

**MINUTES OF THE SPECIAL MEETING OF DECEMBER 14, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

The Board of Trustees of St. Petersburg College met on Tuesday, December 14, 2010 at the St. Petersburg/Gibbs Campus of St. Petersburg College (Student Services Rm. 202), 6605 Fifth Avenue North, St. Petersburg, Florida. The following Board members were present: Chairman Kenneth P. Burke, Vice Chairman Terrence E. Brett, Evelyn M. Bilirakis, Deveron M. Gibbons and W. Richard Johnston. Also present was William D. Law, Jr., President of St. Petersburg College and Secretary to the Board of Trustees, and Joseph H. Lang, Board Attorney. Proof of public notice of this meeting is included as part of these minutes. Notices were duly posted.

Invoice/Serial Number  
10-14870

GULF COAST  
BUSINESS REVIEW

Published Weekly  
Clearwater, Pinellas County, Florida

COUNTY OF PINELLAS

S.S.

STATE OF FLORIDA

Before the undersigned authority personally appeared Amanda M. Scott who on oath says that he/she is Publisher's Representative of the Gulf Coast Business Review, a weekly newspaper published at Clearwater in Pinellas County, Florida; that the attached copy of advertisement,

being a Notice of Special Meeting and Cancellation of Regular Meeting

in the matter of Public Meeting on December 14, 2010 at 8:30 am

in the \_\_\_\_\_ Court, was published in said newspaper in the

issues of November 19, 2010

Affiant further says that the said Gulf Coast Business Review is a newspaper published at Clearwater, Pinellas County, Florida, and that said newspaper has heretofore been continuously published and has been entered as periodicals matter at the Post Office in Clearwater in said Pinellas County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he/she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in said newspaper.

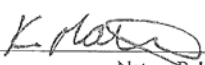
Sworn to and subscribed before me this

19th day of November A.D. 2010,

by Amanda M. Scott, who is personally known to me.



Amanda M. Scott

  
Notary Public, State of Florida  
(SEAL)

NOTARY PUBLIC-STATE OF FLORIDA  
K. Martin  
Commission # EE038515  
Expires: OCT 31, 2014  
BONDED THRU ATLANTIC BONDING CO., INC.

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**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

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NOTICE OF SPECIAL MEETING AND  
CANCELLATION OF REGULAR MEETING  
BOARD OF TRUSTEES, ST. PETERSBURG COLLEGE

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The Board of Trustees of St. Petersburg College will hold a public meeting to which all persons are invited, commencing at 8:30 a.m. on Tuesday, December 14, 2010 at the St. Petersburg/Gibbs Campus (Student Services Bldg., Rm. 202), 6605 Fifth Avenue North, St. Petersburg, Florida. (The meeting, which would previously have been held December 21, 2010 at 8:30 a.m. at the EpiCenter of St. Petersburg College, has been cancelled.) The meeting will be held for the purpose of considering routine business of the College; however, there are no rules being presented for adoption or amendment at this meeting.

A copy of the agenda may be obtained within seven (7) days of the meeting on the SPC Board of Trustees website at [www.spcollege.edu](http://www.spcollege.edu), or by calling the Board Clerk at (727) 341-3260.

If any person wishes to appeal a decision made with respect to any matter considered by the Board, he or she will need a record of the proceedings. It is the obligation of such person to ensure that a verbatim record of the proceedings is made. Section 286.0105, Florida Statutes.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the agency five business days before the meeting by contacting the Board Clerk at 727-341-3260. If you are planning to attend the meeting and are hearing impaired, please contact the agency five business days before the meeting by calling 727-791-2422 (V/TTY) or 727-474-1907 (VP).

November 19, 2010

10-14870

**10-302.**  
prepared:

In accordance with the Administrative Procedure Act, the following Agenda was

**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

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**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

**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. Swallowood, 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)**

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**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

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### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

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

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### **BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

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](#)

**10-303.** The meeting was convened by the chairman at 8:30 a.m. The invocation was given by Mr. Johnston and was immediately followed by the Pledge of Allegiance.

**10-304.** As host and provost of the St. Petersburg/Gibbs Campus, Dr. Karen Kaufman White welcomed all to the meeting. On behalf of the Board, Chairman Burke thanked her and all the Campus staff who provided the hospitality and the opportunity for the Board to meet at this site.

**10-305.** Dr. Law recommended adoption of retirement resolutions for the following: Vicki L. Coon, Academic Administrative Specialist, Social Science, Tarpon Springs Campus; Sue L. Dillon, Assistant, M.M. Bennett Library, Clearwater Campus; Joseph B. Fenley, Professor, Social Science, Clearwater Campus; Sally S. Naylor, Dean, College of Education, Tarpon Springs Campus; Carlene M. Peterson, Project Coordinator, Center for Public Safety Innovation, Allstate Center; Gregory Rabelo, Instructional Technologist, Web and Instructional Technology, Tarpon Springs Campus; Sharon A. Swallowood, Professor, Communications, Clearwater Campus; and Larry R. Webster, Program Coordinator, Early College/Dual Enrollment/Early Admission, Tarpon Springs Campus. Ms. Dillon, Dr. Fenley, Dr. Peterson and Mr. Webster were in attendance and, joined by colleagues, received their resolutions as presented by Chairman Burke and President Law. Mr. Brett paid personal tribute to Mr. Webster's service while headmaster at Northside Christian School during the time Mr. Brett's children were students.

The president and the Board additionally recognized the upcoming retirement of Mr. Syd McKenzie, General Counsel. Mr. McKenzie was joined by his colleagues and the trustees as he was presented with a resolution in appreciation for his service as the College's General Counsel.

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On behalf of the Board, Chairman Burke wished all retirees well and expressed specific appreciation to the retiring professors for their invaluable encouragement to the students.

Mr. Johnston moved to adopt the resolutions. Mr. Gibbons seconded the motion. Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Burke voted aye; Mr. Brett voted aye; and Mrs. Bilirakis voted aye. Motion carried.

**10-306.** Opportunity was given for comments from the Board Chair, Board Members and the President.

Chairman Burke commented on the pride he takes in SPC, having recently attended a women's basketball game. He noted the respect and high caliber of the team and coaches and said the officials were tremendously complimentary, which is a good reflection on the College. He encouraged Board attendance at a men's and women's basketball game in the near future and asked the Board clerk to coordinate this effort.

Mrs. Bilirakis commented on the retirement resolutions that reflect why SPC is the best college in the country. She thanked all the retirees for a wonderful job.

Mr. Brett commented on his attendance at the recent "Lunch with a Genius" and the fabulous performance of the College's Madrigalians. He further noted Dr. Law's recognition on Fox News in talking about the success at Gibbs High School and commended the president and his staff for their collaborative effort in making Gibbs a success story and for the positive media coverage.

Mr. Johnston noted he has the honor of serving on the Selection Committee for the new Foundation Director. He said the Committee is making progress toward making a recommendation to the president so the position can be filled as soon as possible.

Mr. Gibbons reported on the frequent confirmation he receives that Dr. Law was the right hire for the SPC presidency, being both competent and qualified. He noted the huge impact the president has made in the community in such a brief time, particularly citing the Gibbs initiative. In addition, Mr. Gibbons concurred with Mr. Burke's earlier comments regarding the impact the retirees have had on the students and wished them all well. Mr. Burke congratulated Mr. Gibbons for his participation on the transition team for the new governor and for sitting on the inaugural committee.

Chairman Burke paid tribute to Rep. Janet Long, who was in attendance, for her effective leadership and representation of SPC and the people of Florida while serving as a State Representative.

Dr. Law briefly reported on the launching of faTV (Financial Aid TV), which took place this morning. At his request, Mr. Michael Bennett, Associate Vice President of Financial Assistance Services, shared highlights of this initiative, including the 24/7 access through the financial aid website to short student videos that provide on-demand information regarding financial aid and financial literacy. He noted this effort will help address the high demand for information during peak times.

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**10-307.** The minutes of the Regular Meeting of the Board of Trustees of St. Petersburg College for November 16, 2010 were presented by the chairman for approval. Mr. Gibbons moved approval of the minutes as submitted. Mr. Johnston seconded the motion. Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Burke voted aye; Mr. Brett voted aye; and Mrs. Bilirakis voted aye. Motion carried.

**10-308.** Under Monthly Reports, Chairman Burke requested a report of any new business from Board Attorney Lang, General Counsel Syd McKenzie, Provosts and Faculty Senate.

Mr. Lang reported that the contract has been approved for the church property acquisition adjacent to the Clearwater Campus and the church attorney is in the process of obtaining signatures, which will then come back to the College for final signatures and approval.

Mr. McKenzie stated he had no report. Mr. Burke expressed his appreciation to Mr. McKenzie for the quarterly litigation report previously sent to the trustees.

Dr. Phil Nicotera, Provost of the Health Education Center, featured articulation efforts in Emergency Medical Services (EMS) through local high schools. Mr. Burke sought an update on the Juvenile Welfare Building (JWB) property acquisition. Dr. Nicotera reported that the purchase is still in negotiations with JWB, and Dr. Law added that only technical details remain. Dr. Nicotera further clarified for Mr. Burke that the National University of Health Sciences (NUHS) is still very much interested in subletting a portion of that facility.

Dr. Karen Kaufman White, Provost of the St. Petersburg/Gibbs Campus, featured the Campus' Communications department, including student enrollment and services, programs and courses, and faculty and student accomplishments. She specifically acknowledged the leadership of Program Director Evelyn Finklea and Dean Martha Campbell.

Dr. Maureen Mahoney, Faculty Senate President, featured a status report on several Faculty Governance Organization (FGO) activities approved by Dr. Law: (1) New Professor Emeritus policy to be implemented this spring; (2) Limited Virtual Office Hours for faculty to begin this January; and (3) Forward progress on a proposed equitable compensation structure through efforts of the Faculty Compensation Committee. The Board paid tribute to Dr. Mahoney's leadership. Chairman Burke shared his concerns regarding the proposed reform of the Florida Retirement System and asked that the Faculty Senate rally behind a legitimate plan for faculty to contact individual legislators and help enforce the value of the current retirement system so their continued hard work can be recognized. He additionally encouraged trustees to do the same, both locally and in Tallahassee, so legislators are better educated as to the real benefits of the system.

Mr. Johnston sought Faculty Senate input on what can be done to conduct an in-house evaluation of its faculty and professional staff so the press doesn't bring the College under



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the same outside scrutiny that the K-12 system has recently encountered in the press. Dr. Mahoney agreed to look into that and provide further input to the Board.

*(Information regarding these reports is included as **Attachment A – 10-308.**)*

**10-309.** Chairman Burke was joined by other trustees in paying tribute to retiring College of Education Dean Sally Naylor. In her absence, the Board commended Dr. Naylor for her impact on the College of Education, which she built up from its inception, for achieving the necessary accreditations and for forming relationships with nearby county school districts to assure jobs for our graduates. Ms. Kay Burniston, Vice President of Baccalaureate Programs, Academic Effectiveness & University Partnerships, concurred with the Board and added that Dr. Naylor will be missed, as she has been a real asset to the College and to its students. Dr. Janice Buchanan, interim executive director for the SPC Foundation, acknowledged Dr. Naylor's work in building relationships that resulted in gifts to the College.

Mr. Burke asked that Dr. Naylor's resolution be accompanied by a letter to her from the president that includes a transcription of the comments shared and thanks her on behalf of the Board for her tremendous contribution.

**10-310.** Under New Business, Item VII-A, Student Success and Achievement, the president called upon Ms. Burniston, who was joined by Dr. Jesse Coraggio, Director of Academic Effectiveness & Assessment, and Ms. Leigh Goldberg Hopf, Director of Baccalaureate Program Support Services, in sharing an overview of the New Accreditation, Accountability and Assessment (AAA) Committee Structure of the New Leadership Alliance. Ms. Burniston noted this effort is to engage all sectors and members of the college community for the purpose of impacting and improving student learning and to stay ahead of accreditation.

Mr. Johnston requested that the team report back on the success of this initiative once implemented. Dr. Law commented on the alignment of this effort with Mr. Johnston's earlier guidance to Dr. Mahoney and the public policy dialog to improve student learning outcomes that is currently permeating higher education. He stated his intent to bring a report every month on whatever data we have, what that data shows and how we are working to improve that data.

Dr. Law added that he just returned from the annual meeting of the Southern Association of Colleges and Schools (SACS), and he couldn't be more pleased with the faculty's proactive response in taking ownership of the accreditation process that will drive what will take place five years from now. Mr. Burke noted that the whole accreditation issue is under fire nationally in that accreditation authorities are using dated standards that don't apply to the trends of today's colleges and learning environments. He said efforts are underway to make the process more progressive. Dr. Law concurred that the dialog permeating through all of higher education for improving student learning outcomes has been captured well and is emerging at SPC in both

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the academic side and the student services side, although still a work in progress. Mr. Johnston commented it is good to again see SPC in the forefront. The president and Board expressed appreciation for the hard work of the presentation team.

*(A copy of the slide presentation is included as **Attachment B – 10-310.**)*

**10-311.** The Board considered Items VII-D.1a-D.1d, Applications for and Acceptance of Grants/Restricted Funds (if awarded); Items VII-D.2a-D.2b, Amendments to Grants/Restricted Funds Contracts; and Items VII-E.1-E.2, Capital Outlay, Maintenance, Renovation, and Construction. Mrs. Bilirakis moved approval. Mr. Johnston seconded the motion.

In regard to the grant amendments, Items VII-D.2a-D.2b, Mr. Burke received confirmation from Dr. Law that there was no additional expense being incurred as a result of additional monies being awarded.

Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Burke voted aye; Mr. Brett voted aye; and Mrs. Bilirakis voted aye. Motion carried.

Information regarding these items is as follows:

Agenda Item VII-D.1a

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

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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**

<b>Date of BOT Meeting:</b>	December 14, 2010
<b>Funding Agency or Organization:</b>	Florida Department of Education, Division of Public Schools, Bureau of Exceptional Education and Student Services (BEESS)
<b>Name of Competition/Project:</b>	State Personnel Development
<b>SPC Application or Sub-Contract:</b>	SPC Application
<b>Grant/Contract Time Period:</b>	<b>Start:</b> 10/1/10 <b>End:</b> 9/30/11
<b>Cabinet Member:</b>	Kay Burniston

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**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
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Total amount from funder:	\$70,000
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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

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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.

Agenda Item VII-D.1b

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.**

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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**

<b>Date of BOT Meeting:</b>	December 14, 2010
<b>Funding Agency or Organization:</b>	Bill & Melinda Gates Foundation
<b>Name of Competition/Project:</b>	Completion by Design Initiative
<b>SPC Application or Sub-Contract:</b>	SPC Application
<b>Grant/Contract Time Period:</b>	<b>Start:</b> March 2011 <b>End:</b> November 2013
<b>Cabinet Member:</b>	Anne Cooper/Kay Burniston
<b>Manager:</b>	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.

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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

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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.


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.

Agenda Item VII-D.1c

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



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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**

<b>Date of BOT Meeting:</b>	December 14, 2010
<b>Funding Agency or Organization:</b>	National Science Foundation— Advanced Technological Education (ATE)
<b>Name of Competition/Project:</b>	DeafTec: Technological Education Center for Deaf and Hard-of-Hearing Students
<b>SPC Application or Sub-Contract:</b>	Subcontract with Rochester Institute of Technology
<b>Grant/Contract Time Period:</b>	<b>Start:</b> 7/1/11 <b>End:</b> 6/30/14

**MINUTES OF THE SPECIAL MEETING OF DECEMBER 14, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

**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

**Funding:**

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$295,080
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Total amount from funder: \$295,080

Amount/value of match:	Cash:	N/A
	In-kind:	N/A

**MINUTES OF THE SPECIAL MEETING OF DECEMBER 14, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

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.

Agenda Item VII-D.1d

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

**MINUTES OF THE SPECIAL MEETING OF DECEMBER 14, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

**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**

<b>Date of BOT Meeting:</b>	December 14, 2010
<b>Funding Agency or Organization:</b>	Southwest Florida Water Management District (SWFWMD)

**MINUTES OF THE SPECIAL MEETING OF DECEMBER 14, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

**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 \$40,000

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

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**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

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.
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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.
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Agenda Item VII-D.2a


December 14, 2010

**MEMORANDUM**

**MINUTES OF THE SPECIAL MEETING OF DECEMBER 14, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

**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

Agenda Item VII-D.2b


December 14, 2010

**MEMORANDUM**

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

**MINUTES OF THE SPECIAL MEETING OF DECEMBER 14, 2010**

**BOARD OF TRUSTEES OF 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

Agenda Item VII-E.1

December 14, 2010

**MEMORANDUM**

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

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

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



**MINUTES OF THE SPECIAL MEETING OF DECEMBER 14, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

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.**

<b>Tag Number</b>	<b>Description</b>	<b>Acquisition Date</b>	<b>Condition</b>	<b>Sum Amount</b>
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

**MINUTES OF THE SPECIAL MEETING OF DECEMBER 14, 2010**

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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

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**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

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

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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

**MINUTES OF THE SPECIAL MEETING OF DECEMBER 14, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

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
			<b>TOTAL:</b>	<b>\$350,769.23</b>

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

Agenda Item VII-E.2

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,

## MINUTES OF THE SPECIAL MEETING OF DECEMBER 14, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

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

**10-312.** The Board considered Capital Outlay, Maintenance, Renovation, and Construction Item VII-E.3. Ms. Susan Reiter, Vice President of Facilities Planning & Institutional Services, shared the construction documents for the new Ethics and Social Science Building at the Clearwater Campus, noting that the holiday break allows for an opportunity to get started on the mobilization of the project by completing the staging before students return. She further noted the student participation in the meeting and planning of the mobilization.

Mr. Burke thanked Ms. Reiter for additional efforts made to provide trustees with information on funding sources and sought further education on how the amounts from each are determined. Ms. Reiter explained the funding of Capital Outlay/Debt Service (CO&DS) bonds and Student Capital Improvement Fee (SCIF) bonds, where the funds originate, and the state's

**MINUTES OF THE SPECIAL MEETING OF DECEMBER 14, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

mandate for how they are used. She noted that bond funds are being put toward both the Clearwater Campus and Seminole Campus projects. Mr. Burke further inquired as to how the state determines how much each college receives of the bond funding. Dr. Law explained the state's procedures for determining funding based on bond sale participation and confirmed for Mr. Johnston the minimal interest expense involved that gets assessed back to the participants. Ms. Reiter added that the last SCIF bond applied for by SPC resulted in approximately \$20 million that helped build the new Science and Math Building at the Clearwater Campus.

Mr. Brett moved approval. Mr. Gibbons seconded the motion. Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Burke voted aye; Mr. Brett voted aye; and Mrs. Bilirakis voted aye. Motion carried.

Information regarding this item is as follows:

Agenda Item VII-E.3

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

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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
<b>Total Project Budget:</b>	<b>\$ 14,142,113</b>

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



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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

**10-313.** The Board considered Personnel Item VII-G.1. Mr. Johnston moved approval. Mr. Gibbons seconded the motion. Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Burke voted aye; Mr. Brett voted aye; and Mrs. Bilirakis voted aye. Motion carried.

Information regarding this item is as follows:

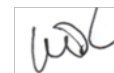
Agenda Item VII-G.1

December 14, 2010

**MEMORANDUM**

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

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



**SUBJECT:** Personnel Report

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

**HIRE Budgeted**

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<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
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**

<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
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.

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<b>REHIRE Temporary/Supplemental</b>			
<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
11/15/2010	Ballo,William T	Emergency Medical Services HC	Instructor - Temporary Credit
11/13/2010	Butler,Vonchesha 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

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

<b>LEAVE OF ABSENCE Budgeted</b>			
<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>

## MINUTES OF THE SPECIAL MEETING OF DECEMBER 14, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

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

**10-314.** Under Item VII-I, Financial Report and Textbook Credit Update, the president called upon Dr. Doug Duncan, Senior Vice President of Administrative/Business Services & Information Technology, who presented the current financial status. Dr. Duncan noted that, at this mid-year point, the College is where it should be on both the revenue and expense side.

Mr. Johnston inquired about the state's revised formula for funding baccalaureate programs through CCPF (Community College Program Fund) and whether the College should amend its budget to reflect this new policy. Dr. Duncan and Dr. Law explained that, although prior to this year, separate tracking of upper and lower division was state-mandated, it is no longer required with the adoption of this year's appropriation, which will allow for a single budget next year for all programs. Dr. Duncan said we will continue to track Fund 10 and Fund 12 separately, estimating the baccalaureate portion, even though both lower division and upper division are funded together. Mr. Burke thanked Mr. Johnston for his scrutiny of the financial data.

Dr. Duncan presented an update on the textbook credit program offered this fall and reported on its successes. He particularly noted the benefit of the new financial aid book line of credit now available online to students. Mr. Johnston inquired as to whether the \$500,000 allotted for this initiative could now be deleted from the budget and used elsewhere for the benefit of the students. Dr. Law anticipated needing an additional \$200,000 to carry the textbook credit program through July 2011, if that is the request of the Board. The trustees provided a general consensus for Dr. Law to find the funds to continue the program in whatever manner he deems best. Mr. Burke thanked Mr. Johnston for advocating in this matter. Dr. Law commended the huge effort made to get the book vouchers online.

Mr. Johnston noted he was copied on the minutes of the Textbook Committee, which showed they are making excellent progress in trying to bring textbook costs down for the students. Mr. Burke added his disappointment in both the presidents' association and the trustees' association for showing no initiative to resolve this national problem. Dr. Law and Dr. Duncan responded as to the market-driven effort that is changing the methods of offering textbooks and may erode the need to resolve the textbook cost issue as it now stands.

**MINUTES OF THE SPECIAL MEETING OF DECEMBER 14, 2010**


**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

Information regarding this item is as follows: (*A copy of the slide presentation is included as Attachment C – 10-314.*)

Agenda Item VII-I

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

**MINUTES OF THE SPECIAL MEETING OF DECEMBER 14, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

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 Budgeted Revenue	Year to Date %	\$ YOY Variance
<b>Revenue</b>								
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	\$ 23,304,342	41.9%		\$ 3,225,933
Federal Stabilization Funds	\$ 5,097,571	\$ 2,325,754	45.8%	\$ 5,180,234	\$ 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%		\$ -
<b>Total Revenues - Fund 10 and 12</b>	<b>\$ 123,115,199</b>	<b>\$ 64,653,468</b>	<b>52.5%</b>	<b>\$ 140,178,383</b>	<b>\$ 67,692,344</b>	<b>48.3%</b>	<b>49%</b>	<b>\$ 3,038,876</b>
<b>Operating Costs</b>								
<b>Personnel &amp; Benefits</b>								
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	\$ 8,270,075	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%		\$ 676,933
<b>Total Personnel &amp; Benefits</b>	<b>\$ 92,885,317</b>	<b>\$ 38,547,099</b>	<b>41.5%</b>	<b>\$ 102,772,253</b>	<b>\$ 40,867,179</b>	<b>39.8%</b>	<b>41%</b>	<b>\$ 2,320,079</b>
<b>Current Expense</b>								
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	\$ 256,007	23.9%		\$ (73,622)
Materials and Supplies	\$ 5,414,467	\$ 1,483,861	27.4%	\$ 5,595,354	\$ 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
<b>Total Current Expense</b>	<b>\$ 26,489,620</b>	<b>\$ 8,326,578</b>	<b>31.4%</b>	<b>\$ 29,742,218</b>	<b>\$ 9,084,229</b>	<b>30.5%</b>	<b>31%</b>	<b>\$ 757,650</b>
<b>Capital Spending</b>								
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%	\$ 1,024,378	\$ 545,907	53.3%		\$ 294,266
Debt Service - Construction Obligations	\$ -	\$ -	-	\$ 4,500,000	\$ -	0.0%		\$ -
<b>Total Capital Spending</b>	<b>\$ 3,711,481</b>	<b>\$ 849,996</b>	<b>22.9%</b>	<b>\$ 7,651,814</b>	<b>\$ 1,377,521</b>	<b>18.0%</b>	<b>9%</b>	<b>\$ 527,525</b>
<b>Total Operating Costs - Fund 10 and 12</b>	<b>\$ 123,086,418</b>	<b>\$ 47,723,674</b>	<b>38.8%</b>	<b>\$ 140,166,285</b>	<b>\$ 51,328,929</b>	<b>36.6%</b>	<b>37%</b>	<b>\$ 3,605,255</b>
<b>Total Remaining Funds (Surplus/Deficit)</b>	<b>\$ 28,781</b>	<b>\$ 16,929,795</b>		<b>\$ 12,098</b>	<b>\$ 16,363,415</b>			<b>\$ (566,379)</b>

**10-315.** The Board considered Item VII-J, SPC Foundation, Inc. – Certification of Eligible Cash Contributions. Mr. Gibbons moved approval. Mr. Brett seconded the motion. Mr. Johnston inquired as to whether the state is back in the position to match gifts. Dr. Law reported that state matching is only available for the First Generation Matching Grant Program. Mr. Burke received clarification that gifts through the Philip Benjamin Matching Grant Program are not currently being matched by the state, but are being tracked for when funds do become available. Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Burke voted aye; Mr. Brett voted aye; and Mrs. Bilirakis voted aye. Motion carried.

Information regarding this item is as follows:

**MINUTES OF THE SPECIAL MEETING OF DECEMBER 14, 2010**


**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

Agenda Item VII-J

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

**MINUTES OF THE SPECIAL MEETING OF DECEMBER 14, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

**CERTIFICATION OF PRIVATE CONTRIBUTIONS FOR FIRST GENERATION MATCHING GRANT PROGRAM**

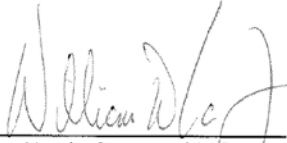
**COLLEGE/FOUNDATION NAME:** St. Petersburg College Foundation, Inc.  
**CONTRIBUTIONS RECEIVED ON OR BEFORE DECEMBER 1, 2010**

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: [collegereporting@fldoe.org](mailto: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.



**MINUTES OF THE SPECIAL MEETING OF DECEMBER 14, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

**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%)	\$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.

## **MINUTES OF THE SPECIAL MEETING OF DECEMBER 14, 2010**

### **BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

**10-316.** Under the President's Report, Dr. Law called upon Dr. Anne Cooper, Senior Vice President of Academic & Student Affairs, to present a report on SPC and USF St. Petersburg Collaboration, Item VIII-A, which was held over from the November Board meeting. Dr. Cooper shared about the synergy created based on a luncheon whereby administrative counterparts from the two institutions discussed future beneficial partnerships. She summarized some of the articulation efforts being considered and expressed appreciation to Dr. Law and USF St. Petersburg Regional Chancellor Margaret Sullivan for these opportunities.

Mr. Burke thanked Dr. Cooper for bringing forth something tangible from an initial gathering back in August, and expressed his hopes for other types of partnerships as well between the two institutions, i.e., shared student discounts, in an effort to promote more oneness in higher education. Mr. Johnston reminded the Board that, in follow up to a joint reception hosted by the USF St. Petersburg Board several years ago and in the spirit of cooperation, SPC's Board needs to reciprocate with an invitation to the USF St. Petersburg Board. Mr. Burke suggested a once a year date be scheduled for this purpose, possibly in the spring. At Mr. Gibbons' recommendation to hold this gathering earlier rather than later to allow for working together prior to the legislative session, the Board concurred to try and set a February date for this purpose.

Mr. Brett sought potential target dates from Dr. Cooper on when some of the articulation efforts she highlighted might go live. Dr. Cooper noted that some are anticipated for the fall, namely those under the College of Business and College of Computer and Information Technology, while others are still coming together. She said efforts are moving forward with timelines and goals in mind and agreed to report back to the Board on any progress.

Mr. Burke thanked Dr. Cooper for her efforts in this regard. He commended Ms. Burniston for recently assisting him in understanding the complexity of articulating courses both within the College and in partnership with other institutions and expressed appreciation for what it takes to make these programs happen.

Information regarding this item is as follows:

Agenda Item VIII-A

#### **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>	Environmental Science

**MINUTES OF THE SPECIAL MEETING OF DECEMBER 14, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

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.

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.

**Social Science**

Articulation of three SPC Psychology courses to satisfy degree  
credits in Psychology at USFSP.

**Fine Arts & Humanities**

Visual Art portfolio review workshop for SPC students conducted  
by USFSP Visual Art faculty so students are better prepared for  
possible application and transfer.

Possible articulation with SPC Photography and Digital Arts  
program and USFSP Journalism and Media Studies.

Encourage USFSP transient student participation in our Performing  
Art courses.

**Communications**

Possible adjunct opportunities for USFSP graduate students in  
reading and writing.

Invite USFSP English Education students to observe our modular  
competency-based developmental reading and writing courses.

**Mathematics**

Possible adjunct sharing opportunities in Mathematics for USFSP  
and SPC.

**10-317.** In continuing under the President's Report, Item VIII-B, Midtown Update, Dr. Law distributed a copy of and shared a slide presentation based on the Board's discussion at its November meeting. *(A copy of the slide presentation is included as Attachment D – 10-317.)*

## **MINUTES OF THE SPECIAL MEETING OF DECEMBER 14, 2010**

### **BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

He called upon Dr. Duncan, Ms. Reiter and Ms. Yvonne Ulmer, Campus Executive Officer of the Downtown/Midtown Centers in reviewing space utilization data for both sites, noting this is still a work in progress. Dr. Law shared that a going-forward strategy is in place for full utilization of additional available space at the Downtown Center, and said he would be meeting with Mr. Gibbons and staff after the Board meeting to discuss continued expansion options for Midtown. He noted the “capacity used” data for room utilization at both sites shows sections could still be added in an effort to fully utilize existing space.

Mr. Burke inquired about how the Downtown/Midtown capacity usage figures compare to those of other campuses. He estimated they were in the 70-80 percent range. Ms. Reiter added that all SPC sites, according to state analyses, are showing a healthy need for space on the academic side. Mr. Burke asked that the Board be provided with the capacity figures for all sites if they are readily available. In response to Mr. Johnston, Dr. Law noted that there is some capacity available for Friday and Saturday usage and staff is working to ensure all facilities are being used to their fullest while still working within the state’s means of calculating needs. At the president’s request, Ms. Ulmer shared the current and immediate future status of space at the Downtown Center. She noted tremendous progress has been made to increase space since Dr. Law has become president. Ms. Reiter provided additional information on 3<sup>rd</sup> through 5<sup>th</sup> floor space availability at the Downtown Center.

Mr. Gibbons expressed concern about the limitations of the current Midtown site in that it is not owned by SPC as is the case with the Downtown site. He said he has personally witnessed the full capacity at Midtown and feels the College cannot control its own destiny for expansion while housed in a building it does not own. As a member of the Housing Authority, which is the owner of the Midtown building, Mr. Gibbons offered to assist with getting some control of the space issues (i.e., a second story) or figure out where the Midtown Center can be moved in the near future. Dr. Law agreed to bring back a full range of options for Midtown expansion by the January 18 Board retreat.

Mr. Burke concluded that the Board’s support of a presence in Midtown is very evident and a resolution for the space issues is needed. He said the Board would look to the College’s leadership to provide direction. He paid tribute to Mr. Gibbons for his efforts in pushing this issue and cautioned Dr. Law and staff to make every effort to keep cordiality among the various interest groups in the community. Mr. Gibbons added that he doesn’t want damage to either site – Downtown or Midtown – by duplicating services to appease certain groups, but to facilitate co-existence and keep a balance in the course offerings.

**10-318.** Dr. Law paid tribute to Ms. Starla Metz, principal of the St. Petersburg Collegiate High School (SPCHS), for the recent “A” Grade received by the school when the recent grades came out.

**MINUTES OF THE SPECIAL MEETING OF DECEMBER 14, 2010**

**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

Mr. Gibbons added a final note in regard to the Gibbs High School project, commenting that Dr. Naylor was responsible for the teacher effectiveness evaluation, which had a big impact on bringing Gibbs High School from an “F” grade to a “C.”

**10-319.** Mr. Johnston noted that Dr. Law is speaking tomorrow to the St. Petersburg Downtown Partnership, which introduces Dr. Law to the downtown business community and provides excellent exposure for the College. He invited all who could attend to this event being held at the downtown Hilton.

**10-320.** On behalf of the Board, Chairman Burke expressed appreciation to Provost Karen White and her staff for hosting today’s meeting and wished all happy holidays.

**10-321.** Having no further business to come before the Board, Chairman Burke adjourned the meeting at 10:30 a.m.

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**William D. Law, Jr.**

**Secretary, Board of Trustees**  
St. Petersburg College  
FLORIDA

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**Kenneth P. Burke**

**Chairman, Board of Trustees**  
St. Petersburg College  
FLORIDA