4,
Downtown Center

The architectural firm of Canerday, Belfsky and Arroyo, Inc. and College personnel have inspected the work on this project and certify that as of October 29, 2010, this project was substantially complete in accordance with the contract documents, subject to the correction of final punch list items, including building code requirements.

This project consisted of the interior build-out of two general classrooms and one unassigned space on the third floor of the existing four-story classroom building. Further, this project remodeled a previous tenant space as a new larger Learning Support Commons, which made one more classroom available for use. In addition, all plumbing and electrical infrastructure was installed in the third floor ceiling space above the classrooms for a future chemistry laboratory to be built in an existing classroom on the fourth floor at a later date.

The State Requirements for Educational Facilities, 2008, and amended in 2009, Chapter 4, Section 4.2(3), requires that final payment shall not be made until a certificate of occupancy has been issued, the project has been completed, and the Board of Trustees accepts the project.

Approval is sought to accept this project in order that the final inspection can be completed and the certificate of occupancy issued, subject to the conditions noted above. Final payment to the contractor is subject to the issuance of the certificate of occupancy.


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

mdc1207103

December 14, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Review of Phase III Construction Documents (Demolition Phase), Project 1707-L-10-2, Construct New Ethics and Social Science Building, Clearwater Campus (Building 35)

At the November 2010 Board Meeting, the Board of Trustees approved the Schematic Design Documents (Phase I) and the Preliminary Guaranteed Maximum Price (GMP) for the New Ethics and Social Science Building. In order to accelerate the commencement of construction, we will be phasing the review and approval of the Phase III 100% Construction Documents to allow mobilization to the jobsite at the end of December 2010 and to begin partial demolition of the Teaching Auditorium (TA) in January 2011.

Harvard Jolly Architecture, Inc., in conjunction with A.D. Morgan Corporation, the Construction Manager at Risk, and College staff, has completed the Phase III 100% Construction Documents for the Demolition Phase of 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.

Approval of the Phase III 100% Construction Documents for the Demolition will allow the Construction Manager to mobilize to the jobsite at the end of December and to install the construction fencing, set up the jobsite trailers and connect all temporary utility connections for the jobsite. This is a benefit because when the faculty, staff and students return to the Clearwater Campus for the Spring Session, the confinds of the jobsite will already be established. Further, this will allow the Construction Manager to begin the demolition phase in early January.

The next phase of construction documents that will be brought to the Board for approval will be for the Structural and Foundation Systems of the building.

The Preliminary Guaranteed Maximum Price (GMP) for this project remains at \$10,565,643 or \$188.40 per square foot with a Total Project Budget of \$14,142,113. The value of this demolition package is within the budget detailed in the Preliminary GMP approved at the November 2010 Board Meeting.

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
Total Project Budget:	\$ 14,142,113

These Phase III Construction Documents to allow mobilization to the jobsite and partial demolition of the TA Building are presented today for your review and approval. These Documents 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 Phase III Construction Documents for the demolition phase of construction;**
- **To allow mobilization and commencement of construction over the December 2010 holiday break.**

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

mdc1207101

December 14, 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:

HIRE Budgeted			
Effect. Date	Name	Department/Location	Title
11/15/2010	Bondurant,Dara L	Custodial Services SE	Custodian I
10/30/2010	Chandler,Richard L.	Landscape Services TS	Lndspr/Mch
11/8/2010	Corry,Kenyon C	Facilities Services SPG	Security Officer I
11/15/2010	Escott,Maria	Corporate Training E&SS DO	Coord.Int'l. Language Institut
11/15/2010	Luong,Tuan	Custodial Services SPG	Custodian I
11/15/2010	Nguyen,Hung T	Custodial Services SPG	Custodian II
11/1/2010	St John,Lisa K	District Library DO	Staff Assistant
11/15/2010	Thompson,Andy W	Scholarships/Stu Fin Assist CL	Scholar&Stu Fin Assist Officer

HIRE Temporary/Supplemental			
Effect. Date	Name	Department/Location	Title
10/30/2010	Barr,James D	Health CE - AC	Instructor- Temporary Non-Cred
10/30/2010	Butz,Floyd	BA Programs/UPC	Lump sum -Spec.Proj.
11/8/2010	Carlson,Deborah P	Academic & Student Affairs	OPS Career Level 4
10/30/2010	Courtade,Angela M.	Health CE - AC	Instructor- Temporary Non-Cred
11/1/2010	Dyer Jr,Donald C	New Initiative Program - HC	OPS Career Level 4
10/30/2010	England,Kelsie Dale	Associate Provost SP	Student Assistant
11/4/2010	Flink,Ari Morgan	Veterinary Technology HC	General Service/Maint.
11/3/2010	Fusaro,Josephine Anna C	BA Programs/UPC	Adjunct Bach Prog.
10/30/2010	Godzicki,Jennifer	Letters CL	Student Assistant
10/30/2010	Grinnell,Lynn Dean	BA Programs/UPC	Other Professional- Temporary
11/12/2010	Higginbotham,William F	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
10/30/2010	Jeffers,Molly C	Students Activities TS	Federal Work Study Student
11/8/2010	Leighton,Lisa Ann	BA Programs/UPC	OPS Career Level 2
11/15/2010	Mcgrath,Kara M	Counseling & Advisement CL	OPS Career Level 6
11/13/2010	Nousiainen,Robin M	New Initiative Program - HC	OPS Career Level 6
11/13/2010	Stone,Jeffrey T	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
10/30/2010	Tran,Maryann A.	BA Programs/UPC	Lump sum -Spec.Proj.
10/30/2010	Trudell,Thomas	BA Programs/UPC	Lump sum -Spec.Proj.
11/1/2010	Yu,Garey Edwin	Student Activities CL	General Service/Maint.

REHIRE Temporary/Supplemental			
Effect. Date	Name	Department/Location	Title
11/15/2010	Ballo,William T	Emergency Medical Services HC	Instructor - Temporary Credit
11/13/2010	Butler,Voncresha V	Registration SPG	OPS Career Level 2
11/15/2010	Escott,Maria	Lifelong Learning NC - AC	Instructor- Temporary Non-Cred
11/12/2010	Franjesevic,Jason P	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
11/13/2010	Gill,Lynette S.	Central Records DO	Lump sum -Spec.Proj.
11/12/2010	Goswick,Kelly R	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
11/13/2010	Irwin Jr,David E.	Fine & Applied Arts SPG	Lump sum -Spec.Proj.
10/30/2010	Johns,Charlotte D	Counseling & Advisement SPG	Other Professional- Temporary

10/30/2010	Johnson,Linda K.	BA Programs/UPC	Lump sum -Spec.Proj.
11/13/2010	Krueger,Amy	New Initiative Program - HC	OPS Career Level 6
10/30/2010	Kurnik,John P	Business Technologies CL	Non Instr Supplement-Not ECH
11/1/2010	Maiolie,Patricia A	Counseling & Advisement CL	OPS Career Level 6
10/30/2010	Molinaro,Kimberly L	Social Science CL	Other Professional- Temporary
10/30/2010	Ortiz,Therezita K.	Associate Provost CL	Non Instr Supplement-Not ECH
11/13/2010	Prescott,Barbara	Fine & Applied Arts SPG	Lump sum -Spec.Proj.
11/13/2010	Samartzis,Nicoleta Rania	Counseling & Advisement TS	Student Assistant
11/13/2010	Sforzini,Mark	Fine & Applied Arts SPG	Lump sum -Spec.Proj.
11/12/2010	Walker,Richard T	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
11/8/2010	Wiencek Jr,Edward Joseph	Florida Natl. Guard Grant - AC	Instructor- Temporary Non-Cred
10/30/2010	Yourth,Bradley J.	Business Technologies CL	Non Instr Supplement-Not ECH

TRANSFER/PROMOTION Budgeted			
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Effect. Date	Name	Department/Location	Title
10/30/2010	Hernandez,Derrick	Custodial Services AC	Custodial Crew Leader II
10/30/2010	Veloff,Jennifer L.	Health Information Mgmt HC	Instructional Technologist

LEAVE OF ABSENCE Budgeted			
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Effect. Date	Name	Department/Location	Title
11/12-11/16/10	Jones, Dennis	Academic & Student Affairs	VP, Econ. Devel. & Innov. Projs


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.

emg1203102

December 14, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Financial Reports for FY10-11 November 1-November 30

Attached for information are the financial reports for FY10-11 November 1-November 30 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

yvm1203101

ST. PETERSBURG COLLEGE
FY2010-2011 FUND 10 AND 12 BUDGET TO ACTUAL REPORTING: July 1 - November 30

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		
Revenue								
Student Tuition & Out-of-State Fees	\$ 44,157,443	\$ 33,465,070	75.8%	\$ 55,235,961	\$ 36,026,039	65.2%	\$	2,560,970
State Appropriation - CCPF	\$ 47,727,373	\$ 20,079,009	42.1%	\$ 55,674,039	\$ 23,304,942	41.9%	\$	3,225,933
Federal Stabilization Funds	\$ 5,097,571	\$ 2,325,754	45.6%	\$ 5,180,294	\$ 2,633,330	50.8%	\$	307,576
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	\$ 2,059,036	94.4%	\$ 3,026,400	\$ 1,806,900	59.7%	\$	(252,136)
Technology Fee	\$ 1,952,264	\$ 1,648,544	84.4%	\$ 2,475,440	\$ 1,763,724	71.2%	\$	115,180
Other Revenues	\$ 4,351,831	\$ 1,623,213	37.3%	\$ 3,911,923	\$ 1,455,213	37.2%	\$	(168,000)
Other Student Fees	\$ 1,801,634	\$ 661,834	36.7%	\$ 1,821,439	\$ 701,595	38.5%	\$	39,762
Fund Transfers In	\$ 1,029,753	\$ 4,701	0.5%	\$ 2,344,940	\$ 601	0.0%	\$	(4,100)
Revenue Stabilization Reserve	\$ 2,150,500	\$ -	0.0%	\$ 3,150,500	\$ -	0.0%	\$	-
Total Revenues - Fund 10 and 12	\$ 123,115,199	\$ 64,653,468	52.5%	\$ 140,178,383	\$ 67,692,344	48.3%	49%	\$ 3,038,876
Operating Costs								
	FY09-10 Budget	FY09-10 YTD Actual	% To Budget	FY10-11 Budget	FY10-11 YTD Actual	% of YTD Expense	Year to Date %	\$ YOY Variance
Personnel & Benefits								
Instructional	\$ 33,021,800	\$ 13,638,535	41.3%	\$ 37,533,133	\$ 14,388,067	38.3%	\$	749,532
Administrative	\$ 16,001,726	\$ 7,605,753	47.5%	\$ 17,907,721	\$ 8,270,076	46.2%	\$	664,323
Career (Non-Instructional)	\$ 19,736,243	\$ 7,808,487	39.6%	\$ 21,832,241	\$ 7,900,528	36.2%	\$	92,040
OPS and Overtime	\$ 1,656,228	\$ 660,092	39.9%	\$ 1,925,498	\$ 788,126	40.9%	\$	128,033
Student Assistants	\$ 500,000	\$ 127,928	25.6%	\$ 500,000	\$ 137,445	27.5%	\$	9,517
Personnel Benefits	\$ 21,969,320	\$ 8,706,304	39.6%	\$ 23,073,659	\$ 9,382,937	40.7%	\$	676,633
Total Personnel & Benefits	\$ 92,885,317	\$ 38,547,099	41.5%	\$ 102,772,253	\$ 40,867,179	39.8%	41%	\$ 2,320,079
Current Expense								
Travel	\$ 515,721	\$ 111,061	21.5%	\$ 472,606	\$ 223,418	47.3%	\$	112,358
Repairs & Maintenance	\$ 960,477	\$ 479,361	49.9%	\$ 948,643	\$ 363,447	38.3%	\$	(115,914)
Rentals/Leases	\$ 209,071	\$ 90,594	43.3%	\$ 397,153	\$ 156,555	39.4%	\$	65,961
Insurance (Non-Health)	\$ 2,028,175	\$ 1,282,810	63.2%	\$ 2,025,147	\$ 1,238,740	61.2%	\$	(44,070)
Utilities	\$ 6,000,000	\$ 2,659,392	44.3%	\$ 6,401,500	\$ 2,573,980	40.2%	\$	(85,412)
Services and Fees	\$ 3,517,797	\$ 1,001,319	28.5%	\$ 4,066,634	\$ 1,244,395	30.6%	\$	243,076
Scholarships/Fee Waivers	\$ 497,730	\$ 339,630	68.2%	\$ 1,110,895	\$ 266,007	23.9%	\$	(73,622)
Materials and Supplies	\$ 5,414,467	\$ 1,483,861	27.4%	\$ 5,595,954	\$ 1,510,270	27.0%	\$	26,409
Tech Expense/Licensing	\$ 1,755,000	\$ 760,728	43.3%	\$ 1,956,061	\$ 1,027,596	52.5%	\$	266,868
Other Current Expense	\$ 5,591,182	\$ 117,823	2.1%	\$ 6,767,625	\$ 479,821	7.1%	\$	361,998
Total Current Expense	\$ 26,489,620	\$ 8,326,578	31.4%	\$ 29,742,218	\$ 9,084,229	30.5%	31%	\$ 757,650
Capital Spending								
Computer Refresh Leases	\$ 1,778,959	\$ 598,355	33.6%	\$ 2,126,836	\$ 831,615	39.1%	\$	233,260
Capital Purchases- Non-Recurring	\$ 1,932,522	\$ 251,641	13.0%	\$ 1,024,978	\$ 545,907	53.3%	\$	294,266
Debt Service - Construction Obligations	\$ -	\$ -	-	\$ 4,500,000	\$ -	0.0%	\$	-
Total Capital Spending	\$ 3,711,481	\$ 849,996	22.9%	\$ 7,651,814	\$ 1,377,521	18.0%	9%	\$ 527,525
Total Operating Costs - Fund 10 and 12	\$ 123,086,418	\$ 47,723,674	38.8%	\$ 140,166,285	\$ 51,328,929	36.6%	37%	\$ 3,605,255
Total Remaining Funds (Surplus/Deficit)	\$ 28,781	\$ 16,929,795		\$ 12,098	\$ 16,363,415			\$ (566,379)

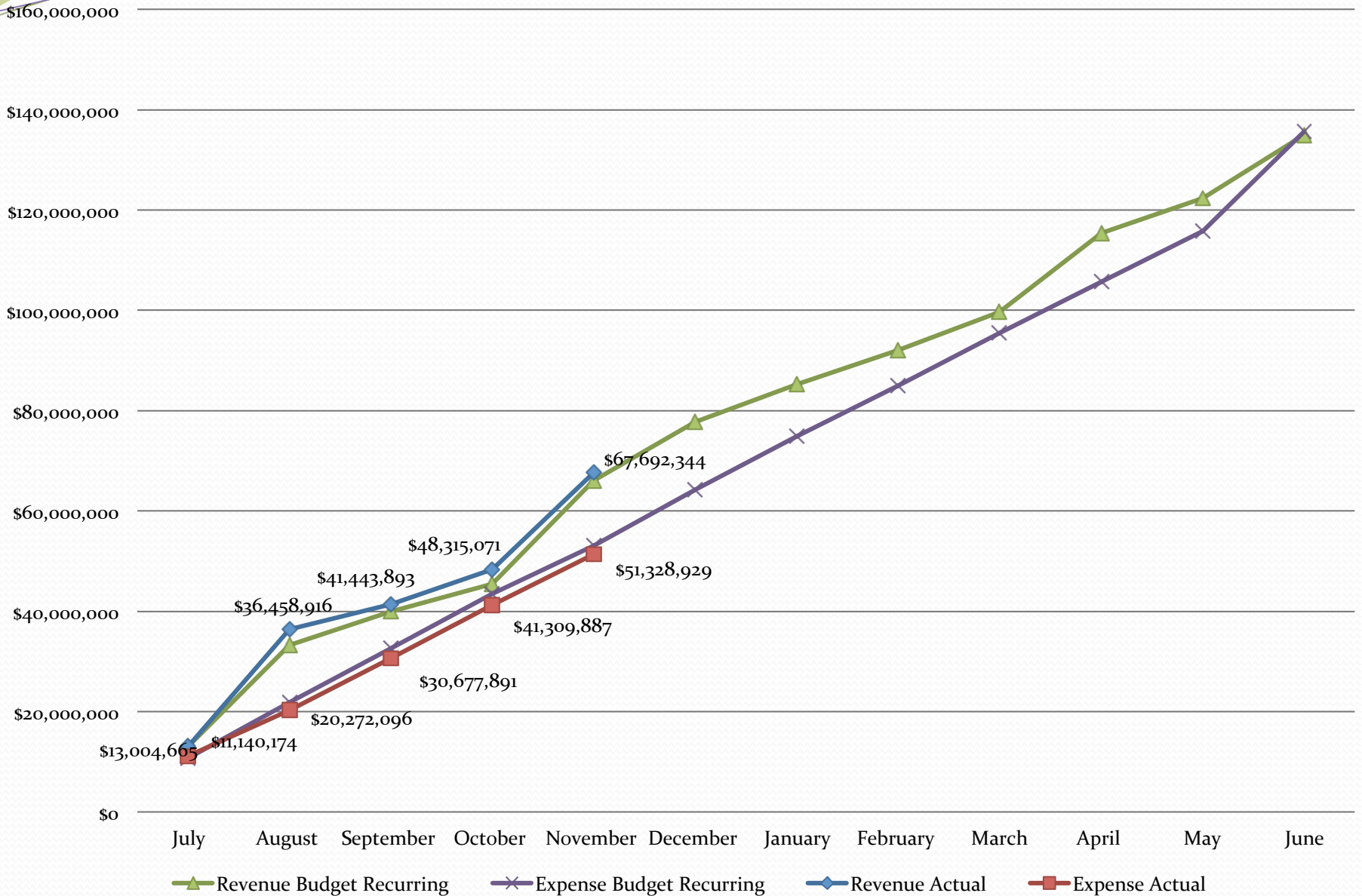
Board of Trustees Financial Report

December 2010

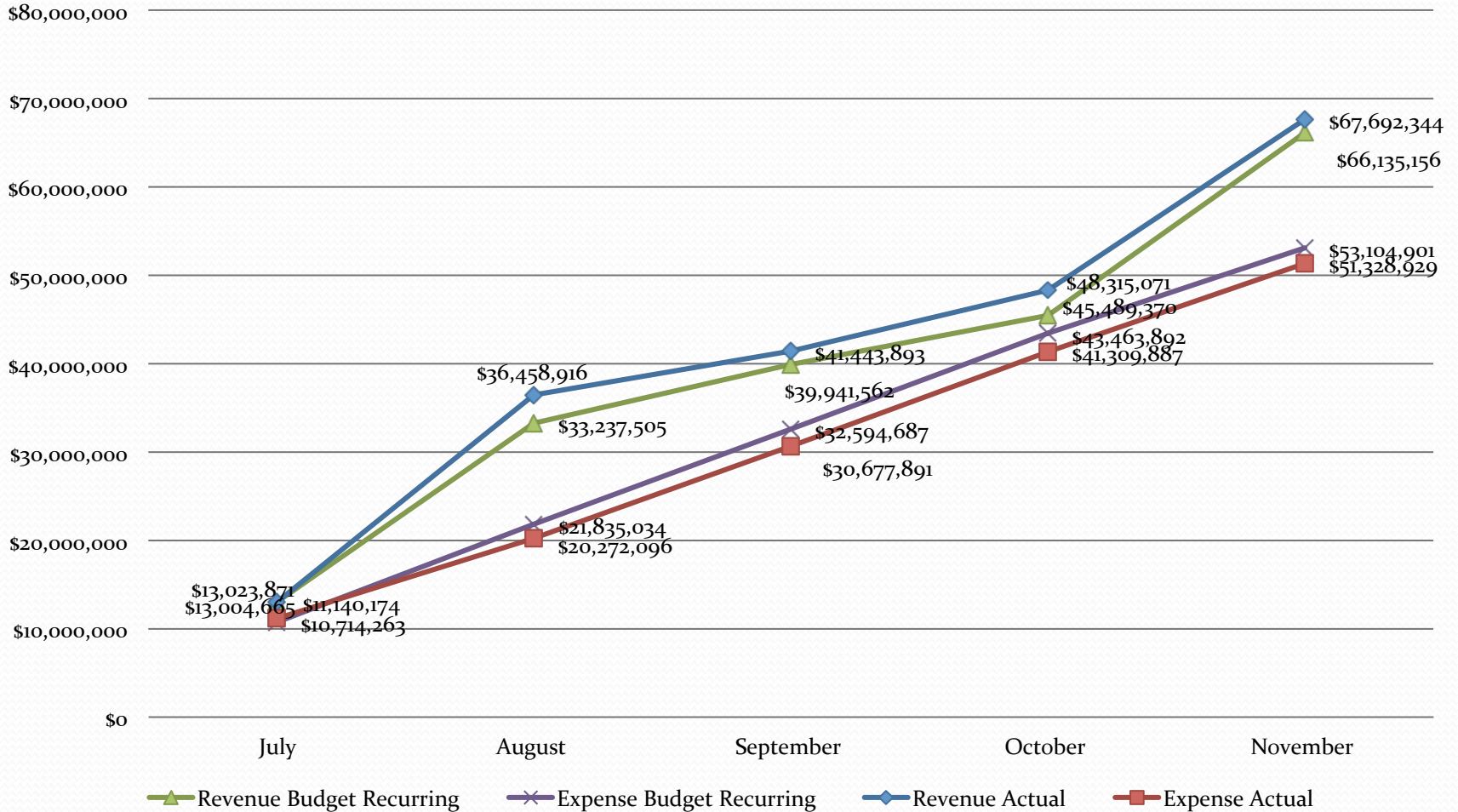
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FY10-11 Monthly Revenue and Expense Recurring Version



FY10-11 Monthly Revenue and Expense Recurring Version To Date



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.

Stimulus Funds actuals are higher than budgeted as the budget was based on history from last year and our enrollment growth and utilization of adjuncts has increased (The College requests the drawdown of these funds based on actual adjunct costs to-date each month).

Student Technology Fees are lower than budgeted primarily due to only one year of history on technology fees that inflated the estimation of volume we would see for November of this year.

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 filled for the entire year).

Current Expenses are on track to budget this month.

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. The difference in the Capital expense is primarily responsible for the YOY surplus reduction for YTD activity.

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?

December 14, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: SPC Foundation, Inc. – Certification of Eligible Cash Contributions

Approval is sought for a Certification of Accuracy from the St. Petersburg College Board of Trustees for the SPC Foundation, Inc.'s December 1, 2010 submission to the state for the First Generation Matching Grant Program for Community Colleges.

Please see attached certification forms.

Doug Duncan, Senior Vice President of Administrative/Business Services and Information Technology; and Janice C. Buchanan, Foundation Interim Executive Director, recommend approval.

Attachments

eq1207102

CERTIFICATION OF PRIVATE CONTRIBUTIONS FOR FIRST GENERATION MATCHING GRANT PROGRAM

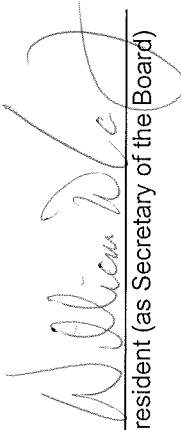
COLLEGE/FOUNDATION NAME: St. Petersburg College Foundation, Inc.
CONTRIBUTIONS RECEIVED ON OR BEFORE DECEMBER 1, 2010

As required by the First Generation Matching Grant Program Guidelines, the following are the amounts of private contributions requested to be matched by state dollars. These private contributions, which are to provide scholarships for (a) an individual both of whose parents did not complete a baccalaureate degree; or (b) in the case of any individual who regularly resided with and received support from only one parent, an individual whose only such parent did not complete a baccalaureate degree. These funds were received on or before December 1, 2010, and have not been matched from previous state appropriations.

USE	FIRST GENERATION MATCHING GRANT (FGMG) TOTAL PRIVATE CONTRIBUTIONS RECEIVED BY DECEMBER 1, 2010
FGMG Scholarship Matching (100%)	\$39,257

Certified by Board of Trustees:

The information provided above is accurate according to college records. The use of these First Generation Matching Grant Program funds for scholarships is in alignment with the established mission of the college. As required by Section 1011.85(4)(c), I shall direct the foundation to include a certification of accuracy in the amount reported for FGMG matching funds in their annual audit.



 President (as Secretary of the Board)

Complete and return this form by 5:00 p.m. on or before December 1, 2010 to:

Sophia Gaines, Community College Office of Budget and Financial Services, 325 West Gaines Street, Suite 1224, Tallahassee, Florida, 32399-0400. Email address: collegerreporting@fldoe.org.

Note: Forms may be faxed to (850) 245-9393. Emailed forms must be followed with a form bearing the President's signature.

CERTIFICATION OF PRIVATE CONTRIBUTIONS FOR FIRST GENERATION MATCHING GRANT PROGRAM

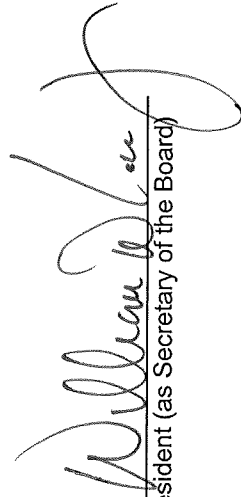
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USE	FIRST GENERATION MATCHING GRANT (FGMG) TOTAL PRIVATE CONTRIBUTIONS RECEIVED BY DECEMBER 1, 2010
FGMG Scholarship Matching (100%)	\$16,996

Certified by Board of Trustees:

The information provided above is accurate according to college records. The use of these First Generation Matching Grant Program funds for scholarships is in alignment with the established mission of the college. As required by Section 1011.85(4)(c), I shall direct the foundation to include a certification of accuracy in the amount reported for FGMG matching funds in their annual audit.



 President (as Secretary of the Board)

Complete and return this form by 5:00 p.m. on or before December 1, 2010 to:

Sophia Gaines, Community College Office of Budget and Financial Services, 325 West Gaines Street, Suite 1224, Tallahassee, Florida, 32399-0400. Email address: collegereporting@fldoe.org.

Note: Forms may be faxed to (850) 245-9393. Emailed forms must be followed with a form bearing the President's signature.

St. Petersburg College and USF St. Petersburg Collaboration

College of Business	Articulate SPC Business degrees into USFSP MBA
Computer Information Technology	Articulate SPC Tech Management degree into their USFSP MBA with a Technology track
Natural Science	<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>
Social Science	Articulation of three SPC Psychology courses to satisfy degree credits in Psychology at USFSP.
Fine Arts & Humanities	<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>
Communications	<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>
Mathematics	Possible adjunct sharing opportunities in Mathematics for USFSP and SPC.

**Downtown/Midtown
Space Utilization
December 2010**

1. Additional classrooms added this academic year;

Downtown:

<u>Room #</u>	<u>Student Stations</u>	<u>Square Feet</u>	
316	39	963	New Classroom built from Shell Space
317	38	961	New Classroom built from Shell Space
251	35	865	New Classroom in space vacated by Tutoring Lab
314	n/a	<u>1622</u>	New Tutoring Lab
		4,411	Total Square Feet

Midtown:

<u>Room #</u>	<u>Student Stations</u>	<u>Square Feet</u>	
105A	30	642	New Classroom - leased additional space
106	22	484	New Classroom - leased additional space
107	n/a	<u>1280</u>	Multi-purpose/student study - leased additional space
		2,406	Total Square Feet

2. Additional classrooms currently planned

Downtown:

None

Midtown:

Now leasing entire building - no space to build out

3. Additional square footage available for college use

Midtown- all space has been utilized

Downtown:

<u>Unfinished Space</u>	<u>4 Story</u>	<u>New 5 Story</u>
First Floor	12,000	* 2,672
Third Floor	12,200	3,096
Fourth Floor	-	7,756
Fifth Floor	-	7,734

* 2,672 first floor for potential food service vendor

4. # course sections Spring 10, Spring 11

Actual 2009-2010 Spring Downtown use:	
Lecture	104
Lecture/Lab	4
Labs	3
Independent	1
Blended	9
Actual 2009-2010 Spring Midtown use:	
Lecture	22
Actual 2010-2011 Spring Downtown use:	
Lecture	152
Lecture/Lab	30
Labs	8
Independent	1
Blended	18
Actual 2010-2011 Spring Midtown use:	
Lecture	15
Lecture/Lab	2
Blended	2

5. Room Utilization Analysis

<u>Down Town</u>	Number of classes available per day (8am-9pm)	Sections that can be offered with MWF + TR schedule	# of times a class can be offered a week based on schedule	# of possible sections that can be offered a week	Capacity Used	Scheduled Days
1 hour Class (M,W, F)	13	260	1			
1.5 hour Class (T,R)	8	160	2			
			Sections Capacity @ 100% (MW/TR)	320	48%	MW/TR
# Classrooms=	20		Sections Capacity @ 100%	420	36%	MWF/TR
			Actual Sections Fall 2010	153		
<u>Mid Town</u>	Number of classes available per day	Sections that can be offered with MWF + TR schedule	# of times a class can be offered a week based on schedule	# of possible sections that can be offered a week	Capacity Used	Scheduled Days
1 hour Class (M,W, F)	13	78	1			
1.5 hour Class (T+Th)	8	48	2			
# Classrooms	6		Sections Capacity @ 100% (MW/TR)	96	56%	MW/TR
			Sections Capacity @ 100%	126	43%	MWF/TR
			Actual Sections Fall 2010	54		

6. List of all site acquisition, appraisal, availability activities undertaken to date (Midtown)

**APPRAISAL SUMMARIES FOR
MIDTOWN PROPERTIES
PROPERTIES OWNED BY:
St. Petersburg Housing Authority**

ACHIEVEMENT CENTER

SPC LEASED SPACE @ MIDTOWN CENTER

1048 22nd Street South

St. Petersburg, FL 33712

ST. PETERSBURG HOUSING AUTHORITY APPRAISAL

\$1,585,000

Appraisal Prepared By:

Property Valuation Specialist, LLC

June 16, 2010

1.69 Acres \$420,000

10,297 SF Building Space \$1,165,000

Cost per square foot \$153.93

ST. PETERSBURG COLLAGE APPRAISAL

\$1,190,000

Appraisal Prepared for SPC By:

Ron Braun of

McCormick, Braun, & Seaman

September 24, 2010

1.69 Acres \$365,000

10,297 SF Building Space \$825,000

Cost per square foot \$115.57

MIDTOWN YOUTH & FAMILY ENRICHMENT CENTER

GYMNASIUM & OFFICES

1201 22nd Street South

St. Petersburg, FL 33712

ST. PETERSBURG HOUSING AUTHORITY APPRAISAL

\$1,105,000

Appraisal Prepared By:

Property Valuation Specialist, LLC

June 16, 2010

0.706 Acres \$170,000

16,692 SF of Building Space \$935,000

Cost per square foot \$66.20

ST. PETERSBURG COLLAGE APPRAISAL

\$860,000

Appraisal Prepared for SPC By:

Ron Braun of

McCormick, Braun, & Seaman

September 24, 2010

0.706 Acres \$170,000

16,692 SF of Building Space \$690,000

Cost per square foot \$51.52

7. List of faculty and other positions for 2010-11 and 2011-12

<i>Campus</i>	<i>Position</i>	<i>Rationale</i>
CURRENT-		
Downtown		
DT	Stacey Hughes-Composition	New Position Spring 2011
DT	Sharon Williams- Reading & writing	New Position Spring 2011
Downtown/Midtown 2011-12		
DT/MT	Developmental Math	New
DT/MT	American Government 0/100	New
DT/MT	Intro to Computers/Microcomputer Applications	Replacement-retirement
DT/MT	Pre English	Shift inst from SPG teaching at DT/MT
DT/MT	Pre Reading	Shift Inst. from SPG - teaching at DT/MT

8. Listing of facilities improvements in past year (both) - See above and in addition these purchases have been made.

MIDTOWN Item	Price
Symposium Interactive Pen Display s/Smart notebook software	\$2,905.91
(5) Visual Presenters	\$8,040.00
(2) Multifunctional printers	\$638.22
(1) Laptop Security Cart	\$1,564.50
(31) Dell Latitude E6500 Standard Notebooks	\$30,448.20
(1) Plasma TV	\$1,999.49
(2) Panasonic WI-FI Blu	\$400.74
(2) Extron Media Switcher	\$1,730.84
(2) Atlas Amplifier single speaker zone	\$427.02
(36) APC Surge Arrest Essential - Surge Suppressor	\$240.84
Other AV equipment	\$8,000.00
(28) Optiplex 780 MT desktops	\$21,760.20
Total:	\$78,155.96
30-module Laptop Security Cart for classrooms use at Midtown	\$1,564.50
Lease of (25) Latitude E6500 laptops for Midtown classrooms	\$6,322.91

Total: \$7,887.41

In addition three (3) HP printers were ordered through Sun Print program

DOWNTOWN Item	Price
Purchase of (14) Optiplex 780MT desktops for DT Learning Support Tutoring Lab	\$10,880.10
Two (2) Latitude E5510 laptops for new full time faculty provided from reserve supply	\$1,560.00

Total: \$12,440.10

9. Growth (% and student HC) for Fall 2010

From Institutional Research:

**Downtown and Midtown
Growth for Fall 2010**

Site	Fall 2009		Fall 2010		Growth	
	Headcount	FTE	Headcount	FTE	Headcount	FTE
Downtown	1,854	387.3	2,572	548.2	38.7%	41.5%
Midtown	223	44.6	506	100.4	126.9%	125.1%
Total	2,077	431.9	3,078	648.6	48.2%	50.2%

Source: PeopleSoft Data Extract (Fall 2009 - 9/28/09, Fall 2010 - 9/23/10) and Internal Grade Distribution Reports