

**MINUTES OF THE SPECIAL MEETING OF FEBRUARY 23, 2010**

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

The Board of Trustees of St. Petersburg College met on Tuesday, February 23, 2010 at the St. Petersburg College EpiCenter, 13805 – 58<sup>th</sup> Street North, Largo, Florida. The following Board members were present: Chairman Terrence E. Brett, Vice Chairman Kenneth P. Burke, Mr. Deveron M. Gibbons and Mr. W. Richard Johnston. Also present was Dr. Thomas E. Furlong, Jr., President of St. Petersburg College and Secretary to the Board of Trustees, and Mr. Joseph H. Lang, Board Attorney. Mrs. Evelyn M. Bilirakis participated by conference phone for the initial part of the meeting. Proof of public notice of this meeting is included as part of these minutes. Notices were duly posted.

Invoice/Serial Number  
10-01645

**GULF COAST  
BUSINESS REVIEW**

Published Weekly  
Clearwater, Pinellas County, Florida

COUNTY OF PINELLAS

S.S.

STATE OF FLORIDA

Before the undersigned authority personally appeared Matt Walsh who on oath says that he is Publisher 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 Meeting  
in the matter of Board Meeting on Tuesday, February 23, 2010 at 8:30 am

in the \_\_\_\_\_ Court, was published in said newspaper in the  
issues of February 12, 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 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.

Matt Walsh  
Matt Walsh

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

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, February 23, 2010 at the EpiCenter, 13805 58th Street North, Largo, Florida. (The regular meeting, which was previously scheduled to be held on February 16, 2010, same time and location, 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.

In the event the Board continues the foregoing meeting and/or in the event of a serious storm, or threat thereof, resulting in cancellation of the foregoing meeting, the same shall be held on March 2, 2010 at the same time and place and for the same purpose.

A copy of the Agenda may be obtained by writing to the Board of Trustees in care of the Board Clerk, P. O. Box 13489, St. Petersburg, Florida, 33733, or 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.

Those planning to attend who have a disability and are in need of an auxiliary aid or other accommodation are requested to telephone (727) 341-3260 at least seven days before the meeting date so that their needs can be accommodated.

February 12, 2010 10-01645

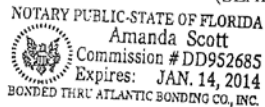
**MINUTES OF THE SPECIAL MEETING OF FEBRUARY 23, 2010**

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

Sworn to and subscribed before me this  
12th day of February A.D. 2010,  
by Matt Walsh, who is personally known to me.



Amanda Scott Notary Public, State of Florida  
(SEAL)



**10-037.** The meeting was convened by the chairman at 8:30 a.m. The invocation was given by Mr. Burke and was immediately followed by the pledge of allegiance.

**10-038.** In accordance with the Administrative Procedure Act, the following Agenda was prepared:

**AGENDA**

**ST. PETERSBURG COLLEGE BOARD OF TRUSTEES  
TUESDAY, FEBRUARY 23, 2010**

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

**SPECIAL MEETING: 8:30 A.M.  
Board Refreshments: 8 a.m.**

(THIS MEETING IS OPEN TO THE PUBLIC.)

**PLEASE NOTE: Items contained herein are subject to change  
during a Board meeting before final Board action.**

- I. Call to Order
- II. Invocation
- III. Pledge of Allegiance

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- IV. Preliminary Matters
- A. Presentation of Retirement Resolutions and Motion for Adoption
1. Margaret A. Carter, Provost's Office, Health Education Center
  2. Carolyn A. Kistner, Mathematics, Tarpon Springs Campus
  3. Susan L. Slavin, Library, District Office
- B. Introduction of Employees
- V. Review and Approval of Minutes – Board of Trustees' Meeting of January 19, 2010
- VI. Old Business (items previously considered but not finalized). NONE
- VII. Report of New Business from the Board Attorney – Joseph H. Lang
- Update on Presidential Search Process
  - Update on Former President's Contract Negotiations
- VIII. Report of New Business from the General Counsel – Sydney H. McKenzie III
- IX. Report of New Business from the President
- A. BIDS, EXPENDITURES AND CONTRACTS (through Purchasing). NONE**
- B. OTHER EXPENDITURES AND CONTRACTS. NONE**
- C. GRANTS/RESTRICTED FUNDS CONTRACTS. NONE**
- D. CAPITAL OUTLAY, MAINTENANCE, RENOVATION, AND CONSTRUCTION**
1. Clearwater Campus Master Plan – Presentation
  2. Bond Resolution for Student Capital Improvement Fees (SCIF)
  3. Revised Capital Improvement Program (CIP-2) Summary Form and Capital Improvement Program (CIP-3) Project Explanation Forms from the Capital Improvement Program for FY 2010-2011 through 2014-2015

## **MINUTES OF THE SPECIAL MEETING OF FEBRUARY 23, 2010**

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

4. Amendment (Spot Survey) #2 to the Educational Plant Survey (Social Science Building, Clearwater Campus) dated June 19, 2007
5. Advertise for Professional Architectural Services for Projects, Clearwater Campus
6. Quarterly Selection of Pre-Qualified Small Contractors, Revision #15
7. First Amendment to Lease Agreement between St. Petersburg College and the Dollars for Scholars of St. Petersburg, Inc. for a Lease of Space in the Health Education Center (Building No. 64)
8. Annual Membership Assessment in Florida College System Risk Management Consortium

#### **E. AGENCY BILLINGS**

#### **F. PERSONNEL**

1. Personnel Report
2. Faculty Continuing Contract Recommendations
3. Faculty Annual Contracts for 2010-2011

#### **G. PROPOSED CHANGES TO BOT RULES MANUAL – Public Hearing. NONE**

#### **H. CURRICULUM**

1. Credit Curriculum. **NONE**
2. Noncredit Curriculum and Fees

#### **I. 2009-2010 STUDY ABROAD PROGRAMS**

#### **J. PROPOSED INSTRUCTIONAL CALENDAR FOR 2010-2011**

#### **K. SPC FOUNDATION, INC. – CERTIFICATION OF ELIGIBLE CASH CONTRIBUTIONS**

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

**L. LUMINA FOUNDATION FOR EDUCATION – ACHIEVING THE DREAM:  
COMMUNITY COLLEGES COUNT (A&D)**

**M. STRATEGIC DIRECTIONS**

X. Other Business – Items of Interest from the Board of Trustees

• **PRESENTATION ON FINANCIAL AID**

XI. Confirmation of Next Meeting – Scheduled for Tuesday, March 16, 2010, 8:30 a.m. at the SPC Midtown Center, St. Petersburg, Florida

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting Tuesday, Feb. 23, 2010, he or she will need a record of the proceedings. It is the obligation of such person to ensure a verbatim record of the proceedings is made, §286.0105, Florida Statutes.

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

**\*No packet enclosure**

**10-039.** President Furlong recommended adoption of retirement resolutions for Margaret A. Carter, Provost's Office, Health Education Center; Carolyn A. Kistner, Mathematics, Tarpon Springs Campus; and Susan L. Slavin, Library, District Office. All were in attendance and, joined by colleagues, received the applause of those present. Mr. Burke moved to adopt the resolutions. Mr. Johnston seconded the motion. Mr. Johnston voted aye; Mr. Brett voted aye; Mr. Burke voted aye; and Mrs. Bilirakis voted aye. Motion carried.

**10-040.** Dr. James Olliver, Provost of Seminole Campus/eCampus, accompanied by Business Technologies Dean Sharon Setterlind, provided background on the College's new Entrepreneurship Center and related planned curriculum. (*Documentation supporting this initiative was previously mailed to the Board.*) Dr. Olliver introduced the Campus' new Business Technologies Chair, Professor Nicolle Panuthos, who will be spearheading the creation of the curriculum.

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**10-041.** The minutes of the Regular Meeting of the Board of Trustees of St. Petersburg College for January 19, 2010 were presented by the chairman for approval. Mr. Burke moved approval of the minutes as submitted. Mr. Johnston seconded the motion. Mr. Johnston voted aye; Mr. Brett voted aye; Mr. Burke voted aye; and Mrs. Bilirakis voted aye. Motion carried.

In regard to the minutes, Mr. Burke referenced the motion concerning acquisition of property by the SPC Foundation, Inc. and sought an update to the Board's request for some type of review process in the future to prevent a similar situation from happening again. Ms. Suzanne Gardner, Associate General Counsel, responded that General Counsel Syd McKenzie has met with Mr. Paul Hanna, Foundation Executive Director, and established that future meetings of the Foundation will include the General Counsel's representation, review of minutes and agendas, and review of contracts for the purchase of property and facilities. Mr. Burke further inquired about payment for work done by Facilities staff on the acquired property, to which Mr. Hanna responded the Foundation paid the difference between the \$115,000 purchase price and the total cost of approximately \$204,000, to Facilities for the renovations. President Furlong added that the College's Facilities department bills the Foundation for facilities work done at the site. (*Mr. Gibbons arrived after this item.*)

**10-042.** With Board Attorney Lang and Ford & Harrison legal representation in attendance, Chairman Brett sought a report on the former president's contract negotiations. Mr. Lang introduced Ms. Tracey Jaensch, who reviewed the memorandum prepared by the Ford & Harrison law firm under her direction and provided in the Board's packet. She said the Board was advised it is a permissible option to offset previously deposited amounts (those made prior to 2001 based on an assertion of 2,104 hours of unpaid sick leave and deemed accrued by the auditors) with terminal pay over and above the benefits of sick and vacation pay with up to one year's salary, and that the firm believes this would resolve all disputes as to the deposited amounts as well as provide the former president with one year of terminal pay as permitted under Florida Statutes.

Mr. Lang acknowledged he had read the memorandum and that it was very well thought out; he, therefore, subscribed to Ms. Jaensch's recommendation.

Mr. Burke reiterated that Ford & Harrison's main practice is labor law and expressed appreciation for the memorandum that clarified and analyzed each section in an effort to bring options to the Board. He thanked Ms. Jaensch and Mr. Lang for their availability to the Board, and commented that, although the Board may have "fumbled the ball a little at the beginning," it has done well in recovery by handling this matter in a professional manner and in a manner that meets the Board's standards.

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Mr. Burke made the following motion, which he acknowledged was prepared for him by Ford & Harrison at his request so as to best represent legal counsel's recommendation to the Board: "To reflect the gratitude of St. Petersburg College and the entire Pinellas County community to Dr. Carl Kuttler for thirty-two years of outstanding and nationally recognized service as President of St. Petersburg College, and as provided for in Dr. Kuttler's employment contract with the Board and by F.S. 1001.64, 1012.865(2)(e)(1) and 1012.83(2) and to resolve the differences of opinion and claims as to Dr. Kuttler's entitlements, I move to authorize the payment of \$135,088.00 in terminal sick leave pay to Dr. Kuttler, in conjunction with the monies previously deposited, as a termination payment which payment shall be conditioned upon the execution of a mutual release between Dr. Kuttler and St. Petersburg College." Mr. Gibbons seconded the motion.

In further discussion, Mr. Burke sought input from Mr. Lang as to whether Dr. Kuttler is in agreement with this as full payment and is willing to sign a release. Mr. Lang confirmed it is his understanding, after reviewing these terms with Dr. Kuttler last week and receiving a call from him Sunday night, that Mr. Lang could represent his acceptance. Mr. Gibbons commended legal counsel for an excellent job and concurred with Mr. Burke as to the counsel's competency and the direction provided to the Board. Mr. Johnston added that these negotiations have been tough on all involved, particularly due to the contract repeatedly being revised and amended and the Board's lack of understanding to bring it into compliance with state law. He expressed gratefulness that the negotiations worked out to be satisfactory to all parties and wished Dr. Kuttler well after 32 years at the helm. He commended the former president and the staff that worked alongside him to make things happen at SPC and stated he looks forward to moving on and putting this issue to rest. Mrs. Bilirakis concurred with the trustees' comments and added that Dr. Kuttler deserves all the credit for bringing the College to where it is now.

In response to the former motion and second, Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Brett voted aye; Mr. Burke voted aye; and Mrs. Bilirakis voted aye. Motion carried.

Information regarding this item is as follows:

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

F O R D & H A R R I S O N<sup>LLP</sup>

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College  
**FROM:** Ford & Harrison LLP  
**DATE:** February 16, 2010

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**KUTTLER CONTRACT REVIEW**

**I. Contracts**

**A. Contract Entered May 1, 2003 with 4 year Term to April 30, 2007 (the "May 2003 Contract")<sup>1</sup>**

The May 2003 Contract provides that the Board will employ Carl M. Kuttler Jr. ("Kuttler") as President to perform duties including those set forth in *Fla. Stat.* §1001.65 and F.A.C. Sections 6A 14.0261 and 6A 14.0262. Language in the contract states that, among other things, the Board intends through the contract, to also compensate Kuttler for foregoing his planned retirement and for additional duties associated with the Leepa Rattner Museum and planned development of the Epicenter.

The May 2003 Contract provides that, during the term of the contract, Kuttler would receive the following as "base compensation":

- |       |   |
|-------|---|
| ¶4A-C | \$212,500, annually as "partial base salary" less applicable deductions, to be reviewed annually and adjusted via Board approval as reflected in Board minutes, without amendment to the contract;  |
| ¶5A   | \$25,000 as "additional base salary" in lieu of a housing allowance;  |
| ¶5B   | An unspecified amount of "additional base salary" which the President may elect to defer into a 403(b) deferred compensation account which is equal to the maximum regular amount allowable by law as presently enacted per year for a 403(b) deferred compensation plan to be paid January 4 <sup>th</sup> of each year during the May 2003 contract Term; |
| ¶5C   | An unspecified amount of "additional base salary" which the President may elect to defer into a 457(b) deferred compensation account which is equal to the maximum regular amount allowable by law as presently enacted per year for a 403(b) deferred compensation plan to be paid January 4 <sup>th</sup> of each year during the May 2003 contract Term; |

<sup>1</sup> This contract was entered into after the effective date of 01/03 statute change.



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- ¶5D \$14,000 per year as "additional base salary" for reimbursement of life insurance policy premiums;
- ¶5E \$8,000 per year as "additional base salary" in lieu of providing a vehicle for the President for the first 3 years of the contract; President may, at his sole discretion, forego that compensation for any or all 3 years, and, in that event, the college will provide a vehicle for college use and up to 7,500 miles of personal use per year, including insurance, maintenance and gasoline for the vehicle; upon retirement, the vehicle's ownership shall be transferred to the President after being paid off by the Board if not already.<sup>2</sup>
- ¶5G Entitled to Insurance and other "benefits" to the same extent and in same manner as "other employees of the Board to be paid for the by the Board;"
- ¶5H Paid sabbatical leave (of an unspecified duration) to be taken during term of Contract subject to approval of the Board.
- ¶5J **Upon death, retirement, cessation of service or termination, payment of "one hundred 100% percent of his accrued sick leave times his then daily rate of pay. The daily rate of pay shall include the total compensation package herein as annual salary divided by 243, as set forth in Board rule 6Hx23-2.07."**
- ¶5L President "entitled to vacation leave time without deduction from compensation in accordance with the leave policy of the College." Also, in addition to such leave time as accrues during term of contract, President is entitled to any unused leave time allocated to him during and prior employment period with the College in the position of President. "Provided, however, the President shall not accrue more than 70 days vacation leave." With respect to such unused leave time and "cash reimbursement" for unused time, the President "to the extent permitted by law, [may elect] cash reimbursement for unused leave time".
- ¶6 States that if Kuttler's election to delay enrollment in DROP, results in forfeiture of \$525,000, the Board shall pay "as additional base salary," \$38,000 on January 4<sup>th</sup> for years 2004, 2005, 2006, and 2007, a portion of can be added to the President's 457(b) deferred compensation funds set forth in 5C at his direction, plus, "as additional base salary," \$12,400 to be paid July 1 of 2003-2004, 2004-2005, 2005-2006, and 2006-2007. President also may elect to take such payments as deferred compensation under 5C.

<sup>2</sup> It is our understanding that during the term of the May 2003 Contract, Kuttler elected to receive the \$8,000 additional compensation for each year onward, including 2009.

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### **B. May 2003 Contract "Amendments"**

On June 22, 2004, the parties signed an "Amendment to Contract of Employment" extending the May 2003 Contract's term to June 30, 2007. On July 19, 2005, the May 2003 Contract was "amended" in writing to "extend" the term of the May 2003 Contract to June 30, 2009 ("Second Amendment"). On September 18, 2006, the parties entered into a written "Amendment" extending the May 2003 Contract's term to December 31, 2009 (and reflects an unspecified salary increase approved by the Board on September 18, 2006 meeting and incorporates such increase into the "Amendment" ("Third Amendment").<sup>3</sup>

On May 15, 2007, the May 2003 Contract was amended to allow use of college property for certain events ("Fourth Amendment")

On June 20, 2008 and July 29, 2009, the parties entered into a "Fifth Amendment" and "Sixth Amendment" respectively, to provide an incentive plan that would "induce the President to remain in service to the College through the end of the 2010-2011 contract year (June 30, 2011).<sup>4</sup>

On July 21, 2009, Kuttler resigned as President effective December 31, 2009, to retire.

## **II. Law Applicable to Community College President Contracts**

### **A. Community Colleges Are Not State Agencies but Special Districts Governed Locally By Board of Trustees in Accordance with the Powers and Duties Set forth in Florida's K-2 Education Code**

Every authorized community college district "is an independent, separate, legal entity created for the operation of a community college." *Fla. Stat.* §1004.65(2)(2009). Each community college in Florida operates under the direction and supervision of a board of trustees. *Fla. Stat.* §1001.63 (2009). The board of a community college is not an agent of the executive branch of state government under Florida law, and a community college is not a state agency under settled law. *See Williams v. Dist. Bd of Trustees Edison Comm. College, Florida*, 421 F. 3d 1190 (11th Cir. 2005)(noting that a community college is not "the state" or an "agency of the state" but instead is a special district governed locally by a board of trustees under the general oversight of the Florida Department of Education in accordance with the powers and duties set forth in Florida's K-20 Education Code, sections 1000.01 through 1013.01)(citing, *Caldwell v. Board of Trustees Broward Comm. College*, 858 So.2d 1199, 1200 (Fla. 4th DCA 2003)(holding

<sup>3</sup> Based on the Minutes of September 18, 2006, it appears that a 5% increase in "base salary" was approved; we have not reviewed additional minutes which might reflect earlier or later increases.

<sup>4</sup> We have been advised that the condition precedent to the Fifth and Sixth Amendments did not occur, namely, that Kuttler remain President through 2010 and never elected to have the College purchase a vehicle for him to use in lieu of a car allowance. Since those conditions never materialized, the amendments have not been acted upon by either of the parties. Accordingly, the May 2003 contract terms, as renewed for an additional term from September 18, 2006 through December 31, 2009, appears to be the operable contract under which the parties continued to perform and be bound on the date of Kuttler's announced retirement and effective termination date.

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that it is well-settled that the board of trustees of a community college is not a part of the executive branch of state government and therefore is not a "state agency").

Accordingly, the authority of the St. Petersburg College Board of Trustees to contract with and determine compensation benefits for Kuttler is controlled by *Florida Statutes* Sections 1000.01, *et. seq.*, relating to community college, not statutes relating to "state" employees.

#### **B. Board of Trustees' Power to Contract and Set Compensation for President Derived from and Limited by Statute**

A community college district or its governing board of trustees possesses no inherent or common-law powers of its own, but rather derives its authority from those powers which have been expressly conferred by statute or are necessarily implied from an express power or duty. *See, e.g.*, Op. Att'y Gen. Fla. 1979-46 (citing, Op. Att'y Gen Fla. 078-68, 078-67, 078-56, and 078-12; *see also*, AGO 072-319 (the boards of trustees of community colleges "[a]s administrative authorities have only that authority and those duties prescribed by statute and rules, regulations or standards which may be adopted by the State Board of Education."); *see also* *Molwin Investment Co. v. Turner*, 167 So. 33 (Fla. 1936) (express power duly conferred may include implied authority to use means necessary to make express power effective but may not warrant the exercise of a substantive power not conferred.)

*Florida Statutes* §1001.64<sup>5</sup> confers the following powers and duties on the St. Petersburg College Board of Trustees applicable to College President employment, contacts and compensation:

(1) The boards of trustees shall be responsible for cost-effective policy decisions appropriate to the community college's mission, the implementation and maintenance of high-quality education programs within law and rules of the State Board of Education, the measurement of performance, the reporting of information, and the provision of input regarding state policy, budgeting, and education standards.

(2) Each board of trustees is vested with the responsibility to govern its respective community college and with such necessary authority as is needed for the proper operation and improvement thereof in accordance with rules of the State Board of Education.

<sup>5</sup> In January 2003, the Florida Legislature repealed its educational code, sections 228.001 through 228.041 of the Florida Statutes, to consolidate the educational code in one chapter. *See Caldwell v. Bd. of Trs. Broward Cmty. College*, 858 So. 2d 1199, 1201 n.1 (Fla. 4th DCA 2003). The legislature enacted in its place the Florida K-20 Education Code, sections 1000.01 through 1013.01, to structure the new educational system. The vast majority of the substance of the educational code remained the same; most sections were merely renumbered. *See id.* The major substantive change was to transfer the powers of the former Board of Regents to the Florida Department of Education. *See Fla. Stat.* §§ 1000.01-1013.01. However, a number of changes have since been added as relates to contracts, particularly presidential contracts.

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(4)(b) **Each board of trustees is specifically authorized to adopt rules, procedures, and policies, consistent with law and rules of the State Board of Education, related to its mission and responsibilities as set forth in s. 1004.65, its governance, personnel, budget and finance, administration, programs, curriculum and instruction, buildings and grounds, travel and purchasing, technology, students, contracts and grants, or college property.**

(18) **Each board of trustees shall establish the personnel program for all employees of the community college, including the president, pursuant to the provisions of chapter 1012 and rules and guidelines of the State Board of Education, including: compensation and other conditions of employment; recruitment and selection; nonreappointment; standards for performance and conduct; evaluation; benefits and hours of work; leave policies; recognition; inventions and work products; travel; learning opportunities; exchange programs; academic freedom and responsibility; promotion; assignment; demotion; transfer; ethical obligations and conflict of interest; restrictive covenants; disciplinary actions; complaints; appeals and grievance procedures; and separation and termination from employment.**

(19) **Each board of trustees shall appoint, suspend, or remove the president of the community college.** The board of trustees may appoint a search committee. The board of trustees shall conduct annual evaluations of the president in accordance with rules of the State Board of Education and submit such evaluations to the State Board of Education for review. The evaluation must address the achievement of the performance goals established by the accountability process implemented pursuant to s. 1008.45 and the performance of the president in achieving the annual and long-term goals and objectives established in the community college's employment accountability program implemented pursuant to s. 1012.86.

(21) Each board of trustees is authorized to purchase annuities for its community college personnel who have 25 or more years of creditable service and who have reached age 55 and have applied for retirement under the Florida Retirement System pursuant to the provisions of s. 1012.87.

(25) Each board of trustees constitutes the contracting agent of the community college. It may when acting as a body make contracts, sue, and be sued in the name of the board of trustees. In any suit, a change in personnel of the board of trustees shall not abate the suit, which shall proceed as if such change had not taken place.

(47) **A board of trustees may not enter into an employment contract that requires the community college to pay a community college president an amount from state funds in excess of 1 year of the president's annual salary for termination, buyout, or any other type of contract settlement. This**

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**subsection does not prohibit the payment of leave and benefits accrued by the president in accordance with the community college's leave and benefits policies before the contract terminates.<sup>6</sup>**

*Fla. Stat.* §1001.64 (2009).

*Florida Statutes* §1012.83 authorizes the Board of Trustees to enter into contracts with administrative and instructional staff as provided by rules of the State Board of Education. *Fla. Stat.* §1012.83 (1)(2009). In May 2009, section (2) was added, which provides that:

(2) A community college board of trustees may not enter into an employment contract that requires the community college to pay an employee an amount from appropriated state funds in excess of 1 year of the employee's annual salary for termination, buyout, or any other type of contract settlement. This subsection does not prohibit the payment of leave and benefits accrued by the employee in accordance with the community college's leave and benefits policies before the contract terminates.

Other than the limitation on terminal pay in contracts, the State Board of Education Rules do not address the permissible content of presidential contracts. *See* 6A-14.026 F.A.C. (2010)--Employment of a President, stating only that "Boards of trustees shall notify the State Board of Education of the appointment, suspension, or dismissal of presidents immediately upon such action. At the time the contract is issued, the board of trustees shall inform the president of duties and responsibilities, of the procedure by which performance shall be evaluated, and of the criteria for evaluation."

Consistent with that authority, the Board of Trustees Rule 6Hx23-1.061 tracks 14.026 F.A.C. and also provides that "[a] president shall be entitled to a written contract for a term **not to exceed four (4) years,**" with the Board retaining the authority to renew the contract.

**III. Statutory Limitations on Terminal Pay for Sick and Vacation Leave**

**A. Terminal Pay for Sick Leave**

*Florida Statutes* §1012.865 confers upon the Board of Trustees the authority to adopt "rules" to provide terminal pay for accumulated sick leave to "any full-time employee" of the college. *Fla. Stats.* §1012.865 (2)(d) and (e)(2009). Terminal pay for sick leave for all full-time college employees other than instructional staff or educational support employees is governed by §1012.865 (2)(e), which provides, *inter alia*:

<sup>6</sup> Paragraph (47) was added by the Legislature in 2009, effective May 27, 2009.

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1. For unused sick leave accumulated before July 1, 2001, terminal pay shall be made pursuant to rules or policies of the board of trustees which were in effect on June 30, 2001.

2. For unused sick leave accumulated on or after July 1, 2001, terminal payment may not exceed an amount equal to one-fourth of the employee's unused sick leave or 60 days of the employee's pay, whichever amount is less.

3. **If the employee had an accumulated sick leave balance of 60 days or more on June 30, 2001, sick leave earned after that date may not be accumulated for terminal pay purposes until the accumulated leave balance as of June 30, 2001, is less than 60 days.<sup>7</sup>**

In accordance with the statute, Board of Trustees of St. Petersburg College Rule 6Hx23-2.07, provides that, for executive/managerial employees, accumulated sick leave for any employee having a balance of 60 or more hours on June 30, 2001, sick leave earned after that date may not be accumulated for terminal pay purposes until the accumulated leave balance as of June 30, 2001 is less than 60 days.

### **B. Terminal Pay for Vacation Leave**

It is against the public policy of Florida for public employees to save vacation leave for terminal pay purposed rather than to take the leave in the year given or before termination. *See, e.g., Green v. Galvin*, 114 So.2d 187 (Fla. 1st DCA 1959)(accrued vacation leave pursuant to contract of public employee is not "extra compensation," and should be taken as leave for its intended purpose of relaxation and reinvigoration on the job).

The Florida K-12 Education Code does not address terminal pay for vacation leave or vacation generally, except to authorize the Board of Trustees to promulgate personnel rules relating to benefits for college employees.

Kuttler's May 2003 Contract, effective as of renewal through employment as of December 31, 2009, provides in ¶5L that Kuttler will be entitled to accrue not more than 70 days vacation leave, but can only receive "cash reimbursement for unused time" to "the extent permitted by law."

St. Petersburg College Board of Trustees Rule 6Hx23-2.07 Section II, D provides that a retiring employee shall be entitled to an accumulated leave payment not to exceed 500 hours [or 62.5 days if using an 8 hour day]. According to the Rule, terminal vacation leave pay is calculated for Managerial employees by dividing their annual "salary" by 243. Rule 6Hx23-2.07, section I, para. 4 (2009).

<sup>7</sup> Florida Statutes section 1012.865 was in effect when the May 2003 Contract was signed.

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### **C. Calculation of Daily Rate of Pay**

We have not been asked to look at the issue of what constitutes "annual salary" for the purpose of calculating the "Daily Rate of Pay" for terminal vacation and sick leave pay. Nor have we been asked to look at what constitutes "annual salary" for purposes of determining permissible "termination, buyout, or any other contract settlement" through payment of "1 year of annual salary" from state funds as set forth in *Florida Statutes* § 1001.64(47) (2009).

### **IV. Conclusion**

Since Kuttler's retirement became effective December 31, 2009, it is our opinion that any terminal pay to Kuttler is limited by *Florida Statutes* § 1012.865 (2009). Under that statute, Kuttler's entitlement to terminal pay for accrued sick leave is limited by the Board of Trustees' policies.

#### **A. Automobile Claim**

The June 20, 2008 Amendment to the May 2003 Contract contains a separate provision amending para. 5E of the May 2003 Contract. The amendment indicates that, as of June 2008, Kuttler was "presently" receiving as "additional base salary" the \$8,000 per year *in lieu* of the College providing him a vehicle under the May 2003 Contract. The June 2008 Amendment allows Kuttler, "at his sole discretion" to elect to "forgo the above stated compensation," in which event the College would provide Kuttler with a vehicle (at a vehicle cost of up to \$30,000) to use for his college and own use up to 7,500 miles, as set forth under the terms set forth in May 2003 contract.

Under the terms of the June 2008 Amendment, such election had to occur on or before June 30, 2010, and contemplates an election in a year in which Kuttler had not received \$8,000 as a car allowance. The amendment provides that, if such an election is made, upon retirement, the College would transfer ownership of the vehicle used to Kuttler without encumbrance. It is our understanding that Kuttler elected to retire in December 2009, having received an additional \$4,000 for that year and \$8,000 for the prior years from 2003 onward and never having elected to use a College-purchased vehicle. Accordingly, the 2008 Amendment relating to the transfer of a contemplated College-owned vehicle never occurred because the College never purchased a vehicle and Kuttler elected to receive \$8,000 in additional salary each year through his retirement year. Accordingly, while there is no contractual prohibition, there is no contractual requirement to purchase a vehicle for Kuttler upon retirement.

#### **B. Vacation Pay Entitlement:**

Vacation terminal pay is limited by Board rule to 500 hours of paid leave or 62.5 days if using an 8 hour day. The assertions in the various calculations consistently show 336.23 hours of vacation leave (336.23 X \$193.53) for an amount due of \$65,070.59.

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### C. Sick Leave Analysis:

Terminal pay for sick leave to Kuttler is limited by *Florida Statutes* § 1012.865 (2009), which requires a review of the College policies as of June 30, 2001. As of June 30, 2001, College Rule 6Hx23-2.07 provided that a full-time regular employee employed 25 years or more at the College was entitled to “the daily rate of pay multiplied by 75% times the number of days of accumulated sick leave or the daily rate of pay multiplied by 90 days, whichever is less.” The Rule further provided that employees who have officially enrolled in the DROP (Deferred Retirement Option Program) shall have their terminal sick leave paid in annual installments over the term of their DROP enrollment period into an “individually owned 401-A Tax deferred account”.

There are supposedly 2104 hours of sick leave accrued as of June 30, 2001. There was an assertion made for 2912 hours of accrued sick leave. It does not appear that the 2104 hours of sick leave accrued as of June 30, 2001 could accumulate because § 1012.865(2)(e)(3), *Fla. Stat.*, provides that where an employee had an accumulated sick leave balance of 60 days (480 hours) or more as of June 30, 2001, sick leave earned after that day may not be accumulated for terminal pay purposes until the accumulated leave balance as of June 30, 2001 is less than 60 days.

The 2104 hours of sick leave stated to be accrued as of June 30, 2001, could only be allowed as terminal pay if the rules of the Board of Trustees which were in effect on June 30, 2001 allowed for it, pursuant to § 1012.865(2)(e)(1), *Fla. Stat.* A review of the Board Rule in effect on June 30, 2001 indicates a terminal pay limitation of 90 days maximum.<sup>8</sup>

It appears that payments for 2104 hours of accrued sick leave hours were made for Kuttler into a tax deferred 401A account. A review of the Summary Plan Description for such accounts generally in effect at that time indicates that, upon payment of such funds, they are “fully vested.” It further appears that this was done to allow Kuttler to maximize his after-tax benefits under section 403b or 401a of the Internal Revenue Code. While we are not tax attorneys, it appears that this plan may have provided for payment of a percentage of then-accumulated/terminal sick leave (within contribution limits) to provide savings of payroll taxes and deferral of income taxes and tax on account earnings. Upon the making of those payments into tax deferred annuities, it would not appear that the previously accrued sick leave hours involved in those payments remain as accrued sick leave hours at the time of retirement for purposes of the contract.

The prior payments raise complex issues that require further analysis, particularly as to ownership of the tax-deferred accounts, tax treatment and access.

<sup>8</sup> Mr. Lang's recommendation contained a statement that every other SPC employee had been limited to terminal sick leave pay of 60 days. This should be reviewed to determine whether there were full-time employees who had accumulated greater than 60 days of sick leave under the Board policy extending to 2001 and who were or were not limited to 60 days of terminal sick leave pay.



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However, if one were to credit Kuttler as of his retirement date in 2009 with the maximum sick leave he would have then been entitled to accumulate for terminal pay purposes by law, Kuttler would be entitled to 90 days at his then current rate of pay (720 hours X 193.53 = \$139,341.60).

Subtracting all hours covered by leave advancement payments from the total of hours of accrued sick leave as of June 30, 2001, does not leave a balance for payment.

An assertion was made that a balance of sick leave pay is due to Kuttler. This balance was calculated at \$101,122 (\$407,187 total - \$306,064 leave advances), however, that calculation was made by adding back in the 2001 and 2002 hours covered by the 2001 and 2002 leave advances (advanced at the pre-contract rate of \$85.60/hour) and calculating those 701.34 hours at the current rate of \$193.53. Because payments were made covering the 701.34 hours to the tax deferred annuity accounts prior to the contract, those hours did not remain as accrued sick leave hours for purposes of the contract and, in any case, accrual was limited at the time to 90 days.

Given the \$306,064 already paid to the 401-A account for accrued sick leave, the Board may legally consider allowing Kuttler to retain the 401A funds of up to "one year salary" as additional compensation permissible under §1001.64.

This would leave the permissible sick and vacation leave terminal pay at the current rate for an additional amount due to Kuttler. As of the date of this memorandum, it is our understanding that the undisputed vacation terminal pay owed has been paid leaving a balance owed for sick leave, if the 401A account is released as "additional compensation" permissible under § 1001.64, of \$135,088.81.

Other than sick and vacation terminal pay, the Board may only permissibly approve up to one year's annual salary as additional compensation to Kuttler under § 1001.64, *Florida Statutes*. Kuttler's contract does not contain any provision requiring additional pay in the event of his resignation. However, to the extent the College faces the threat of litigation and/or wishes to otherwise reward Kuttler for his service following his retirement, an analysis of what permissibly constitutes "annual salary" under his contract should be undertaken.

TAMPA:280717.1

F O R D & H A R R I S O N <sup>LLP</sup>

**10-043.** Mr. Burke initiated discussion on what could be learned from this experience in order to improve on some of the weaknesses, and he asked President Furlong and staff, in conjunction with legal counsel, to come back to the Board with a recommendation on procedures to be put into place to prevent it from happening again. Some suggested policies specifically

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from Mr. Burke included: (1) advance notification of the contract to the Board to allow for more thorough study, perhaps in two steps, with presentation at one Board meeting and a vote at the next; (2) prohibiting involvement of the College's attorney in the president's contract since it puts that person in an awkward position as an employee of the president and presents a conflict of interest; the College attorney is to represent the College and not its employees, who need to seek counsel at their own expense; (3) always employ an outside, independent firm similar to Ford & Harrison whose only job is the presidential contract, not the same labor firm that represents the College on other employment matters since that firm is approved by the Board at the recommendation of the president; (4) with any contract amendments, have an analysis of what the projected cost of the contract amendment is; (5) as with every other College contract that goes through a review and approval process, be sure each affected department has signed off that the contract meets their specifications; (6) as much as possible, the contract needs to be simple, maybe limiting amendments or preparing a new contract to avoid confusion; the former presidential contract was far too complicated; and (7) as much as possible, the benefits offered to the president should be the same as those offered to senior administrative staff, to the extent allowed by law, and that benefits such as housing and car allowances simply be called "compensation." He suggested new procedures be considered at a meeting in the near future due to the incoming president, and that Chairman Brett and Mr. Lang contact the four finalists to be sure it is understood, before their visit, what their salary requirements are and where the College stands in regard to that expectation.

Mr. Gibbons concurred with Mr. Burke and added the following: (1) Mr. Lang, as Board Attorney, should be given the leeway to report back to the Board on any potential conflict; and (2) as the Board enters into a new presidential contract, he would like for Ford & Harrison to look at the former president's contract and identify areas that need improvement so the same mistakes are not repeated. He encouraged using this firm as much as possible to get the best advice in moving forward. Chairman Brett stated he met with Ms. Jaensch and Mr. Lang last weekend and requested they work together on the future presidential contract, knowing Ford & Harrison can bring a specialized level of expertise to the table. Mr. Johnston suggested a process be set up through Mr. Lang to keep the Board aware of the many complicated changes in state law so the presidential contract can be updated accordingly, and Mr. Gibbons responded it would be near impossible for Mr. Lang to track such changes due to the complicated nature of the Legislature. Mr. Johnston suggested the Board be kept informed through notification by the State Board of Education. Mr. Burke reiterated a need for a process and procedures and asked that legal counsel and the SPC family develop such to bring back to the Board.

Mr. Brett responded to Mr. Burke as to discussions with candidates, stating he has spoken with search consultant Dr. Jeff Hockaday several times as to contract discussions with candidates, and Dr. Hockaday's advice was to not pursue this at this point, but to start after the finalist is selected.

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**10-044.** Mr. Johnston provided a brief summary on the February 12, 2010 Board of Trustees Meeting to receive the recommendation of the Presidential Search Committee. He noted the four candidate names submitted to the Board as finalists were Dr. Paula Gastenveld, Dr. William Law, Dr. Thomas Keegan and Dr. Kaye Walter, all of whom were accepted as presented. Ms. Amelia Carey, search liaison, reviewed highlights of the proposed schedule for visiting candidates and noted visits begin the week of March 1 with Dr. Gastenveld (whose schedule was distributed prior to the meeting). Mr. Gibbons confirmed that Chairman Brett's advice from Dr. Hockaday was that the trustees not attend other activities with the candidates other than the Board interviews. Mr. Johnston stated he would contact Dr. Hockaday to determine if he could be a silent observer to witness how the candidates participate with students and faculty on the campuses. Ms. Carey explained the process for submission of campus questions prior to the candidate visits and the process for providing feedback to the Board after the candidate visits. Mr. Burke asked that any submitted feedback to the Board list classification (student, faculty, staff, etc.). Chairman Brett explained that Dr. Hockaday suggested 10 questions, which were distributed by Ms. Carey, and recommended each trustee ask the same two questions of each candidate. Trustees were told they should use these questions as a guide, but can add a few of their own to ask after the suggested questions. The Chairman asked the Board to review these 10 questions and respond to Ms. Carey by Thursday as to which two they would like to ask or substitute for their own, and he and Ms. Carey would sort them out before the first interview on March 3. Mr. Burke clarified that any candidate-specific questions could be asked after the initial questions have been answered. Ms. Carey stated the College is prepared to offer VIP hospitality to these guests.

At the advice of Dr. Hockaday, who is not planning to attend the candidate interviews, Chairman Brett suggested setting a Board meeting soon after the last candidate interview of Wednesday, April 7, to decide on the presidential finalist. Ms. Kim Corry, Board Clerk, was asked to contact trustees to secure the earliest possible date that worked for all trustees. President Furlong asked that enough time be allotted after the last interview for the Board to study the results of the fourth candidate. As to the finalist voting method, the Chairman said Dr. Hockaday's suggestion was to first conduct a ballot vote to pick the top two candidates, followed by discussion and then a vote on the finalist. Trustees were asked to come to the meeting prepared with two names, without discussion, and the finalist would be selected by acclamation, or by majority if necessary. Mr. Burke confirmed that the only rule is to come to the meeting with two names on a piece of paper, and after that, a decision on how to proceed would be made based on how the vote goes.

Ms. Carey agreed to send trustees the visitation schedule for the other three candidates.

**10-045.** Chairman Brett requested a report of any new business from the General Counsel. Ms. Gardner, sitting in for Mr. Syd McKenzie, stated there was no report.

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**10-046.** Under Capital Outlay, Maintenance, Renovation, and Construction Item IX-D.1, Clearwater Campus Master Plan, Ms. Susan Reiter, Vice President of Facilities Planning & Institutional Services, joined by Mr. Michael Carter, Director of Design and Construction, and Dr. Stan Vittetoe, Clearwater Campus Provost, provided an overview of the project. The team shared a presentation on developing a flexible Master Plan for the Campus, including (1) Campus Identity; (2) Building Sequencing and Locations, including a new Ethics & Social Science (ES) building; and (3) Long-Range Vision. (A copy of the presentation is included as **Attachment A – 10-046**). Mr. Carter noted there are many options of accomplishing this vision for the Campus based on need and funding sources when the project is ready to move forward; however, the main objectives all agreed upon are to eliminate the portables, re-establish the quad, establish the front-door identity, and focus on the front elevation in order to get this effort moving in the right direction as soon as possible.

Mr. Johnston commented on the new front-door identity at USF St. Petersburg and the setting it created for the entire campus. The Board sought to have something similar at Clearwater. Mr. Burke inquired as to the plan for the old library. Ms. Reiter responded that its future use will be based on the need at the time and whatever is economically feasible, including possible demolition for additional parking. In addition, Mr. Burke was provided with information about the square footage of the proposed Administration building if it was multiple stories.

In conjunction with the Clearwater Campus Master Plan discussion, Mr. Burke sought a status report on the acquisition of the adjacent church property, which Mr. Carter said would fit well into the Master Plan. Ms. Reiter reported that she and Dr. Vittetoe met with the church staff several times, yet they would not share the results of their appraisal and a price could not be agreed upon; therefore, it is now on the market with a hired real estate broker. Ms. Reiter agreed to provide Mr. Burke with the amount of the College's appraisal and the asking price. The Board suggested possibly adding a facilities-related question to the list of presidential candidate questions.

Mr. Reiter sought approval of Item IX-D.1 so the Bond Resolution (Item IX-D.2), if approved, could put the new ES building into play, and the Master Plan could provide a road map for moving forward at Clearwater.

Mr. Burke moved approval of Item IX-D.1. Mr. Johnston seconded the motion. Mr. Burke commended all involved in this effort, noting he believes it hurts enrollment for the entire College when buildings on one campus are not up to par with the quality of those on other campuses. Dr. Vittetoe commented on the importance of getting started on this project as the buildings continue to age. Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Brett voted aye; Mr. Burke voted aye; and Mrs. Bilirakis voted aye. Motion carried.

Information regarding this item is as follows:

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Board Material Relating to  
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**Clearwater Campus Master Plan**

The architects for the Clearwater Campus, Harvard Jolly Architects, in conjunction with the College staff, have completed the Master Plan for the Clearwater Campus.

Developing the Master Plan for the Clearwater Campus outlines a plan for the continued replacing or updating of the older buildings at the Clearwater Campus. Many of the buildings are over 45 years old and are scheduled for demolition. We have already demolished two older buildings – Social Science and Fine Arts. In addition, a major remodeling and addition have been added to the Crossroads Building. A new Science and Math Building was completed last year. This Master Plan continues along this path. This plan was generated over the past 18 months with a great deal of input from Stan Vittetoe, Provost, and his faculty and staff.

Although this is the current vision for the Campus, master plans are developed to be flexible and can be modified as the Campus experiences growth and program changes in the future as well as the funding availability from the State and other possible entities.

This Master Plan presentation represents a possible final vision for the Clearwater Campus, but allows flexibility. Building locations and potential sizes are outlined, but the specific use of each building will have to be determined as the needs of the Clearwater Campus are recognized in the future. Additionally, the needs and funding sources at the time of construction will determine which buildings are replaced first and which ones are done at a “later date.” This presentation provides the same end goal, but multiple roadmaps to attain this goal and a built-out Campus plan, but provides options to attain this goal based upon the developing and future needs of the Campus.

**Approval is sought for this Clearwater Campus Master Plan with authority to proceed with the Educational Specifications, design process and preparation of the construction documents for implementation of the next phase of the Clearwater Campus. Changes and**

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updates will be brought back to the Board for approval as the plan develops and changes over the years.

Thomas E. Furlong, Jr., President; Stan Vittetoe, Provost, Clearwater Campus; and Susan Reiter, Vice President, Facilities Planning and Institutional Services, recommend approval.

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**10-047.** The president presented Item IX-D.2 under Capital Outlay, Maintenance, Renovation, and Construction – Bond Resolution for Student Capital Improvement Fees (SCIF). He reiterated this item was on the Board’s January agenda for discussion, and its approval serves as an opportunity to move forward. Ms. Reiter added that this allows the opportunity to have sufficient funds to do the Clearwater Campus ES building as well as funds to start on the 2<sup>nd</sup> floor buildout of shelled space at the Seminole Campus Library. She noted that the College bonded for \$20 million about 3 years ago, which was used for Clearwater Campus remodeling and new construction, and this worked extremely well. She clarified these funds are part of the state bonding program and are paid back out of Collegewide Student Capital Improvement Fees collected per student based on credit hours.

Mr. Burke moved approval of Item IX-D.2. Mr. Gibbons seconded the motion. Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Brett voted aye; Mr. Burke voted aye; and Mrs. Bilirakis voted aye. Motion carried. (*Mrs. Bilirakis was released from phone participation following this item.*)

Information regarding this item is as follows:

Board Material Relating to  
Agenda Item IX-D.2  
Meeting: February 23, 2010

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**Bond Resolution for Student Capital Improvement Fees (SCIF)**

The State of Florida, Department of Education has provided an opportunity to participate in the issuance of Community College Capital Improvement Revenue Bonds to be issued Summer of 2010, in an amount not to exceed \$9,400,000. The issuance will be made and administered by the Division of Bond Finance of the State Board of Administration of Florida. Bond Finance is requiring a reserve amount of 10% (approximately 8% reserve, 2% administrative costs). Therefore, the amount of bond funding that is available for Construction Projects is

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\$8,460,000. This is the second bond sale that St. Petersburg College has participated in using the Student Capital Improvement Fees.

The recommendation is that we use the proceeds from the bonds for the following projects in priority order:

- 1) Construct new classroom building to replace the demolished Social Science Building at the Clearwater Campus (approximately \$7,380,000)
- 2) Remodel/Renovate 2<sup>nd</sup> Floor Library, Seminole Campus (partial); (approximately \$1,080,000)

The total value of these two projects exceeds the \$8,460,000 bond proceeds. The new classroom building will have a total estimated project cost of \$11,600,000. Approximately \$7,380,000 of the bond proceeds will be used for this project. The remaining funding will come from proceeds received for the sale of the Clearwater Gymnasium of approximately \$1.9 million and from PECO funds. The Remodel/Renovation of the 2<sup>nd</sup> Floor Library at Seminole will have a total estimated project cost of \$1,080,000, which will be funded from the bond proceeds with PECO and other funding sources available for the remainder of the project if needed.

As required in Section 1, paragraph (a) of the attached resolution, these two projects are included in the current five-year Educational Plant Survey, dated June 19, 2007 and in effect until June 30, 2012. In our current five-year Educational Plant Survey, the Clearwater Social Science Building was submitted as a Remodel/Renovation. To accurately reflect the change from a Remodel/Renovation to New Construction, we are submitting an Amendment (Spot Survey #2, Agenda Item IX-D.4) to change the Educational Plant Survey to add "Construct Social Science Building at Clearwater Campus."

Also as required in Section 1, paragraph (b) of the resolution, these projects are to be included in the Capital Improvement Program (CIP). Our current CIP, which was approved by the Board on August 18, 2009, for 2010-2011 to 2014-2015, also reflected the Remodel/Renovation of Social Science Building at the Clearwater Campus. Therefore, we are submitting a revised CIP-2 Summary Form and CIP-3 Project Explanation Form (Agenda Item IX-D.3) to reflect the change from Remodel/Renovation to New Construction and new SCIF Bond Funding Sources.

**Authorization is requested to participate in the issuance of State of Florida, Department of Education, Community College Capital Improvement Revenue Bonds to be issued Summer of 2010, in an amount not to exceed \$9,400,000 and to submit the attached Student Capital Improvement Fee Bond Resolution and utilize the bond proceeds as outlined above.**

Thomas E. Furlong, Jr., President; and Susan Reiter, Vice President, Facilities Planning and Institutional Services recommend approval.

Attachment  
bs0216105

**A RESOLUTION OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE, FLORIDA, REQUESTING THE ISSUANCE BY THE DIVISION OF BOND FINANCE OF THE STATE BOARD OF ADMINISTRATION OF FLORIDA OF NOT EXCEEDING \$9,400,000 STATE OF FLORIDA, DEPARTMENT OF EDUCATION, COMMUNITY COLLEGE CAPITAL IMPROVEMENT REVENUE BONDS FOR AND ON BEHALF OF SUCH BOARD FOR THE PURPOSE HEREINAFTER STATED.**

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**WHEREAS**, pursuant to Article VII, Section 11, Subsection (d) of the Florida Constitution, Sections 1009.22(6) and 1009.23(11), Florida Statutes, and other applicable provisions of law (collectively, the "Act"), the Division of Bond Finance of the State Board of Administration of Florida (the "Division of Bond Finance") is authorized to issue bonds payable solely from the fees authorized in Sections 1009.22(6) and 1009.23(11) (the "Capital Improvements Fees") for the purpose of financing and refinancing community college educational facilities in the manner provided therein upon the application of the Board of Trustees of one or more community colleges in the State of Florida (each such community college a "Participating Community College"); and

**WHEREAS**, the Board of Trustees of St. Petersburg College, Florida (the "Board") deems it necessary that not exceeding \$9,400,000 of such bonds be issued by the Division of Bond Finance in order to finance educational facilities for St. Petersburg College (the "Community College") as hereinafter set forth; and

**WHEREAS**, the Community College receives Capital Improvement Fees (the "Community College Capital Improvement Fees"); and



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**WHEREAS**, the Board certifies that none of the Community College Capital Improvement Fees have been pledged as security for any debt of the Community College, other than bonds previously issued on behalf of the Community College by the Division of Bond Finance, if any; now, therefore,

**BE IT RESOLVED BY THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE:**

**SECTION 1.** It is hereby found, declared and determined by the Board as follows, that:

(a) A survey has heretofore been made and is now in effect, pursuant to Chapter 1013, Florida Statutes, and regulations prescribed by the State Board of Education, of the educational facility needs of the Community College (the "Survey"). The educational facilities set forth in Subsection (c) hereof meet the requirements of and are included in the Survey.

(b) The construction, equipping, renovating and/or remodeling of the educational facilities set forth in Subsection (c) hereof are included in the Community College's most recent five-year plan for facility needs (the "Capital Improvement Plan") as provided in Section 216.0158, Florida Statutes.

(c) It is essential and necessary, in order to maintain the Community College, for the Division of Bond Finance to issue

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State of Florida, Department of Education, Community College Capital Improvement Revenue Bonds (the "Bonds"), a portion of which in an amount not exceeding \$9,400,000 is hereby requested to be issued for and on behalf of the Board in order to finance the cost of constructing, equipping, renovating and/or remodeling the following educational facility(ies):

- 3) Construct Social Science Building, Clearwater Campus and
- 4) Remodel/Renovate 2<sup>nd</sup> Floor Library, Seminole Campus (partial)

(d) It is anticipated that all of the proceeds of the Bonds issued on behalf of the Board by the Division of Bond Finance pursuant to Section 2 hereof will be spent within three years from the issuance date of such bonds, to pay the costs of the capital improvement projects described above or such other projects of the Community College as herein authorized.

**SECTION 2.** The Board, in conjunction with the other Participating Community Colleges, if any, does hereby request the Division of Bond Finance to issue the Bonds, in part, for and on behalf of the Board pursuant to the Act, for the purpose of financing the cost of the capital improvement projects described in Subsection 1(c) hereof. The Bonds may have such date or dates of issue and date or dates of maturity, may have such provisions for redemption prior to maturity, with or without premium, such

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place or places of payment, and such other details as the Division of Bond Finance shall in its discretion determine and the portion of the proceeds thereof attributable to the Community College shall be applied to the financing of the educational facilities described in Subsection 1(c) hereof, all in the manner provided by the State Bond Act, being Sections 215.57 - 215.83, Florida Statutes.

Authority is further granted for the issuance of Bonds for the purpose of refunding all or a portion of any Bonds secured by the Community College Capital Improvement Fees, if it is deemed by the Division of Bond Finance to be in the best financial interest of the State. The limitation on the amount authorized for the Bonds in Section 1 above shall not apply to such refunding bonds. Other terms of this resolution shall apply to any such refunding bonds as appropriate.

The Board does hereby irrevocably pledge the Community College Capital Improvement Fees, or any portion thereof as required by subsequent resolution of the Division of Bond Finance, to the payment of the Bonds for as long as any of the Bonds remain outstanding, and does hereby authorize the collection and payment of the Community College Capital

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Improvement Fees as specified by subsequent resolution of the Division of Bond Finance.

**SECTION 3.** The Board will comply with all federal tax law requirements upon advice of bond counsel or the Division of Bond Finance as evidenced by a "Certificate as to Tax, Arbitrage and Other Matters" or similar certificate to be executed prior to the issuance of the Bonds.

**SECTION 4.** The Board will comply with all other requirements of the Division of Bond Finance with respect to compliance with federal arbitrage law, pursuant to Section 215.64(11), Florida Statutes.

**SECTION 5.** The Board will comply with all requirements of federal securities law, state law, or the Division of Bond Finance, relating to continuing secondary market disclosure of information regarding the Bonds and the Community College. Such requirements currently provide for the disclosure of information relating to the Bonds and the Community College on an annual basis and upon the occurrence of certain material events.

**SECTION 6.** As provided in Section 215.65, Florida Statutes, the fees charged by the Division of Bond Finance and all expenses incurred by the Division of Bond Finance in connection with the issuance of the Bonds (except for periodic arbitrage compliance

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fees, if any, which shall be paid from other legally available funds) shall be paid and reimbursed to the Division of Bond Finance from the proceeds of the sale of such Bonds. If for any reason (other than a reason based on factors completely within the control of the Division of Bond Finance) the Bonds herein requested to be authorized are not sold and issued, the Board agrees and consents that such fees, charges and expenses incurred by the Division of Bond Finance shall, at the request of the Division of Bond Finance, be reimbursed to the Division of Bond Finance by the Board from any legally available funds of the Community College.

**SECTION 7.** If determined by the Division of Bond Finance to be in the best interest of the State, the Board may cause to be purchased a debt service reserve credit facility and/or municipal bond insurance policy, issued by a nationally recognized bond insurer.

**SECTION 8.** The Chair of the Board, the President of the Community College, the **Vice President Administrative and Business Services** of the Community College (or his/her successor by whatever title) and other authorized representatives of the Board and the Community College are hereby authorized to take all actions and steps, to execute all instruments, documents, and

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

contracts, and to take all other action as they may deem necessary or desirable, in connection with the execution and delivery of the Bonds and to obtain a debt service reserve credit facility and a municipal bond insurance policy. Any action taken pursuant to this section shall be valid if such action is taken by at least one person authorized to take such action.

**SECTION 9.** The Board does hereby agree and consent that it will fully comply with and abide by all rules, regulations and orders of the State Board of Education now in existence or hereafter at any time made relative to the financing of the educational facilities, the application of the proceeds of the Bonds, and the construction, equipping, renovation and remodeling of the educational facilities, and all other matters relating thereto.

The Board further agrees and consents that it will fully comply with and abide by all resolutions of the Division of Bond Finance adopted with respect to the Bonds.

**SECTION 10.** In the event any balance of the proceeds of the Bonds attributable to the Community College shall remain after the completion of the educational facilities described in Subsection 1(c) hereof, and after the payment or reservation of sufficient funds for the payment of all costs thereof, then such

**MINUTES OF THE SPECIAL MEETING OF FEBRUARY 23, 2010**

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

unexpended balance of such proceeds shall, in the discretion of the Division of Bond Finance, be deposited in the Sinking Fund for the payment of principal of and interest on the Bonds, or for the cost of other educational facilities of the Community College described in the Capital Improvement Plan and for no other purpose.

**SECTION 11.** In the event the interest rates prevailing in the market place at the time the Bonds are authorized for sale by the Division of Bond Finance would not permit compliance with the parity test and the coverage requirements set forth in the applicable bond resolution, the Board hereby requests and authorizes the Division of Bond Finance to issue a lesser principal amount of Bonds on behalf of the Board, which would comply with such test and requirements at the prevailing interest rates anticipated by the Division of Bond Finance at the time the Bonds are authorized for sale by the Division of Bond Finance, notwithstanding the authority to issue bonds in the principal amount set forth hereinabove.

**SECTION 12.** The Secretary of the Board is hereby directed to forthwith file a certified copy of this resolution with the Division of Bond Finance and the proper officials of the Board are hereby authorized and directed to furnish any and all data,

**MINUTES OF THE SPECIAL MEETING OF FEBRUARY 23, 2010**

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

information, records or other documents or papers as shall be required or requested by the Division of Bond Finance in connection with this resolution and the financing of the educational facilities described in this resolution.

**SECTION 13.** This resolution shall become effective immediately upon its adoption.

STATE OF FLORIDA  
COUNTY OF PINELLAS

I, the undersigned Secretary of the Board of Trustees of St. Petersburg College, Florida, do hereby certify that the foregoing constitutes a true and correct copy of a resolution duly adopted and entered in the minutes of the Board at a meeting held on the 23rd day of February, 2010.

IN WITNESS WHEREOF, I have hereunto set my signature and official seal this 23rd day of February, 2010 A. D.

Signed:

Secretary of the Board of Trustees of  
St. Petersburg College, Florida

(S E A L)

**10-048.** The president presented Items IX-D.3-D.4 under Capital Outlay, Maintenance, Renovation, and Construction. Ms. Reiter explained Item IX-D.3 as a necessary modification to the Capital Improvement Program (CIP) in order to do the two projects noted above, and Item IX-D.4 as a means of clean up through the Spot Survey Amendment. Mr. Johnston moved approval. Mr. Burke seconded the motion. Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Brett voted aye; and Mr. Burke voted aye. Motion carried.

Information regarding these items is as follows:

Board Material Relating to



**MINUTES OF THE SPECIAL MEETING OF FEBRUARY 23, 2010**

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

Agenda Item IX-D.3  
Meeting: February 23, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Revised CIP-2 Summary Form and CIP-3 Project Explanation Forms from the  
Capital Improvement Program for FY2010-2011 through 2014-2015**

In order to proceed with the projects to be funded by the Student Capital Improvement Fee Bond we are required by the state to update the CIP-2 Summary Form and CIP-3 Explanation Form from the previously submitted Capital Improvement Program.

These forms have been updated to reflect the following projects:

- 1) Construct new classroom building to replace the demolished Social Science Building at the Clearwater Campus;
- 2) Remodel/Renovate 2<sup>nd</sup> Floor Library, Seminole Campus (partial).

**Approval is sought for the revised CIP-2 Summary Form and CIP-3 Project Explanation Forms from the Capital Improvement Program for FY2010-2011 through 2014-2015 and to submit it to the Division of Community Colleges.**

Thomas E. Furlong, Jr., President; and Susan Reiter, Vice President, Facilities Planning and Institutional Services, recommend approval.

Attachments

bs0215104

# MINUTES OF THE SPECIAL MEETING OF FEBRUARY 23, 2010

## BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

**FINAL**  
**DIVISION OF COMMUNITY COLLEGES**  
**CIP - 2 SUMMARY**  
**Capital Improvement Plan and Legislative Budget Request**  
**2010-2011 TO 2014-2015**  
*Approved by District Board of Trustees on July 21, 2009*  
*Revised 2/1/10*

**COLLEGE: ST. PETERSBURG COLLEGE**

**RENOVATION PROJECTS:**

#	PROJECT DESCRIPTION	2010-11	2011-12	2012-13	2013-14	2014-15	FOR CIP 5YR TERM
1	General Ren/Rem. Roofs, HVAC, ADA, JBSES, Site Improvements - Collegewide	\$6,726,531	\$2,000,000	\$1,000,000			\$9,726,531
2	Major Ren/Rem. Emer. Replacement of Chiller Water Loop, Infrastructure-CL (partial)	2,771,111					2,771,111
3	Ren/Rem New Roof/WAC/Structural/Site - Annex 2 - EP	2,000,000					2,000,000
4	Ren/Rem Classrooms and Related Space - Annex 3 - EP	2,500,000					2,500,000
5	Ren/Rem Facility 51 - Technology Learning Center - SE	480,000					480,000
6	Ren/Rem Student Activity, Administration, Maint., Site Imp. - CL	6,957,294	1,957,294		5,720,140	5,720,140	7,914,989
7	Ren/Rem/Asst Library Building, Site Imp. - CL		1,271,142				1,271,142
8	Ren/Rem Administration - 1st & 2nd Floor, Site Imp. - SP/G	2,146,468					2,146,468
9	Ren/Rem Gym, PE Bldgs. - Site Imp-SP/G			4,530,331	4,530,331		9,060,662
<b>TOTAL RENOVATION PROJECTS</b>		<b>\$22,581,404</b>	<b>\$5,228,436</b>	<b>\$11,250,471</b>	<b>\$10,250,471</b>	<b>\$0</b>	<b>\$49,310,782</b>

**REMODELING PROJECTS:**

#	PROJECT DESCRIPTION	2010-11	2011-12	2012-13	2013-14	2014-15	FOR CIP 5YR TERM
1	Ren/Rem Classrm/Lab/Asst. Sup./Site Dev. Phase II (w/ addition) - Downtown (partial)	\$3,879,352					\$3,879,352
2	Ren/Rem Business Technology - Clearwater (partial)	3,622,376	966,114				4,588,490
3	Ren/Rem 2nd Floor Library - SE (partial)	3,878,100					3,878,100
<b>TOTAL REMODELING PROJECTS</b>		<b>\$11,279,862</b>	<b>\$996,114</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,275,976</b>

**NEW CONSTRUCTION PROJECTS:**

#	PROJECT DESCRIPTION	2010-11	2011-12	2012-13	2013-14	2014-15	FOR CIP 5YR TERM
1	Construct Social Science Building - Clearwater Campus	\$11,660,000					\$11,660,000
2	Adjacent Land and Facilities Acquisition - Collegewide (partial) spc	6,197,279					6,197,279
3	Construct Student and Support Services - CL	7,756,943	1,305,192				9,062,135
4	Construct Marine Science Lab/Classrooms and Site Improvements, Utilities - Bay Pines		2,146,010				2,146,010
5	Construct Additional Parking 80 Spaces (once Vet Tech is Demolished) - HEC	350,000					350,000
<b>TOTAL NEW CONSTRUCTION PROJECTS</b>		<b>\$25,964,222</b>	<b>\$3,449,202</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$29,413,424</b>

**GRAND TOTAL OF ALL PROJECTS**

<b>\$59,845,488</b>	<b>\$9,673,752</b>	<b>\$11,250,471</b>	<b>\$10,250,471</b>	<b>\$0</b>	<b>\$91,020,182</b>
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3/10/2010

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**FLORIDA COLLEGE SYSTEM**  
**CIP-3 PROJECT EXPLANATION**  
**2010 - 11 Through 2014 - 15**

College Name	St. Petersburg College		
Project Title	Construct Social Science Building-Clearwater Campus		
Budget Entity Priority	1		
Statutory Authority	Sec. 1013.64(d)(a)		
Type of Project (*)	Construct	Remodel	Acquisition
GEOGRAPHIC LOCATION	2465 Drew Street, Clearwater, Florida		COUNTY: Pinellas
	Site street address, City		

**PROJECT NARRATIVE: (PURPOSE, NEED, SCOPE, PROGRAMS, FACILITIES AND EDUCATIONAL PLANT SURVEY RECOMMENDATIONS)**

The old Social Science Building (#35) was a two-story building of approximately 42,000 square feet that was built in 1963 (47 years old) and had many systems and components that did not meet the current Florida Building Code and Life Safety Codes. This building was approved for termination by St. Petersburg College Board on November 18, 2008, and by the State based on the Castaldi Report prepared by Harard Jolly Architecture dated October 29, 2008. St. Petersburg College is in receipt of a letter dated February 26, 2009, from Jonathan D. Hamrick of the Department of Education approving demolition of this facility.

This project is to build a new Social Science Building at the Clearwater Campus. This project will provide for 1,000 Student Stations at 25 SF per Student Station for a total of 25,000 SF of Classroom Space (25 Classrooms at 1,000 SF per Classroom), 1,875 SF of Storage (25 Classrooms at 75 SF Storage per classroom) and 1,600 SF of Office Space.

This project will also renovate and upgrade pertinent portions of campuswide utilities and facilities systems and add site improvements. The following recommendations related to this project were approved by the College's Board of Trustees in our Educational Plant Survey dated June 17, 2007; amended by Spot Survey with Board approval on February 23, 2010; 2.01-2.21, and Standard Recommendations SR01-SR06

Projected Bid Date/Start of Construction (Month, Year):  
 Projected Occupancy Date (Month, Year):

Funding Educational Specifications Section (must be completed for all first-year priority construction)				
Date of Survey	Recomm Number	Recomm Total NSF	NSF Used	Student Stations Used
June 17, 2007				
Classroom facilities & service areas	2.16-2.21	26,875	26,875	1000
Teaching lab facilities & service areas				0
Vocational Lab (OL)				0
Office facilities & service areas (OF)		1,600		16

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

**CIP-3 CALCULATION WORKSHEET**

St. Petersburg College

Construct Social Science Building-Clearwater Campus

<b>NEW CONSTRUCTION</b>					
CATEGORY	NSF	GSF	\$/GSF	LOCAL FACTOR	Const. Cost
Classroom		38,431.00	214.30	1.00	\$8,235,862
Teaching Lab		0	194.40		\$0
Physical Ed.		0	200.25		\$0
Vocational Lab		0	194.40		\$0
Library		0	182.49		\$0
Audio-Visual		0	166.74		\$0
Audit-Exhibit		0	223.60		\$0
Student Services		0	204.17		\$0
Support Services		0	186.22		\$0
Offices		2,288	214.30	1.00	\$490,324
<b>TOTAL</b>	<b>0</b>	<b>40,719</b>			
<b>New Construction Cost</b>					<b>\$8,726,186</b>
<b>REMODELING/RENOVATION</b>					
	NSF	GSF	\$/GSF		Const. Cost
					\$0
Remodeling/Renovation Cost					\$0
Base Construction - New & Rem/Rem					\$8,726,186
Site development/improvement** (2.6%)					\$0
<b>Total Base Construction Costs</b>					<b>\$8,726,186</b>

\*\*Note: If 2.6% is used for basic site dev/imp, do not request additional extraordinary construction costs for sitework below.

SCHEDULE OF PROJECT COMPONENTS	ESTIMATED EXPENDITURES				
	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
<b>1. CONSTRUCTION COSTS</b>					
a. Base Construction Cost (from above)					
Add'l Extraordinary Construction Costs					
b. Environmental Impacts/Mitigation					
c. Site preparation					
d. Landscape/Irrigation					
e. Plaza/Walks					
f. Roadway improvements					
g. Parking spaces:					
h. Telecommunication					
i. Electrical service					
j. Water distribution					
k. Sanitary sewer system					
l. Chilled water system					
m. Storm water system					
n. Energy efficient equipment					
o. Other:					
<b>Subtotal: CONSTRUCTION COSTS</b>	<b>\$8,726,186</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

<b>2. OTHER PROJECT COSTS</b>					
a. Land/existing facility acquisition*					
b. Professional Fees					
1) Planning/programming (1%)	\$87,262				
2) A/E fees (7.8%)	\$680,643				
3) Inspection Services*					
4) On-site representation (1.5%)	\$130,893				
5) Other prof. services* (sugg. 0.5%)	\$43,631				
c. Testing/surveys (1.2%)	\$104,714				
d. Permit/Environmental Fees*					
e. Miscellaneous cost* (3.9%)	\$335,958				
f. Movable equipment/furnishings (18.0%)	\$1,570,713				
<b>Subtotal: OTHER PROJECT COSTS</b>	<b>\$2,953,814</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL: COSTS BY YEAR (1+2)</b>	<b>\$11,680,000</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

\*As needed

Year	Amount	Projected Costs beyond CIP
Appropriations to Date:		
2008-09	\$746,114	Sale of gym/fieldhouse: \$ 1,906,683
2009-10	\$522,371	Subtotal other funds: \$ 1,906,683
Funds already expended	<u>(\$368,485)</u>	
	\$900,000	

TOTAL PROJECT COSTS



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

**FLORIDA COLLEGE SYSTEM  
CIP-3 PROJECT EXPLANATION  
2010 - 11 Through 2014 - 15**

<b>College Name</b>	St. Petersburg College		
<b>Project Title</b>	Rem/Ren 2nd Floor Library - SE (partial)		
<b>Budget Entity Priority</b>	3		
<b>Statutory Authority</b>	Sec. 1013.64(4)(a)		
<b>Type of Project (*)</b>	Construct	Remodel X	Acquisition

<b>GEOGRAPHIC LOCATION</b>	9200 113th Street North, Seminole, Florida Site street address, City	<b>COUNTY:</b> Pinellas
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**PROJECT NARRATIVE: (PURPOSE, NEED, SCOPE, PROGRAMS, FACILITIES AND EDUCATIONAL PLANT SURVEY RECOMMENDATIONS)**

The current project consists of building out the 6302 GSF "shelled space" which is a portion of the original project. The original documentation reflected this shelled space as 6302 net square feet. The correct NSF is 4407.

This project will remodel/renovate, and buildout the 2nd floor shell of Facility 54, Library, or 14,088 gross square feet of existing classrooms, library/study, audiovisual, student services and service areas, and also office and support service space for the Seminole Campus. Recommendations related to this project have been approved by the College's Board of Trustees in our Educational Plant Survey dated June 17, 2007: 4.01-4.09, 4.12-4.14, and Standard Recommendations SR01-SR06.

The existing facilities do not meet the existing need for general instructional space because the space is already shared with 14 University partners.

Projected Bid Date/Start of Construction (Month, Year):  
Projected Occupancy Date (Month, Year):

<b>Funding Educational Specifications Section (must be completed for all first-year priority construction)</b>				
Date of Survey	Recomm Number	Recomm Total NSF	NSF Used	Student Stations Used
June 17, 2007	4.12	4,407	4,407	0

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## BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

### CIP-3 CALCULATION WORKSHEET

St. Petersburg College

Rem/Ren 2nd Floor Library - SE (partial)

NEW CONSTRUCTION	NSF	GSF	\$/GSF	LOCAL FACTOR	Const. Cost
CATEGORY					
Classroom		0	205.68		\$0
Teaching Lab		0	194.40		\$0
Physical Ed.		0	200.25		\$0
Vocational Lab		0	194.40		\$0
Library		0	182.49		\$0
Audio-Visual		0	166.74		\$0
Audit -Exhibit		0	223.60		\$0
Student Services		0	204.17		\$0
Support Services		0	186.22		\$0
* Buildout of "shelled space"		6,302	128.03		\$806,873
Offices		0	205.97		\$0
<b>TOTAL</b>	<b>0</b>	<b>6,302</b>			
<b>New Construction Cost</b>					<b>\$806,873</b>
REMODELING/RENOVATION	NSF	GSF	\$/GSF		Const. Cost
					<b>\$806,873</b>
Remodeling/Renovation Cost					\$806,873
					Base Construction - New & Rem/Rem \$806,873
					Site development/improvement** (2.6%) \$0
<b>Total Base Construction Costs</b>					<b>\$806,873</b>

\*\*Note: If 2.6% is used for basic site dev/imp, do not request additional extraordinary construction costs for sitework below.

SCHEDULE OF PROJECT COMPONENTS	ESTIMATED EXPENDITURES				
	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
<b>1. CONSTRUCTION COSTS</b>					
a. Base Construction Cost (from above)	\$806,873				
Add'l Extraordinary Construction Costs					
b. Environmental Impacts/Mitigation					
c. Site preparation					
d. Landscape/Irrigation					
e. Plaza/Walks					
f. Roadway improvements					
g. Parking spaces:					
h. Telecommunication					
i. Electrical service					
j. Water distribution					
k. Sanitary sewer system					
l. Chilled water system					
m. Storm water system					
n. Energy efficient equipment					
o. Other:					
<b>Subtotal: CONSTRUCTION COSTS</b>	<b>\$806,873</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>2. OTHER PROJECT COSTS</b>					
a. Land/existing facility acquisition*					
b. Professional Fees					
1) Planning/programming (1%)	\$8,069				
2) A/E fees (7.8%)	\$62,936				
3) Inspection Services*					
4) On-site representation (1.5%)	\$12,103				
5) Other prof. services* (sugg. 0.5%)	\$4,034				
c. Testing/surveys (2.2%)	\$9,682				
d. Permi/Environmental Fees*					
e. Miscellaneous cost* (sugg. 1-3%)	\$31,065				
f. Movable equipment/furnishings (18.0%)	\$145,238				
<b>Subtotal: OTHER PROJECT COSTS</b>	<b>\$273,127</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL COSTS BY YEAR (1+2)</b>	<b>\$1,080,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

\*As needed

Appropriations to Date:	Year	Amount	Projected Costs beyond CIP
	-	-	-
<b>TOTAL:</b>	-	-	-
<b>TOTAL PROJECT COSTS</b>			<b>\$1,080,000</b>

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

Board Material Relating to  
Agenda Item IX-D.4  
Meeting: February 23, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Amendment (Spot Survey) #2 to the Educational Plant Survey  
(Social Science Building, Clearwater Campus) Dated June 19, 2007**

The Master Plan and revised CIP-2 and CIP-3 (Agenda Item IX-D.3) for the Clearwater Campus includes a new building to replace the recently demolished Social Science Building #35. In order to construct this building, the College is required to amend the Educational Plant Survey dated June 19, 2007. This amendment adds the following items to the Educational Plant Survey:

- To construct a new building at the Clearwater Campus to replace the recently demolished Social Science Building #35.

The process to modify the Educational Plant Survey requires the Board of Trustees to utilize the Spot Survey process. The attached Spot Survey is an official request for the State to accept the modifications to the Educational Plant Survey. Once this is approved by the Board of Trustees, the Department of Education is responsible for filing and updating the Spot Survey and Educational Plant Survey as part of the official State record and future reference.

**Approval is sought for Amendment (Spot Survey) #2 to the Educational Plant Survey dated June 19, 2007.**

Thomas E. Furlong, Jr., President; and Susan M. Reiter, Vice President, Facilities Planning and Institutional Services, recommend approval.

Attachment

mdc0210103

**AMENDMENT #2  
EDUCATIONAL PLANT SURVEY dated June 19, 2007**

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

St. Petersburg College  
February 23, 2010

Pursuant to Section 1013.31, Florida Statutes, administrative staff of St. Petersburg College has conducted an amendment to the current Educational Plant Survey for St. Petersburg College, dated June 19, 2007. In accordance with Section 1013.31, Florida Statutes, the amendment shall be reviewed and approved by the Board of Trustees.

The following new recommendation is made.

The College needs to amend the Educational Plant Survey dated June 19, 2007 to include the following items:

- 2.22 To construct a new building at the Clearwater Campus, Site Number 2, to replace the recently demolished Social Science Building, #35, approximately 40,719 gross square feet.

Approved by the Board of Trustees of St. Petersburg College on February 23, 2010.

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Thomas E. Furlong, Jr., President of the College  
and Secretary to the Board of Trustees  
St. Petersburg College

**10-049.** The Board considered Items IX-D.5-D.8 under Capital Outlay, Maintenance, Renovation, and Construction; Item IX-E, Agency Billings; Items IX-F.1-F.3 under Personnel; Item IX-H.2, Noncredit Curriculum and Fees; Item IX-I, 2009-2010 Study Abroad Programs; Item IX-J, Proposed Instructional Calendar for 2010-2011; Item IX-K, Certification of Eligible Cash Contributions through the SPC Foundation, Inc.; Item IX-L, Lumina Foundation for Education “Achieving the Dream” Grant Proposal; and Item IX-M, 2010-2011 Institutional Initiatives.

Mr. Burke moved approval. Mr. Gibbons seconded the motion. Mr. Burke applauded the College for applying for the Lumina Foundation grant, which is very competitive. President Furlong called upon Dr. Anne Cooper, Senior Vice President of Academic & Student Affairs, who explained the steps in this particular grant application process. She stated this grant

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

involves bringing in faculty, staff and leadership to promote a learning-centered institution that makes data-based decisions toward improving quality, efficiency and student success. In response to Mr. Johnston, Dr. Cooper explained that this grant fits into the College's SACS project via critical thinking, which is an important part of student success and is interweaved into all courses.

Following discussion, Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Brett voted aye; and Mr. Burke voted aye. Motion carried.

Information regarding these items is as follows:

Board Material Relating to  
Agenda Item IX-D.5  
Meeting: February 23, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Advertise for Professional Architectural Services for Projects,  
Clearwater Campus**

At this time, the College has a need to secure professional architectural services for projects at the Clearwater Campus in conjunction with the next phase of the Master Plan and projects outlined below.

These projects will include the following:

1. Replace the demolished Social Science Building #35 with a new classroom building of approximately 41,000 square feet and 1,000 Student Stations;
2. Replace 17 existing Portables (104, 106, 108, 140, 141, 144, 145, 146, 147, 157, 158, 159, 160, 161, 162, 163 and 164);
3. Provide modifications to the Teaching Auditorium Building #34;
4. Provide professional architectural services including heating, ventilating and air conditioning (HVAC), roofing, civil, site development, waterproofing, parking and landscaping
5. Other such projects as may be assigned by the Board at the Clearwater Campus.

The College will perform this process according to the Consultants Competitive Negotiation Act, Chapter 287.055, Florida Statutes, which establishes procedures, including public announcement, for selecting the services of professionals.



**MINUTES OF THE SPECIAL MEETING OF FEBRUARY 23, 2010**

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

**Authorization is sought to advertise for Professional Architectural Services under the College's Professional Services Selection Process and to select and submit at least three (3) firms, ranked in priority order for Board approval.**

Thomas E. Furlong, Jr., President; and Susan M. Reiter, Vice President, Facilities Planning and Institutional Services, recommend approval.

mdc0211103

Board Material Relating to  
Agenda Item IX-D.6  
Meeting: February 23, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Quarterly Selection of Pre-Qualified Small Contractors, Revision #15**

Board of Trustees Rule 6Hx23-5.12 X. provides that the Facilities Planning and Institutional Services Department may select and pre-qualify several small contractors and sub-contractors for use on an annual basis to perform small miscellaneous construction, remodeling, renovation, maintenance, and/or safety-to-life projects on a vendor rotation basis. Projects may not exceed \$25,000 in cost. (All firms are required to be licensed in their particular field and to supply evidence of adequate insurance.)

The College will utilize these firms for one year, with an option for renewal based upon acceptable performance, mutual agreement, proper license and insurance and annual approval by the Board of Trustees.

**Authorization is sought from the Board of Trustees to add the following firms to the list of approved Contractors.**

**CONTRACTORS – ELECTRICAL:**  
FLORIDA ELECTRICAL SERVICE

**MINUTES OF THE SPECIAL MEETING OF FEBRUARY 23, 2010**

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

**CONTRACTORS – SAFETY/ALARM:**

SIEMENS INDUSTRY, INC.

SAFE FIRE PROTECTION, INC.

Thomas E. Furlong, Jr., President; and Susan M. Reiter, Vice President, Facilities Planning and Institutional Services, recommend approval.

bs0201101

Board Material Relating to  
Agenda Item IX-D.7  
Meeting: February 23, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**First Amendment to Lease Agreement between St. Petersburg College  
and the Dollars for Scholars of St. Petersburg, Inc., for a  
Lease of Space in the Health Education Center (Building No. 64)**

The Board previously approved a lease agreement between St. Petersburg College and the Dollars for Scholars of St. Petersburg, Inc. on March 17, 2009. Approval of the First Amendment to this lease agreement will modify the term to be on a month-to-month basis and add a portable and a storage unit to the leased space with the balance of the terms and conditions being the same as the original agreement.

The salient terms and conditions are set forth below:

- The Term of the Agreement shall be on a month-to-month basis beginning on March 20, 2010. Either party may terminate the Agreement at the end of any renewal month by giving the other party no less than fifteen (15) days' notice before the end of such month.
- In addition to Building 64, the Leased Premises shall include the portable and storage unit identified as Buildings 206 and 265 consisting of approximately 1,240 square feet.

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

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

**Approval is sought for the First Amendment to the Lease Agreement between St. Petersburg College and Dollars for Scholars of St. Petersburg, Inc.**

Thomas E. Furlong, Jr., President; and Susan M. Reiter, Vice President, Facilities Planning and Institutional Services, recommend approval.

mdc0217103

**FIRSTAMENDMENT  
TO LEASE AGREEMENT BETWEEN  
THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE AND  
DOLLARS FOR SCHOLARS OF ST. PETERSBURG, INC.**

THIS FIRST AMENDMENT is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2010 by and between the Board of Trustees of St. Petersburg College, a Florida public body corporate, whose mailing address is P.O. Box 13489, St. Petersburg, Florida 33733, (hereinafter, the "College") and Dollars for Scholars of St. Petersburg, Inc., a Florida non-profit corporation, whose principal address is 7200 66<sup>th</sup> St. N, Pinellas Park, FL, 33781 (hereinafter, the "Scholars").

**WITNESSETH:**

**WHEREAS**, the College and Scholars did enter into that certain Lease Agreement dated April 2<sup>nd</sup>, 2009, whereby the College leased Scholars a portion of the College's property located at 7200 66<sup>th</sup> St. N, Pinellas Park, FL, 33781, more specifically, Building 64, as identified in the College's survey, consisting of approximately 2,308 square feet (the "Agreement"); and

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

**WHEREAS**, the Term is set to expire on March 19, 2010; and

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**WHEREAS**, the parties desire to add additional space to the Leased Premises consisting of a portable and a storage facility as more fully described below; and

**WHEREAS**, the parties desire to extend the Agreement on a month-to-month basis on such terms and conditions as are set forth in the Agreement, except as specifically modified herein;

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

1. The recitals are true and correct and are incorporated herein by reference.
2. The Term of the Agreement shall be on a month-to-month basis beginning on March 20, 2010. Either party may terminate the Agreement at the end of any renewal month by giving the other party no less than fifteen (15) days' notice before the end of such month.
3. The Leased Premises shall include the portable and storage unit identified as Buildings 206 and 265 in the Site Plan attached hereto and made a part hereof as Exhibit "1," consisting of approximately 1,240 total square feet.

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

IN WITNESS WHEREOF, the parties have executed this First Amendment as of the dates indicated below.

**COLLEGE:**

Witnesses as to the College:

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

Board of Trustees of St. Petersburg College

By: \_\_\_\_\_  
Thomas E. Furlong, Jr., President  
and Secretary to the Board of Trustees of St.  
College

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

**SCHOLARS:**

Dollars for Scholars of St. Petersburg, Inc.

Witnesses as to the Scholars:

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

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

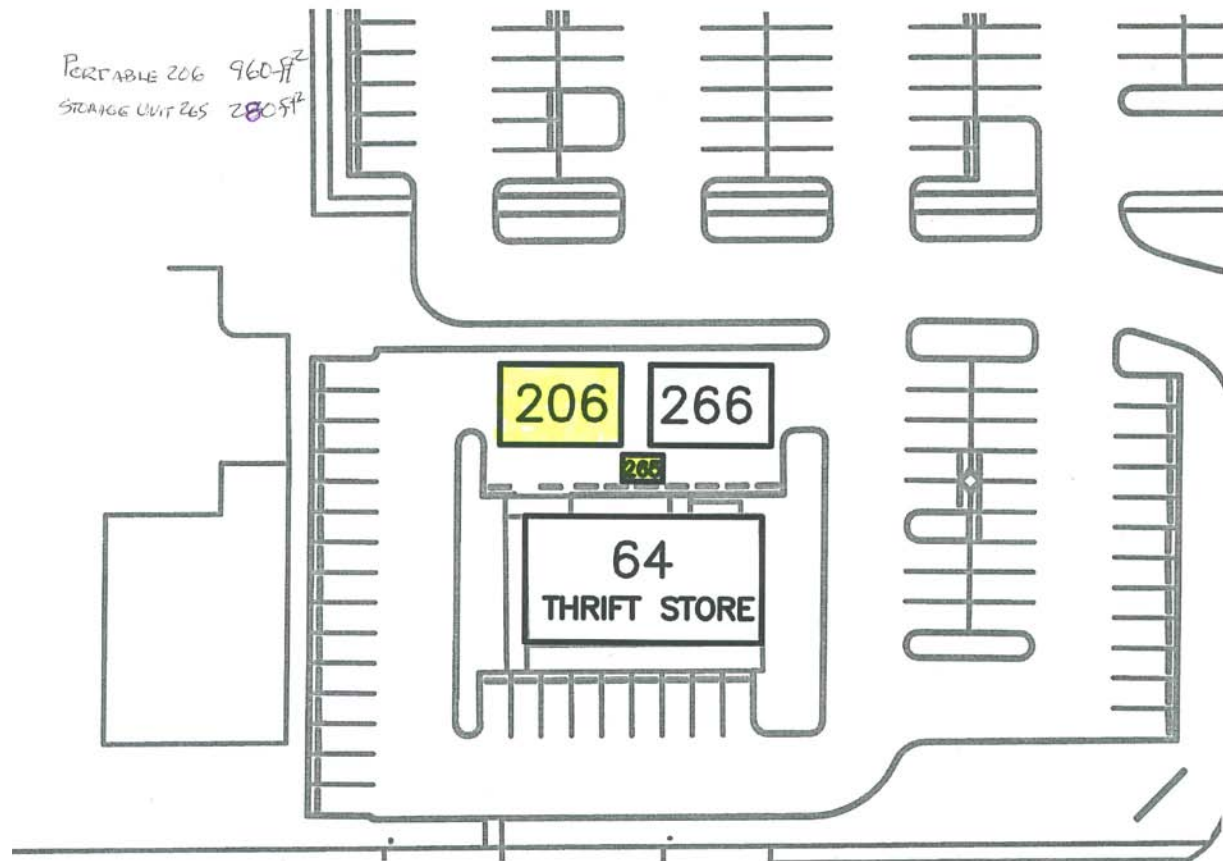
By: \_\_\_\_\_

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

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

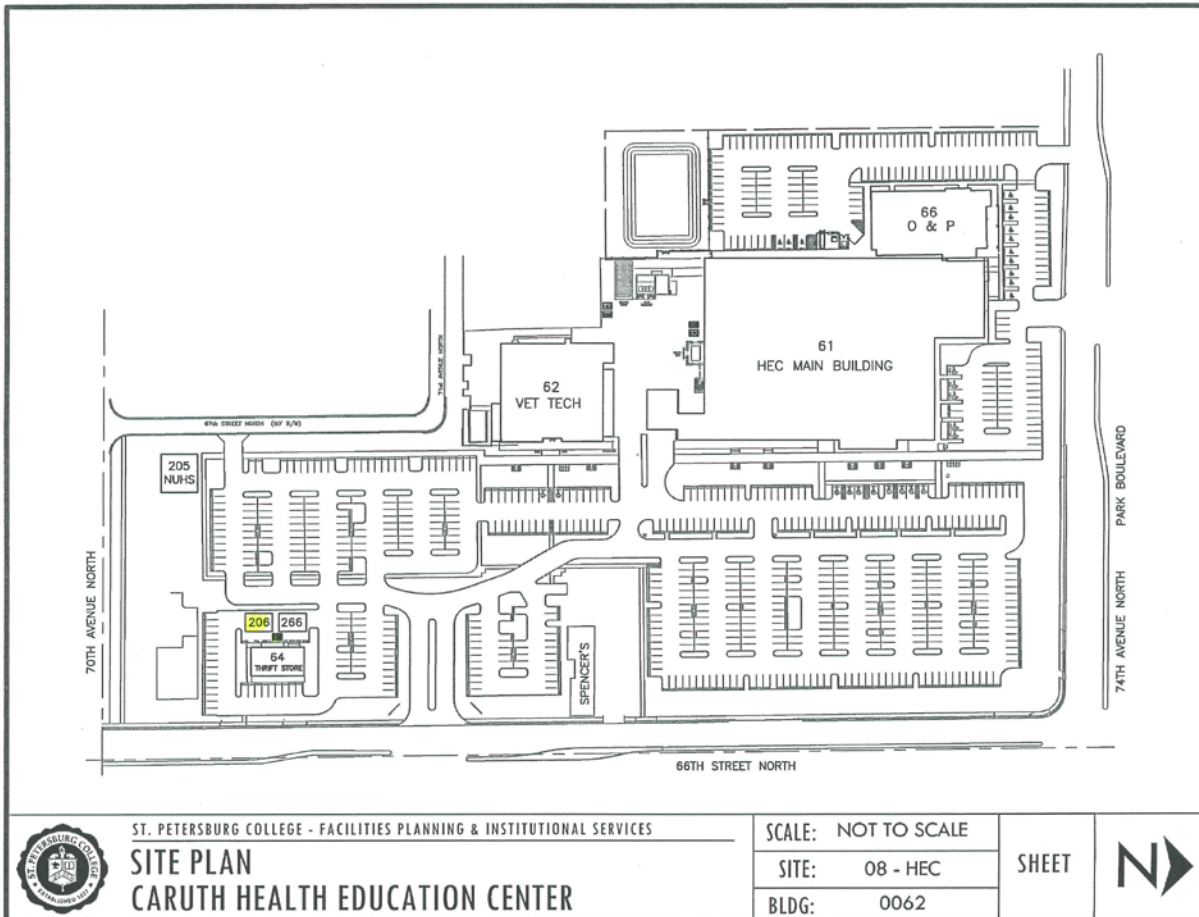
By: \_\_\_\_\_

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



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



Board Material Relating to  
Agenda Item IX-D.8  
Meeting: February 23, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Annual Membership Assessment in Florida College System  
Risk Management Consortium**

**Authorization is requested to pay the St. Petersburg College (SPC) 2010-2011 *membership assessment* in the Florida College System Risk Management Consortium (FCSRMC) for the policy period of March 1, 2010 through February 28, 2011 in the amount of \$1,756,248.**

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This amount is \$69,123 or 3.8% less than the previous policy period. This year's assessment is based on the following changes: an increase in full-time equivalent enrollment (FTE), a decrease in property values based on a decrease in the rate used for calculating FTEs, changing from a large deductible workers' compensation plan to a self-insured plan which resulted in lowering the collateral that the Consortium has to pay to the workers' compensation carrier and, finally, a refund from the prior year assessment.

Because the FCSRMC is on a March 1<sup>st</sup> to February 28<sup>th</sup> Fiscal Year, it is necessary to obtain approval from the Board in order to have authority to pay the first installment of \$585,416 by March 1, 2010 (for the March 1, 2010 through June 30, 2010 policy period), and the second installment of \$1,170,832 by July 1, 2010 (for the July 1, 2010 through February 28, 2011 policy period).

Shown below are the FCSRMC calculations to reach the assessment for the policy period of March 1, 2010-February 28, 2011:

<b>2010-2011 Annual Assessment for SPC: (Based upon 18,566 FTE as indicated on the 2008-2009 data on the invoice from FCSRMC)</b>	<b>\$ 1,592,787</b>
<b>Workers' Compensation Assessment</b>	<b>\$ 22,611</b>
<b>Property Value Assessment</b>	<b>\$ 167,033</b>
<b>Less Prior Year Assessment Refund</b>	<b><u>(\$ 26,183)</u></b>
<b>Adjusted Annual Assessment</b>	<b>\$ 1,756,248</b>
<b>First Installment by (March 1, 2010)</b>	<b>\$ 585416</b>
<b>Second Installment (by July 1, 2010)</b>	<b>\$ 1,170832</b>

The actual assessment approved by the FCSRMC Board for the previous policy period was \$1,825,371 based upon the College's FTE of 17,424, less a workers' compensation adjustment and an assessment refund for that prior policy period. That assessment was \$69,123 more than this year's assessment. This year's assessment is \$1,756,248.

The membership assessment covers administrative defense (reimburses defense cost regarding employment), general and automobile liability, property (all perils except theft), property (theft), workers compensation (statutory), workers compensation (employer's liability), faithful performance money and securities, errors and omissions, fiscal agent bond, fine arts, and cyber risk.

The College will also renew 2010 insurance policies for the parking garage liability, boiler and machinery, intercollegiate athletic insurance, facilities use, professional malpractice liability and

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student accident insurance (students enrolled in the allied health programs), storage tank liability, and workers' compensation (statutory and employer's liability) for Puerto Rico. These individual policies renew separately on their respective anniversary dates.

Thomas E. Furlong, Jr., President, and Susan M. Reiter, Vice President, Facilities Planning and Institutional Services, recommend approval.

jc0217102

Board Material Relating to  
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**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Agency Billings**

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

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

Boley Centers Inc.

Soft Computer Consultants (SCC)

Vertex

Tampa Bay Workforce Alliance

Central Dekalb Youth Football



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All Children's Health System

Thomas E. Furlong, Jr., President; Doug Duncan, Vice President for Administrative/Business and Information Services; and Theresa Furnas, Associate Vice President for Financial & Business Services, recommend approval.

mm0216102

Board Materials Relating to  
Agenda Item IX-F.1  
Meeting: February 23, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Personnel Report**

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

The report is organized by transaction type (hire, transfer, retire, etc.), name, department/location, and employee title. The "separation" transaction is further defined in the employee's record in the PeopleSoft HR Payroll system. Reasons for separation vary and could include such descriptions as: End of Contract; Resignation; Probationary Period; Death, etc.

**HIRE Budgeted**

<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
1/11/2010	Brink,Staci D.	Institutional Advancement DO	Manager, Marketing
1/25/2010	Brown,Larissa A	College Student Supp Svcs DO	Student Services Officer
7/27/2009	Davidson,Denisha L.	Academic & Student Affairs	Coach
10/5/2009	Eaton,Lindsey A	Provost SE	Academic Staff Assistant

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1/19/2010	Feldkamp,Casey Killen	Institutional Advancement DO	Coord, Information
1/8/2010	Gautam,Vibhor	Mathematics SPG	Instructor
1/8/2010	Gonzalez,Alison A.	Mathematics SPG	Instructor
10/19/2009	Johnson,Lena L	Flex Team	Administrative Generalist
10/12/2009	Kraus,Ryan C	Flex Team	Administrative Generalist
1/11/2010	Lee,David A.	Counseling & Advisement SPG	Academic Advisor
8/14/2009	Limas,Juanita	Mathematics SPG	Instructor
1/4/2010	O'Keefe,Kevin M	Central Records DO	Staff Assistant
1/19/2010	Sierra,Eric L.	Human Resources	Coordinator I, Project
1/8/2010	Stickrath,Kelli L	Natural Science TS	Instructor
1/8/2010	Suttle,Catherine M	Nursing HC	Instructor
1/6/2010	Trede,Teri A	BA Programs/UPC	Instructor-12 month
1/8/2010	VanBourgondien,Martin R	Emergency Medical Services HC	Instructor
10/13/2009	Warsinski,Jeffery M.	Facilities Services TS	Security Officer I

**HIRE Temporary/Supplemental**

<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
1/29/2010	Aguas,Jose S	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/11/2010	Amicucci,Suzanne A.	Letters SPG	Instructor - Temporary Credit
1/11/2010	Anderson,Barbara D	Social Science SE	Instructor - Temporary Credit
1/11/2010	Apple,Rebekah A	Ethics SPG	Instructor - Temporary Credit
1/11/2010	Barnes,James W.	BA Programs/UPC	Adjunct Bach Prog.
1/11/2010	Barrison,Miriam Y	Fine & Applied Arts CL	Instructor - Temporary Credit
1/11/2010	Bartlett,Rachel F.	Business Technologies CL	Adjunct Bach Prog.
1/11/2010	Bartlett,Rachel F.	Business Technologies CL	Instructor - Temporary Credit
1/11/2010	Bawell,Alexander H.	Business Technologies SP	Supplemental Instr - Credit
1/23/2010	Berge,Thomas D	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/11/2010	Bergman,Gail M	OSSD - TS	OPS Career Level 6
1/11/2010	Brzezinski,Sara B	Social Science CL	Instructor - Temporary Credit
1/11/2010	Brzezinski,Sara B	Social Science TS	Instructor - Temporary Credit
1/11/2010	Brzycki,Christine	Mathematics CL	Instructor - Temporary Credit
1/11/2010	Caggiano,Kellie A	BA Programs/UPC	Adjunct Bach Prog.
1/11/2010	Caggiano,Kellie A	Business Technologies CL	Instructor - Temporary Credit
1/11/2010	Carrazana,Yohandy	Business Technologies CL	Instructor - Temporary Credit
1/11/2010	Castoro,Paula A	BA Programs/UPC	Adjunct Bach Prog.

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1/11/2010	Chappel,Deborah A	BA Programs/UPC	Adjunct Bach Prog.
1/11/2010	Clayton,Timothy M.	BA Programs/UPC	Adjunct Bach Prog.
1/11/2010	Comerford,Sean Michael	Provost SE	Student Assistant
1/23/2010	Cortiella,Mayda	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/11/2010	Cruz-Carino,Danilo	BA Programs/UPC	Adjunct Bach Prog.
1/11/2010	Cruz-Carino,Danilo	Business Technologies CL	Instructor - Temporary Credit
1/11/2010	Davis,Telisha D	OSSD - SP	Federal Work Study Student
1/11/2010	deBeaubien,Hugo S.	BA Programs/UPC	Adjunct Bach Prog.
1/11/2010	deBeaubien,Hugo S.	Business Technologies CL	Instructor - Temporary Credit
1/11/2010	DeCraene,Mechelle M.	BA Programs/UPC	Adjunct Bach Prog.
1/11/2010	Deering,William Alejandro	Associate Provost SP	Student Assistant
1/11/2010	Dekle,Mark G.	Distance Learning TV SE	Instructor - Temporary Credit
1/23/2010	DeVito,Angela G.	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/11/2010	Dolsay,Louise P	BA Programs/UPC	Adjunct Bach Prog.
1/11/2010	Duncan,Margaret K.	BA Programs/UPC	Adjunct Bach Prog.
1/23/2010	Escott,Maria	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/11/2010	Escott,Maria	Social Science CL	Instructor - Temporary Credit
1/23/2010	Estrada,Martha B	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/23/2010	Everhart,Leisa L.	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/20/2010	Felos,Kimberly	Letters TS	Non Instr Supplement-Not ECH
1/18/2010	Felt,Jason D	Mathematics TS	Student Assistant
1/28/2010	Foldie,Tyler Douglas	Letters CL	Student Assistant
1/11/2010	Furlong,Holly C.	Natural Science TS	Instructor - Temporary Credit
1/18/2010	Gjonaj,Ilda	Letters SPG	Student Assistant
1/11/2010	Glowacki,Thomas J.	Fine & Applied Arts SPG	Instructor - Temporary Credit
2/1/2010	Goswick,Kelly R	CJI AA/AS DOC AC	Instructor- Temporary Non-Cred
1/11/2010	Grey,Cynthia A.	Veterinary Technology HC	Supplemental Instr - Credit
1/11/2010	Gunter-Moyers,Kimberly D	Dental Hygiene HC	Instructor - Temporary Credit
1/11/2010	Hacker Esq,Jennifer R	BA Programs/UPC	Adjunct Bach Prog.
1/8/2010	Hanak,Donna W.	Dual Credit - AC	Contributed Service
1/11/2010	Hansen,Helen L.	Fine & Applied Arts SPG	Instructor - Temporary Credit
1/11/2010	Henderson,James A.	Florida Natl. Guard Grant - AC	Instructor- Temporary Non-Cred
1/11/2010	Holmquist,Stephanie	BA Programs/UPC	Adjunct Bach Prog.
1/11/2010	Homan,Edwin R	Mathematics CL	Instructor - Temporary Credit
1/11/2010	Irzarry,Myriam	BA Programs/UPC	Adjunct Bach Prog.
1/11/2010	Irzarry,Myriam	Business Technologies CL	Instructor - Temporary Credit

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### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

1/20/2010	Jackson,Lonnie J	St. Pete/Gibbs Campus Provost	OPS Career Level 2
1/11/2010	Johnson,Caitlin S.	Letters SPG	Instructor - Temporary Credit
1/11/2010	Johnson,Nathalie	BA Programs/UPC	Adjunct Bach Prog.
1/4/2010	Justice-Elie,Sandra D.	Scholarships/Stu Fin Assist CL	General Service/Maint. (unskil
1/11/2010	Kale,Mary E	BA Programs/UPC	Adjunct Bach Prog.
1/11/2010	Kelley,Nancy	Business Technologies CL	Supplemental Instr - Credit
1/23/2010	Kim,Soktheary	Fine & Applied Arts CL	Federal Work Study Student
1/11/2010	Krueger,Amy	Dental Hygiene HC	Instr- Temporary % Load
1/11/2010	Kugeares,Sophia M.	Fine & Applied Arts TS	Instructor - Temporary Credit
1/11/2010	Ladner,Debora C.	Distance Learning TV SE	Instructor - Temporary Credit
1/11/2010	LeGrande,Pamela L.	Business Technologies SP	Instructor - Temporary Credit
1/11/2010	LeGrande,Pamela L.	Business Technologies TS	Instructor - Temporary Credit
1/23/2010	Longo Merino,Marco	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/11/2010	Maddux,David Carlen	BA Programs/UPC	Adjunct Bach Prog.
1/11/2010	Mallo,Krista S.	Distance Learning TV SE	Instructor - Temporary Credit
1/11/2010	McDonald,Robert R.	Florida Natl. Guard Grant - AC	Instructor- Temporary Non-Cred
1/11/2010	Miller,Lawrence A.	Distance Learning TV SE	Instructor - Temporary Credit
1/11/2010	Miller,Lawrence A.	Social Science SE	Instructor - Temporary Credit
1/23/2010	Montgomery,James B.	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/19/2010	Moss,Jan Ellen	St. Pete/Gibbs Campus Provost	OPS Career Level 2
1/11/2010	Nadelhaft,Irving	Natural Science SPG	Instructor - Temporary Credit
1/23/2010	Naghitorabi,Christina F	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/11/2010	Navarro,Rafael	Florida Natl. Guard Grant - AC	Instructor- Temporary Non-Cred
1/11/2010	Ney,Anne E.	Natural Science SPG	Instructor - Temporary Credit
1/18/2010	Nguyen,Quynh Dung	Natural Science SPG	Student Assistant
1/11/2010	Norman,Anja	Social Science CL	Other Professional- Temporary
1/11/2010	Noyes,Gabrielle I	Mathematics CL	Instructor - Temporary Credit
1/11/2010	Pabst,Joyce A	Nursing HC	Adjunct Bach Prog.
1/11/2010	Pabst,Joyce A	Nursing HC	Instr- Temporary % Load
1/11/2010	Panuthos,Nicolle E	Business Technologies SE	Supplemental Instr - Credit
1/15/2010	Parsons,Keith Daniel	Fine & Applied Arts CL	Federal Work Study Student
1/11/2010	Pereira,Kenneth N.	BA Programs/UPC	Supplemental Bach Prog.
1/11/2010	Perez,Jorge Enrique	Social Science TS	Supplemental Instr - Credit
1/11/2010	Peterson,Diane S.	BA Programs/UPC	Adjunct Bach Prog.
1/29/2010	Peterson,Madeleine K.	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/25/2010	Petrilla Jr,John J	Facilities Services DO	OPS Maint/Trades SkilledTrades

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### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

1/11/2010	Plante III, Richard A.	Clearwater Campus Provost	Instructor - Temporary Credit
1/25/2010	Poole, Tayler Robin	Natural Science SPG	Federal Work Study Student
1/11/2010	Popa, Susannah C.	Distance Learning TV SE	Instructor - Temporary Credit
1/11/2010	Pruitt, Jane	Dual Credit - AC	Contributed Service
1/11/2010	Quido, Suzanne L.	BA Programs/UPC	Adjunct Bach Prog.
1/11/2010	Rease, Daniel Patrick	Distance Learning TV SE	Instructor - Temporary Credit
1/11/2010	Reule, Tracy D.	Fine & Applied Arts SPG	Instructor - Temporary Credit
1/18/2010	Rivera, Vanessa Dalyn	Natural Science SPG	Federal Work Study Student
1/29/2010	Robinson, Jamie D	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/11/2010	Roth, Miriam Ellen	Natural Science TS	Instructor - Temporary Credit
1/11/2010	Rowe, Rose M.	Interpreter Training CL	Instructor - Temporary Credit
1/23/2010	Saltz, Karen S.	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/11/2010	Sanders Jr, Ezekiel	Provost CL	Student Assistant
1/4/2010	Sanders, Bill A.	Criminal Justice AC	Instructor- Temporary Non-Cred
1/11/2010	Schlesman, Shannon L	BA Programs/UPC	Adjunct Bach Prog.
1/11/2010	Schlesman, Shannon L	Business Technologies CL	Instructor - Temporary Credit
1/11/2010	Scodellaro, David E	Building Arts CL	Instructor - Temporary Credit
1/11/2010	Scott, Julie M.	BA Programs/UPC	Adjunct Bach Prog.
1/11/2010	Senack, Erin L.	Letters SPG	Instructor - Temporary Credit
1/11/2010	Senapati, Kiron	BA Programs/UPC	Adjunct Bach Prog.
1/11/2010	Shamp, Norman Joseph	BA Programs/UPC	Adjunct Bach Prog.
1/11/2010	Shestakov, Susan A.	Letters TS	Instructor - Temporary Credit
1/11/2010	Smith, Analisa L.	BA Programs/UPC	Adjunct Bach Prog.
1/11/2010	Smith, Dale A	Associate Provost SP	Federal Work Study Student
1/11/2010	Sullivan, Timothy J	Business Technologies SP	Instructor - Temporary Credit
1/11/2010	Taktikos, Elena A	Distance Learning TV SE	Instructor - Temporary Credit
1/11/2010	Taktikos, Elena A	Natural Science SE	Instructor - Temporary Credit
1/27/2010	Talley, Kimberly N	Scholarships/Stu Fin Assist CL	Federal Work Study Student
1/16/2010	Tallini, Andrea M	Veterinary Technology HC	Federal Work Study Student
1/11/2010	Tate, Misti D	Associate Provost SP	Federal Work Study Student
1/10/2010	Taylor, Allan R.	Business Technologies TS	Instructor - Temporary Credit
1/11/2010	Tonner, Joan E.	BA Programs/UPC	Adjunct Bach Prog.
1/27/2010	Truss, Tiffany Lautreice	Scholarships/Stu Fin Assist CL	Federal Work Study Student
1/11/2010	Tune, Sandra L.	BA Programs/UPC	Adjunct Bach Prog.
1/27/2010	Underwood, Tiffany C	Scholarships/Stu Fin Assist CL	Federal Work Study Student
1/8/2010	VanBourgondien, Martin R	Emergency Medical Services HC	Instructor- Temporary Non-Cred

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

1/11/2010	Vaughan,Joann T.	Ethics SPG	Instructor - Temporary Credit
1/11/2010	Vedder,Jennifer L.	BA Programs/UPC	Adjunct Bach Prog.
1/11/2010	Vincourek,Elizabeth I	Mathematics CL	Instructor - Temporary Credit
1/11/2010	Webster,Mallory A.	District Library DO	OPS Career Level 1
1/11/2010	West,Thomas R	Letters TS	Instructor - Temporary Credit
1/11/2010	Whipple,Sharon L	Letters SPG	Instructor - Temporary Credit
2/3/2010	Wilber,Robin S.	BA Programs/UPC	Lump sum -Spec.Proj.
1/23/2010	Wilkins,Pamela A	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/11/2010	Williams,Rebecca Firszt	Mathematics CL	Instructor - Temporary Credit
1/11/2010	Wittner,Marilyn T.	BA Programs/UPC	Adjunct Bach Prog.
1/6/2010	Wolf,Renan B.	Provost CL	Student Assistant
1/11/2010	Wright,Katina D	Social Science CL	Instructor - Temporary Credit
1/11/2010	Wynn,Julius L	Ethics SPG	Instructor - Temporary Credit
1/11/2010	Wynn,Julius L	Social Science SE	Instructor - Temporary Credit

**REHIRE Temporary/Supplemental**

<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
1/23/2010	Abruzzo,John T.	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/11/2010	Archbold,Lisa	Nursing HC	Instr- Temporary % Load
1/11/2010	Beard,Claudia A.	Dental Hygiene HC	Instr- Temporary % Load
1/18/2010	Benjamin,Christopher G	Scholarships/Stu Fin Assist CL	Federal Work Study Student
1/11/2010	Biszewski-Eber,Susan	Business Technologies CL	Other Professional- Temporary
1/11/2010	Bradley,April C	Radiography HC	Instr- Temporary % Load
1/11/2010	Brownen,Rita A	Letters TS	Instructor - Temporary Credit
1/11/2010	Burgess,Diana L	Nursing HC	Instr- Temporary % Load
1/11/2010	Butler,Heather A	Natural Science SPG	Instructor - Temporary Credit
1/11/2010	Capek,Catherine T	Letters SE	Instructor - Temporary Credit
1/11/2010	Carroll,Veronica Elizabeth	Fine & Applied Arts SPG	OPS Career Level 2
1/11/2010	Clem,Angela S	Nursing HC	Instr- Temporary % Load
1/11/2010	Concepcion,Iris N.	Nursing HC	Instr- Temporary % Load
1/7/2010	Delatorre-Posso,Johanna	Scholarships/Stu Fin Assist CL	Federal Work Study Student
1/11/2010	Dixon,Paul D	Fine & Applied Arts SPG	Lump sum -Spec.Proj.
1/11/2010	Echeverria,Maria J	Radiography HC	Instr- Temporary % Load
1/11/2010	Elftman,Susan P	Building Arts CL	Instr- Temporary % Load
1/11/2010	Ervin,John T.	Veterinary Technology HC	Instr- Temporary % Load
1/11/2010	Gadevsky,Dolores W	Fine & Applied Arts SPG	Lump sum -Spec.Proj.

## MINUTES OF THE SPECIAL MEETING OF FEBRUARY 23, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

1/11/2010	Gautam,Vibhor	Mathematics SPG	Supplemental Instr - Credit
1/11/2010	Gingerich,Linda G.	BA Programs/UPC	Supplemental Bach Prog.
1/11/2010	Glubiak,Marcia L.	Criminal Justice AC	Instructor- Temporary Non-Cred
1/23/2010	Goodbread,Robert	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/11/2010	Guettler,Lori R	Dental Hygiene HC	Instr- Temporary % Load
1/11/2010	Hacker Esq,Jennifer R	BA Programs/UPC	Adjunct Bach Prog.
1/11/2010	Harlin,Gregory J.	Florida Natl. Guard Grant - AC	Instructor- Temporary Non-Cred
1/11/2010	Heinicke,Mary Ellen	Medical Lab Technology - HC	Instr- Temporary % Load
1/11/2010	Henderson,Christopher S	Emergency Medical Services HC	Instr- Temporary % Load
1/11/2010	Herbst,Mark D.	Radiography HC	Instr- Temporary % Load
1/11/2010	Higgins,Joyce E	Nursing HC	Instr- Temporary % Load
1/11/2010	Hosack,Mary B.	Mathematics TS	Instructor - Temporary Credit
1/11/2010	Hughes,Michael E.	CJI AA/AS DOC AC	Supplemental Instr - Credit
1/11/2010	Jay,Patricia A.	Nursing HC	Instr- Temporary % Load
1/11/2010	Judy Jr,Edward R	Florida Natl. Guard Grant - AC	Instructor- Temporary Non-Cred
2/2/2010	Kistner,Carolyn A.	Mathematics TS	Instructor - Temporary Credit
1/11/2010	Kniehase,Jennifer Ann	Radiography HC	Instr- Temporary % Load
1/11/2010	Krueger,Amy	Dental Hygiene HC	Instr- Temporary % Load
1/11/2010	Lechner,Jennifer L.	Seminole Campus Provost	Lump sum -Spec.Proj.
1/11/2010	Lecroy,Steven C.	BA Programs/UPC	Adjunct Bach Prog.
1/11/2010	Lutocka,Christine B	Nursing HC	Supplemental Instr - Credit
1/11/2010	Lysinger,Linda Ann	Nursing HC	Instr- Temporary % Load
1/23/2010	Marino,Jacob A	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/11/2010	Marks,Rachel A.	Letters CL	Supplemental Instr - Credit
1/8/2010	Marn,Jacqueline D.	Letters SE	Non Instr Supplement-Not ECH
1/13/2010	Martins,Dexter Justin	Natural Science SPG	Student Assistant
1/16/2010	McColister,Brenda Louise	Veterinary Technology HC	Federal Work Study Student
1/11/2010	McPherson,Dana L.	Distance Learning TV SE	Instructor - Temporary Credit
1/11/2010	Miller,Laurel A.	Distance Learning TV SE	Supplemental Instr - Credit
1/11/2010	Modrakovic,Janet R.	Veterinary Technology HC	Instr- Temporary % Load
1/11/2010	Monroe,David M	Ethics SPG	Instr- Temporary % Load
1/11/2010	Morris,Michelle C	Nursing HC	Instr- Temporary % Load
1/11/2010	Musgrave,Richard P.	Natural Science SE	Supplemental Instr - Credit
1/11/2010	Neville III,Albert R	Fine & Applied Arts CL	Instructor - Temporary Credit
1/11/2010	Nicotera,Phillip V.	BA Programs/UPC	Supplemental Bach Prog.
1/11/2010	Nousiainen,Robin M	Dental Hygiene HC	Instr- Temporary % Load

**MINUTES OF THE SPECIAL MEETING OF FEBRUARY 23, 2010**

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

1/11/2010	Okazato, Yuko	Veterinary Technology HC	Instr- Temporary % Load
1/11/2010	Oppliger, Frederick J.	Letters TS	Instructor - Temporary Credit
1/23/2010	Parker Jr, James A	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/11/2010	Rankin, Laurie A.	Veterinary Technology HC	Instr- Temporary % Load
1/11/2010	Regis, Mark Joseph	Emergency Medical Services HC	Instr- Temporary % Load
1/11/2010	Reynolds, Jerry L.	Dental Hygiene HC	Instr- Temporary % Load
1/11/2010	Robson, Gary E.	BA Programs/UPC	Adjunct Bach Prog.
1/11/2010	Ruffing, Jerome P	Emergency Medical Services HC	Instr- Temporary % Load
1/11/2010	Russell, Barbara J	Nursing HC	Instr- Temporary % Load
1/11/2010	Russell, Matthew Lynn	Natural Science SPG	Student Assistant
1/13/2010	Sankner, Rebecca J.	BA Programs/UPC	Lump sum -Spec.Proj.
1/11/2010	Schrader, Daryl L.	Mathematics SPG	Instructor - Temporary Credit
1/11/2010	Scott, Alva L	Letters SPG	Federal Work Study Student
1/11/2010	Smalling, Judith D.	Mathematics SPG	Supplemental Instr - Credit
1/11/2010	Smith, Sabrina S	Nursing HC	Instr- Temporary % Load
1/11/2010	Stickrath, Kelli L	Natural Science TS	Supplemental Instr - Credit
1/11/2010	Tanguay, Norman J.	Letters SPG	Instructor - Temporary Credit
1/11/2010	Tatham, Shawn a	Emergency Medical Services HC	Instr- Temporary % Load
1/11/2010	Tedesco, Anthony	Emergency Medical Services HC	Instr- Temporary % Load
1/11/2010	Tersteegen, Kirsten S.	Letters SE	Supplemental Instr - Credit
1/23/2010	Teter, Dolores M	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/23/2010	Thomas, Phil C.	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/11/2010	Turner, Christina A	Natural Science CL	Instr- Temporary % Load
1/11/2010	Vanauken, Todd R	Radiography HC	Instr- Temporary % Load
1/18/2010	Vega, Karem Iliana	Scholarships/Stu Fin Assist CL	Federal Work Study Student
1/11/2010	Vincourek, Elizabeth I	Mathematics CL	Instructor - Temporary Credit
1/11/2010	Wasilewski, Jennifer B	Nursing HC	Instr- Temporary % Load
1/11/2010	Willis, Susan E	Nursing HC	Instr- Temporary % Load
1/11/2010	Woelfle, Cheryl Y	Nursing HC	Instr- Temporary % Load

**TRANSFER/PROMOTION Budgeted**

<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
1/4/2010	Atkinson, Loree B	Scholarships/Stu Fin Assist TS	Scholar&Stu Fin Assist Officer
1/4/2010	Dube, Timothy	Scholarships/Stu Fin Assist DO	Imaging Specialist
1/9/2010	Filson, Patrick W.	Landscape Services SE	Landscape



**MINUTES OF THE SPECIAL MEETING OF FEBRUARY 23, 2010**

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

1/4/2010	Gingerich,Linda G.	BA Programs/UPC	Academic Department Chair
9/14/2009	Hernandez,Derrick	Facilities Services SPG	Custodial Crew Leader I
1/4/2010	Kruger,Wayne D.	Scholarships/Stu Fin Assist DO	Asst Dir, Scholar&Stu Fin Asst
1/19/2010	Mekonnen,Reuben S	Human Resources Emp Support	HR Services Specialist
1/4/2010	Pearce,Frederick E.	Scholarships/Stu Fin Assist TS	Asst Dir, Scholar&Stu Fin Asst
1/4/2010	Reed,Gwendolyn H.	Scholarships/Stu Fin Assist SP	Asst Dir, Scholar&Stu Fin Asst
1/4/2010	Royer,Berta Elizabeth	Scholarships/Stu Fin Assist CL	Fin.Assistance Call Cntr. Mgr.
1/11/2010	Walker,Calandra M	District Library DO	Library Paraprofessional
1/25/2010	Wilkins,Timothy E.	Provost SPG	Technology Resource Specialist

**REORGANIZATION Budgeted**

<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
7/1/2009	Gregory, Thomas	Facilities Plan & Inst Serv DO	Safety Specialist
1/19/2010	Wolf,Lynne V.	Provost SE	Entrepreneurship Center Spec.

**EXTENSION of CONTRACT Budgeted**

3/31-6/30/10	Haynes, Watson L.	Consular Corps College	Coordinator II, Project
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**SEPARATION Budgeted**

<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
1/22/2010	Day Jr,David L	Instructional Computing SE	Technology Design Specialist
1/8/2010	Robson,Gary E.	BA Programs/UPC	Instructor-12 month
1/5/2010	Smith,Martin	Health Information Mgmt HC	Program Director I

**RETIREMENT Budgeted**

<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
1/15/2010	Berger,Jo-Ann	Academic & Student Affairs	International Student Officer
1/15/2010	Darling,Rae R.	Custodial Services TS	Custodian I
1/15/2010	Hess Jr,Richard L.	Custodial Services HC	Custodian I
1/29/2010	Quinlan,William J.	Custodial Services SE	Custodian I

**TERMINATION Temporary/Supplemental**

<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
1/22/2010	Abruzzo,John T.	Lifelong Learning NC - AC	Instructor- Temporary Non-Cred

## MINUTES OF THE SPECIAL MEETING OF FEBRUARY 23, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

1/22/2010	Agresta, Valerie J.	Lifelong Learning NC - AC	Instructor- Temporary Non-Cred
1/27/2010	Appunn, Frank	Job Center - CL	Non Instr Supplement-Not ECH
1/22/2010	Bakhtyari, Sohrab	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/22/2010	Ballard, Anthony W.	Counseling & Advisement CL	Instructor- Temporary Non-Cred
1/28/2010	Barbara, Brittany L	Natural Science CL	Federal Work Study Student
1/10/2010	Biszewski-Eber, Susan	Business Technologies CL	Other Professional- Temporary
1/22/2010	Bradley, Marva	Criminal Justice AC	Instructor- Temporary Non-Cred
1/22/2010	Broadbent, Tamara E	Lifelong Learning NC - AC	Instructor- Temporary Non-Cred
1/22/2010	Cason, Kathy	Criminal Justice AC	Instructor- Temporary Non-Cred
1/28/2010	Collar, Shirley A.	Health Information Mgmt HC	Lump sum -Spec.Proj.
1/22/2010	Cooney, Tiffany N	Criminal Justice AC	Instructor- Temporary Non-Cred
1/12/2010	Darres, Kyle Clinton	Clearwater Campus Provost	Federal Work Study Student
1/14/2010	DiMarco, Robert	Tarpon Springs Center Provost	OPS Career Level 1
1/28/2010	Eastman, Kelsey Rose	Provost TS	Federal Work Study Student
1/28/2010	Elser, Sammie H.	Job Center - CL	Other Professional- Temporary
1/22/2010	Fehr III, Ralph	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/15/2010	Feldkamp, Casey Killen	Fine & Applied Arts SPG	OPS Career Level 2
1/28/2010	Galletly, Christine	Associate Provost TS	Federal Work Study Student
1/29/2010	Garrido, Joshua A	Enrollment Management DO	General Service/Maint. (unskil
1/22/2010	Girardi, Steven D.	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/22/2010	Glazer, Carol	Dual Credit - AC	Instructor- Temporary Non-Cred
1/12/2010	Glorioso, Robert Anthony	Clearwater Campus Provost	Student Assistant
1/25/2010	Gordon, Michael R	Counseling & Advisement CL	Other Professional- Temporary
1/27/2010	Grass, Kevin L.	Job Center - CL	Other Professional- Temporary
1/25/2010	Greene, Marjorie I.	Counseling & Advisement CL	Other Professional- Temporary
1/14/2010	Grinnell, Richard S	BA Programs/UPC	Lump sum -Spec.Proj.
1/25/2010	Hacker, Geoffrey R.	Counseling & Advisement CL	Instructor- Temporary Non-Cred
1/22/2010	Hearn, Mary E.	Lifelong Learning NC - AC	Instructor- Temporary Non-Cred
1/12/2010	Hong, Liem Thanh	Clearwater Campus Provost	Federal Work Study Student
1/27/2010	Hoopes, Holly S.	Job Center - CL	Non Instr Supplement-Not ECH
1/25/2010	Hudson, Robert F.	Counseling & Advisement CL	Instructor- Temporary Non-Cred
1/22/2010	Jefferis, Bonnie L.	Counseling & Advisement CL	Other Professional- Temporary
1/25/2010	Jenkins, Bradley E	Counseling & Advisement CL	Other Professional- Temporary
1/27/2010	Jensen, Robin J	Job Center - CL	Other Professional- Temporary
1/22/2010	Lavoie, Candida M	Natural Science SPG	OPS Career Level 1
1/25/2010	Lewis, Gregory A.	Counseling & Advisement CL	Other Professional- Temporary

## MINUTES OF THE SPECIAL MEETING OF FEBRUARY 23, 2010

### BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

1/6/2010	Lewis,Megan E	Fine & Applied Arts CL	Federal Work Study Student
1/7/2010	Mancini,Jodi Ann	Nursing HC	Federal Work Study Student
1/25/2010	Manias,Nicholas N.	Counseling & Advisement CL	Instructor- Temporary Non-Cred
1/22/2010	Marinik,Lisa	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/22/2010	Marinik,Lisa	Corporate Training E&SS DO	Instructor - Temporary Credit
1/25/2010	McEvers,Richard A.	Counseling & Advisement CL	Other Professional- Temporary
1/22/2010	Mellish,Kathy F.	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/25/2010	Mercadante Jr,Richard A.	Counseling & Advisement CL	Other Professional- Temporary
1/14/2010	Michaelson,Mary Kathleen	Tarpon Springs Center Provost	OPS Career Level 1
1/25/2010	Miehl,Paul G.	Counseling & Advisement CL	Other Professional- Temporary
1/25/2010	Miller,Lee Anne	Counseling & Advisement CL	Other Professional- Temporary
1/22/2010	Molinaro,Linda L.	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/6/2010	Morris,Maggie M	Counseling & Advisement SPG	Student Assistant
1/22/2010	Morrison,Sharon L.	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/22/2010	Najmy,Cristina F	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/11/2010	O'Donnell,Bridget E	Provost SE	OPS Career Level 7
1/25/2010	Ojeda,Fernando A.	Counseling & Advisement CL	Non Instr Supplement-Not ECH
1/25/2010	Osterhoudt,Maria C.	Counseling & Advisement CL	Other Professional- Temporary
1/22/2010	Parker Jr,James A	Lifelong Learning NC - AC	Instructor- Temporary Non-Cred
1/22/2010	Patterson,Amy	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/22/2010	Pohlman,Mark	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/22/2010	Quinn,Kimberleigh A	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/12/2010	Ramirez,Stephanie D	Scholarships/Stu Fin Assist CL	Federal Work Study Student
1/8/2010	Robson,Gary E.	BA Programs/UPC	Supplemental Bach Prog.
1/7/2010	Russell,Matthew Lynn	Natural Science SPG	OPS Career Level 1
1/22/2010	Sessums,John E	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/27/2010	Setterlind,Sharon R	Counseling & Advisement CL	Other Professional- Temporary
1/22/2010	Sims-Jenkins,Lashondra S	Criminal Justice AC	Instructor- Temporary Non-Cred
1/5/2010	Smith,Martin	Counseling & Advisement CL	Other Professional- Temporary
1/5/2010	Smith,Martin	Provost SPG	Other Professional- Temporary
12/17/2009	Smith,Martin	BA Programs/UPC	Lump sum -Spec.Proj.
1/5/2010	Smith,Martin	Health Information Mgmt HC	Supplemental Instr - Credit
1/22/2010	Sotolongo,Maria T.	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/27/2010	Stedham,Vickee	Job Center - CL	Other Professional- Temporary
1/6/2010	Stickrath,Kelli L	Clearwater Campus Provost	Instructor - Temporary Credit
1/8/2010	Stickrath,Kelli L	Distance Learning TV SE	Instructor - Temporary Credit

**MINUTES OF THE SPECIAL MEETING OF FEBRUARY 23, 2010**

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

1/7/2010	Stickrath,Kelli L	Natural Science TS	Instructor - Temporary Credit
1/22/2010	Taylor,Robert	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/22/2010	Udouj Jr,Gary W	Lifelong Learning NC - AC	Instructor- Temporary Non-Cred
1/14/2010	Vittetoe,Laura Elizabeth	Tarpon Springs Center Provost	OPS Career Level 1
1/22/2010	Vosseller,Laura J	Lifelong Learning NC - AC	Instructor- Temporary Non-Cred
1/22/2010	Wadsworth,Robert L.	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
1/28/2010	Weiss,Dena M	Criminal Justice AC	Lump sum -Spec.Proj.
1/25/2010	Westberg,Darlene M.	Counseling & Advisement CL	Other Professional- Temporary
1/10/2010	Winkler,Lisa M	Scholarships/Stu Fin Assist CL	Federal Work Study Student
1/22/2010	Yourth,Bradley J.	Clearwater Campus Provost	Other Professional- Temporary

**DEGREE CHANGE Budgeted**

<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
1/8/2010	Marn,Jacqueline D.	Letters SE	Instructor
1/8/2010	Woods,Katherine A	Dental Hygiene HC	Instructor
1/8/2010	Strom Kays,Sarah A.	BA Programs/UPC	Instructor
1/8/2010	Patel,Christine K.	Dental Hygiene HC	Instructor

**TRAVEL OUTSIDE THE CONTINENTAL US**

<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
2/23-2/20/10	Collier, Terry	Provost AC	Dir., Grants & Contract Dev.

Travel to Port Au Prince, Haiti, to work with the people of Haiti devastated by the recent earthquake and to observe the impact of post-traumatic stress on rescue workers and caregivers. Findings will be documented for the purpose of training and curriculum development for our disaster training and certification. The cost of this travel is being paid for by Harvard University.

Thomas E. Furlong, Jr., President; Patty Jones, Vice President, Human Resources & Public Affairs; and the Cabinet members bringing the actions forward, recommend approval.

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Board Material Relating to  
Agenda Item IX-F.2  
Meeting: February 23, 2010

**MINUTES OF THE SPECIAL MEETING OF FEBRUARY 23, 2010**

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

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Faculty Continuing Contract Recommendations**

**Approval is sought for the following recommended personnel actions concerning faculty members to receive continuing contract:**

Recommend appointment to a continuing contract (2010-2011), contingent upon the successful completion of satisfactory service in the current contract year and official documentation of successful completion of required graduate coursework:

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective date</b>
Clark,Danny B.	Instructor	Mathematics SE	8/19/2010
Conner,Norma E.	Instructor-12 month	BA Programs/UPC	8/1/2010
Couillard,Daniel L.	Instructor	Provost SPG	8/16/2010
Dupoux,Errol	Instructor-12 month	BA Programs/UPC	8/1/2010
Eadens,Danielle M.	Instructor-12 month	BA Programs/UPC	8/1/2010
Earle,Michael	Instructor	Social Science SPG	8/19/2010
Gauweiler,Cher N	Instructor-12 month	BA Programs/UPC	8/1/2010
Gerakios,Emanuel S	Instructor	Mathematics TS	8/19/2010
Gillis,Arlene	Instructor-12 month	BA Programs/UPC	8/1/2010
Hesting,John P.	Instructor	Provost SPG	8/16/2010
Johnson,Shirley K	Instructor-12 month	BA Programs/UPC	8/1/2010
Jones III,Charles A.	Instructor	Fine & Applied Arts SPG	8/19/2010
Klotz,Christopher A.	Instructor	Natural Science CL	8/19/2010
Lechner,Jennifer L.	Instructor	Social Science SE	8/19/2010
Magnani,Jessica	Instructor	Letters SPG	8/19/2010
Marcil,Sandra E.	Instructor	Dental Hygiene HC	8/19/2010
McGill,Lori A.	Instructor	Nursing HC	8/19/2010
Mitchell,Wendy S.	Instructor	Speech - Letters SE	8/19/2010
Neuzil,Anna R.	Instructor	Nursing HC	8/19/2010
Nichol,Christopher A.	Instructor	Natural Science SE	8/19/2010
Pianka,Jennifer R	Instructor	Nursing HC	8/19/2010
Pizana,Orlando A	Instructor	Letters SE	8/19/2010
Thomas,Kevin W.	Instructor	Criminal Justice AC	8/19/2010

**MINUTES OF THE SPECIAL MEETING OF FEBRUARY 23, 2010**

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

Watts,Roger G.                      Instructor                                      Fine & Applied Arts CL                      8/19/2010

Not being recommended for Continuing Contract. Recommended for annual contract status for 2010-2011.

<b>Name</b>	<b>Department</b>	<b>Title</b>	<b>Effective date</b>	
Carter,Valerie L.	BA Programs/UPC	Instructor-12 month	8/1/2010	6th annual
Davis,Glenn E.	Instructor	EMS HC	8/19/2010	4th annual
Menard,Raymond E.	Instructor	Natural Science SPG	8/19/2010	4th annual
Tucker,Eric J.	Instructor	Ethics CL	8/19/2010	5th annual

Thomas E. Furlong, Jr., President; Anne M. Cooper, Sr. Vice President, Academic & Student Affairs; Patty Jones, Vice President, Human Resources & Public Affairs; along with the Cabinet members and Deans bringing the actions forward, recommend approval.

emg0216102

Board Material Relating to  
Agenda Item IX-F.3  
Meeting: February 23, 2010

**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Faculty Annual Contracts for 2010-2011**

**Approval is sought for the following recommended personnel actions concerning faculty appointments, which shall be enforced via contracts for employment.**

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Recommend appointment to an annual contract (2010-2011), contingent upon the successful completion of satisfactory service in the current contract year. These individuals are serving in a 12-month position.

**Anne M. Cooper, Senior Vice President, Academic & Student Affairs, recommends:**

**MINUTES OF THE SPECIAL MEETING OF FEBRUARY 23, 2010**

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

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective date</b>
Bagwell,Paula J	Librarian	District Library DO	7/1/2010
Bodie,Matthew D.	Librarian	District Library DO	7/1/2010
Gregor,Jennifer L	Librarian	District Library DO	7/1/2010
Malizia,Kelly E	Librarian	District Library DO	7/1/2010

**James C. Brock, Campus Executive Officer, Allstate Center, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective date</b>
Crowther,Charles J	Instructor-12 month	Criminal Justice AC	8/1/2010

**Kay M. Burniston, Vice President, Baccalaureate Programs & University Partnerships, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective date</b>
Appunn, Frank	Instructor-12 month	BA Programs/UPC	8/1/2010
Baker, Susan A	Instructor-12 month	BA Programs/UPC	8/1/2010
Biggs, Marie C	Instructor-12 month	BA Programs/UPC	8/1/2010
Campbell, Sandra J.	Instructor-12 month	BA Programs/UPC	8/1/2010
Chmielewski, Thomas	Instructor-12 month	BA Programs/UPC	8/1/2010
DeGraw, Irving H.	Instructor-12 month	BA Programs/UPC	8/1/2010
Eldridge, Deborah C	Instructor-12 month	BA Programs/UPC	8/1/2010
Fullard, Jeani Z	Instructor-12 month	BA Programs/UPC	8/1/2010
Grey, Cynthia A.	Instructor-12 month	BA Programs/UPC	8/1/2010
Grimaudo, Nicholas	Instructor-12 month	BA Programs/UPC	8/1/2010
Grinnell, Lynn Dean	Instructor-12 month	BA Programs/UPC	8/1/2010
Harper, Mary E.	Instructor-12 month	BA Programs/UPC	8/1/2010
Heinze, Nathan D.	Instructor-12 month	BA Programs/UPC	8/1/2010
Huehn-Brown, Wende	Instructor-12 month	BA Programs/UPC	8/1/2010
Kelly, Andrea J	Instructor-12 month	BA Programs/UPC	8/1/2010
Lee, Jean M.	Instructor-12 month	BA Programs/UPC	8/1/2010
McNicol, Ann R	Instructor-12 month	BA Programs/UPC	8/1/2010
Mossgrove, Terri Lynn	Instructor-12 month	BA Programs/UPC	8/1/2010
Philippe, Thomas W	Instructor-12 month	BA Programs/UPC	8/1/2010
Poulin, Michael T.	Instructor-12 month	BA Programs/UPC	8/1/2010
Powers, Christy Ann	Instructor-12 month	BA Programs/UPC	8/1/2010
Rasor, Carol E.	Instructor-12 month	BA Programs/UPC	8/1/2010
Rib, Wendy June	Instructor-12 month	BA Programs/UPC	8/1/2010
Sauers, Amy C.	Instructor-12 month	BA Programs/UPC	8/1/2010
Strom Kays, Sarah A.	Instructor-12 month	BA Programs/UPC	8/1/2010
Watkins, Nancy A.	Instructor-12 month	BA Programs/UPC	8/1/2010
Wilber, Robin S.	Instructor-12 month	BA Programs/UPC	8/1/2010

**MINUTES OF THE SPECIAL MEETING OF FEBRUARY 23, 2010**

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**Stan Vittetoe, Provost, Clearwater Campus, Vice President for Workforce & Continuing Education, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective date</b>
Showers,Denotra L.	Counselor	SSS TRIO Grant	7/1/2010
Stubbs,Aimee Cekau	Counselor	Srvcs Spc Students/OSSD CL	7/1/2010

**Phillip Nicotera, Provost, Health Education Center, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective date</b>
Silvers,Stefanie C.	Counselor	OSSD - HC	7/1/2010

**Karen Kaufman White, Provost, St. Petersburg/Gibbs Campus, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective date</b>
Keith,Neil M.	Counselor	College Student Supp Svcs	7/1/2010
Boyle,Constance M.	Counselor	Provost SPG	7/1/2010
Cade,Jerrold R	Counselor	SPC-Downtown	7/1/2010
Oskamp,Eugene	Counselor	OSSD - SPG	7/1/2010

**Conferlete Carney, Provost, Tarpon Springs Campus, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective date</b>
Moran-Awe,Cheri J.	Counselor	Counseling & Advisement TS	7/1/2010
Thompson,Barbara L	Counselor	OSSD - TS	7/1/2010

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Recommend appointment to an annual contract (2010-2011), contingent upon the successful completion of satisfactory service in the current year based on 30 or 36 ECH.

**Stan Vittetoe, Provost, Clearwater Campus, Vice President for Workforce & Continuing Education, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective date</b>
Hurley,Leigh A	Instructor	Natural Science CL	8/19/2010
Lara,Monica R.	Instructor	Natural Science CL	8/19/2010
Molinaro,Kimberly L	Instructor	Social Science CL	8/19/2010
Murphy,Veronica L.	Instructor	Business Tech CL	8/19/2010



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Nappi,Anthony J.	Instructor	Letters CL	8/19/2010
Nicely,Pete D.	Instructor	Natural Science CL	8/19/2010
Repici,Michael D	Instructor	Letters CL	8/19/2010
Short,Travis S	Instructor	Mathematics CL	8/19/2010

#### **Phillip Nicotera, Provost, Health Education Center, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective date</b>
Ballo,William T	Instructor	EMS HC	8/19/2010
Borum,Phillip J.	Instructor	EMS HC	8/19/2010
Carver,Eric H	Instructor	Health Inform Mgmt HC	8/19/2010
Goot,Joanne	Instructor	Nursing HC	8/19/2010
Lafon,Brenda	Instructor	Nursing HC	8/19/2010
Lutocka,Christine B	Instructor	Nursing HC	8/19/2010
Morgan,Darcy	Instructor	Nursing HC	8/19/2010
Morris,Anne M	Instructor	Nursing HC	8/19/2010
Murdock,Jacqueline E	Instructor	Nursing HC	8/19/2010
Patterson,Kristina K.	Instructor	Nursing HC	8/19/2010
Prairie,Alexis A.	Instructor	Nursing HC	8/19/2010
Rudolph,Brent R.	Instructor	Nursing HC	8/19/2010
Schwalb,Jacob M.	Instructor	Nursing HC	8/19/2010
Scott,Aissa Y	Instructor	Nursing HC	8/19/2010

#### **James Olliver, Provost, Seminole Campus/eCampus, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective date</b>
Goldsmith,Larry	Instructor	Provost SE	8/19/2010

#### **Karen Kaufman White, Provost, St. Petersburg/Gibbs Campus, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective date</b>
Carr,Ruby L	Acting Instructor	Letters SPG	8/19/2010
Carter,Gail O.	Instructor	Mathematics SPG	8/19/2010
Fitzgerald,David G	Instructor	Speech - Letters SPG	8/19/2010
Hemme,William A.	Instructor	Mathematics SPG	8/19/2010
Limas,Juanita C.	Instructor	Natural Science SPG	8/19/2010
Long,Tony	Instructor	Mathematics SPG	8/19/2010
Matthews,Mark L	Instructor	Fine & Applied Arts SPG	8/19/2010
Weideman,Carol Anne	Instructor	Mathematics SPG	8/19/2010
Williams,Sharon	Instructor	Letters SPG	8/19/2010
Wolter,Timothy C.	Instructor	Fine & Applied Arts SPG	8/19/2010

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**Starla Metz, Principal, St. Petersburg Collegiate High School, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective date</b>
Gerodimos,Sherry A	Instructor	Provost SPG	8/16/2010
Walch,Daniel J	Instructor	Mathematics SPG	8/16/2010

**Conferlete Carney, Provost, Tarpon Springs Campus, recommends:**

<b>Name</b>	<b>Title</b>	<b>Department</b>	<b>Effective date</b>
Fernandes,Jennifer S.	Instructor	Natural Science TS	8/19/2010
Sims,Matthew I.	Instructor	Fine & Applied Arts TS	8/19/2010

Thomas E. Furlong Jr., President; Anne M. Cooper, Sr. Vice President, Academic & Student Affairs; Patty Jones, Vice President, Human Resources & Public Affairs; along with the Cabinet members and Deans bringing the actions forward, recommend approval.

emg0217103

Board Material Relating to  
Agenda Item IX-H.2  
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**BOARD OF TRUSTEES  
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**Noncredit Curriculum and Fees**

**Confirmation is sought to add the following new noncredit course(s) effective Term II 2009-2010:**

<b>PSP0859</b>	<b>Emergency Vehicle Driver Training (EVDT)</b>
Fee:	\$126.47
Contact Hours:	16
Description:	Participants in this course will have the opportunity to gain and/or verify a broad range of competencies associated with driving emergency vehicles. These competencies include basic understanding of emergency vehicle operations as well as the skills

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necessary for practical application. The course is designed to present the necessary classroom experiences and competency course training and will include testing in written form for both new and experienced emergency vehicle drivers.

**Confirmation is sought for a temporary change to the following noncredit course(s) effective Term II 2009-2010:**

- HHP0335**                      **Multidisciplinary Seminars Phlebotomy Technician Program (#4985)**  
Fee:                              ~~\$69.00~~ \$1,599.00  
Contact Hours:                6 90  
Reason:                        Increased fee due to additional training hours and course content and curriculum development.
- HHP0335**                      **Multidisciplinary Seminars Pharmacy Technician Program (#4932)**  
Fee:                              ~~\$69.00~~ \$999.00  
Contact Hours:                6 50  
Reason:                        Increased fee due to additional training hours and course content and curriculum development.
- HHP0376**                      **IV Therapy Cert Clinical PICC (Peripherally Inserted Central Catheter) Advanced 3-Day Clinical (#4997)**  
Fee:                              ~~\$1,299.00~~ \$1,949.00  
Contact Hours:                ~~12~~ 24  
Reason:                        Increased fee due to additional training hours and course content and curriculum development.
- HHP0470**                      **Vital Signs Effective Asthma Management: Asthma Triggers and Indoor Air (#4730)**  
Contact Hours:                ± 1.5  
Reason:                        Increased hours necessary for course content.
- HHP0474**                      **Vital Signs – Department of Health Count Your Carbs! (#5000)**  
Contact Hours:                ± 1.5

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Reason: Increased hours necessary for course content.

**PSP0700** ~~Criminal Justice In-Service 8 hours~~ **R.A.V.E.N.  
(Rapid Anti-Violent Engagement Method)  
Defensive Tactics (#4930)**

Fee: \$115.36 \$75.00

Reason: Reduced instructor costs.

**PSP0700** ~~Criminal Justice In-Service 8 hours~~ **Edged Weapons  
Defense Certification (#4928)**

Fee: \$115.36 \$75.00

Reason: Reduced instructor costs.

**PSP0704** ~~Criminal Justice In-Service 40 Hours~~ **Ground Fighting  
Skills for Officer Survival (#4947)**

Fee: \$458.20 \$619.20

Reason: Contractual instructor fee and proprietary curriculum.

**Approval is sought for a temporary change to the following noncredit course(s)  
effective Term III 2009-2010:**

**PSP0621** ~~Trust Funded 40 Hours~~ **Managing and Communicating  
with Mentally Ill Offenders (#1516)**

Fee: \$458.20 \$490.40

Reason: Contractual instructor fee and proprietary curriculum.

**PSP0704** ~~Criminal Justice In-Service 40 Hours~~ **Jujutsu Standing  
Capturing Skills (#1518)**

Fee: \$458.20 \$619.20

Reason: Contractual instructor fee and proprietary curriculum.

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

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**2009-2010 Study Abroad Programs**

**Approval is sought by the International Programs office to offer the following study abroad program, subject to the International Programs department's finalization of details:**

1. **Japan** is for College of Education students and traditional two-year students wishing to take Information and Communication Technology and/or International Perspectives in Education classes abroad. During this 10-day program, students will visit the cities of Kyoto and Saga and collaborate with Saga University to develop an appreciation for diverse cultures.

Thomas E. Furlong, Jr., President, and Anne M. Cooper, Senior Vice President, Academic and Student Affairs, recommend approval.

fmj0120101

Board Material Relating to  
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**BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE**

**Proposed Instructional Calendar for 2010-2011**

**Authorization is sought for approval of the attached instructional calendar for 2010-2011.**

The proposed calendar was developed considering State Board Rules and Calendar Committee guidelines. It was approved by the Calendar Committee and the President's Cabinet.

F.A.C. 6A-10.019, Required Annual Calendar for Schools and Colleges, defines common calendars for colleges and universities, requires the following common starting dates:

- (a) The first three (3) weekdays after August 22;
- (b) The first three (3) weekdays after January 4;
- (c) The first three (3) weekdays after May 5.

The proposed calendar meets the starting date guidelines for Term I with a starting date of Monday, August 23, 2010.

The College will seek approval for a late exception to begin Term II classes on Monday, January 10, 2011 and to begin Term III classes on Monday, May 16, 2011. By starting Term II and III later, we will have a full week for student advising, registration and financial activity.

Thomas E. Furlong, Jr., President; Anne Cooper, Senior Vice President for Academic and Student Affairs; and Tonjua Williams, Vice President for Academic and Student Affairs, recommend approval.

Attachment

mr0122102



**ST. PETERSBURG COLLEGE  
2010-2011 INSTRUCTIONAL CALENDAR**

**TRADITIONAL TERM**

<b>2010</b>	<b>TERM 1</b>	<b>COMMENTS</b>
Aug. 19-20	Faculty Planning Days	
Aug. 21	General Registration	

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<b>Aug. 23</b>	<b>Classes Begin</b>
Sept. 6	Labor Day Holiday
Oct. 26	Faculty Professional Development Day
Nov. 11	Veterans Day Holiday
Nov. 22-26	Thanksgiving Holiday and Break
Dec. 10	Classes End
Dec. 13-16	Exam Days
Dec. 17	Grades Due
Dec. 18	Commencement

<b>2011</b>	<b>TERM II</b>	<b>COMMENTS</b>
Jan. 7	Faculty Planning Day	
Jan. 8	General Registration	
<b>Jan. 10</b>	<b>Classes Begin</b>	Requested exception – late start
Jan. 17	Martin Luther King, Jr. Holiday	
March 6-12	Faculty/Student Spring Break	
April 22-24	Spring Holiday	
April 29	Classes End	
May 2-May 5	Exam Days	
May 6	Grades Due	
May 8,9, or 10	Commencement	

<b>2011</b>	<b>TERM III</b>	<b>COMMENTS</b>
May 16	General Registration	
May 16	Faculty Return	
<b>May 16</b>	<b>Classes Begin</b>	Requested exception – late start
May 30	Memorial Day Holiday	
July 4	Independence Day Holiday	
July 19	Classes End	
July 20-21	Exam Days	
July 22	Grades Due	
July 23	Commencement	

**NON-TRADITIONAL TERMS (e.g., Express (6 – 10 weeks), Modmester (8 weeks I & II))**

<b>FORMAT</b>	<b>SCHEDULING</b>	<b>COMMENTS</b>
Express Sessions	1 session each in Terms I & II 1 session in Term III	10 weeks each term 6 weeks Term III
Flexible Learning	Begin/end different times in term	Fully online, blended
Modmesters	2 sessions each in Terms I & II	1 <sup>st</sup> 8 weeks/2 <sup>nd</sup> 8 weeks

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1 session in Term III

1<sup>st</sup> 8 weeks

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1-22-10

**State's Time Period:**

Unless an exception is granted by the Department of Education, as appropriate, three (3) common entry periods shall be established so that the first day of classes will fall within each of the three (3) periods listed below:

**1. The first three (3) weekdays after August 22.**

We want to start on August 23, which means we are in the timeframe.

**2. The first three (3) weekdays after January 4.**

We want to start on January 10, which means we will have to ask for a Late Exception of 1 day.

**3. The first three (3) weekdays after May 5.**

We want to start on May 16, which means we will have to ask for a Late Exception of 4 days.

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**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**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 following:**

- (1) SPC Foundation, Inc. February 9, 2010 submission to the State for the Dr. Philip Benjamin Matching Program for Community Colleges;



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(2) Facility Enhancement Challenge Grant Program, submission to the State February 8, 2010.

This includes all “eligible cash contributions that were previously unmatched by the State.”

Please see attached certifications.

Thomas E. Furlong, Jr., President, and Paul J. Hanna, Executive Director of Development, recommend approval.

**Attachments**

eq0204101

COLLEGE: St. Petersburg College Foundation, Inc.  
2010-2011 PRIVATE CONTRIBUTIONS FOR MATCHING PURPOSES  
FINAL PRIVATE CONTRIBUTIONS (AS OF FEBRUARY 1, 2010)

As required by 1011.85, Florida Statutes, the following are the final amounts by program of private contributions requested to be matched by state dollars. These contributions, which are aligned with the mission of the college and certified by the college board of trustees, were received and deposited as assets of the foundation as of February 1, 2010. The funds have not been matched from previous state appropriations. Please include these amounts in the appropriation request for 2010-2011.

**DR. PHILIP BENJAMIN MATCHING PROGRAM**

	1	2	3	4	5
USE	ELIGIBLE CASH CONTRIBUTIONS PREVIOUSLY UNMATCHED BY THE STATE (Prior to 2/2/2009 )	NEW CONTRIBUTIONS RECEIVED 2/2/2009 - 2/1/2010	TOTAL FINAL PRIVATE CONTRIBUTIONS RECEIVED BY 2/1/2010	STATE MATCH MULTIPLIER	2010-2011 STATE MATCHING FUND REQUEST
1 Scholarship Matching (100%)	1,657,617	871,991	\$2,529,608	1	\$2,529,608
2 Other Eligible Uses (40/60%)	1,431,036	367,130	\$1,798,166	2/3	\$1,198,777
3 First Generation in College Scholarships (100%) <sup>1</sup>	0	0	\$0	1	\$0
<b>TOTAL</b>	<b>\$3,088,653</b>	<b>\$1,239,120</b>	<b>\$4,327,773</b>		<b>\$3,728,385</b>

\*Please use whole dollars. Cents will not be requested for matching.

NOTE: Row 3 is not the equivalent of the First Generation Matching Program (FGMP) administered by the Office of Student Financial Assistance. Do not include FGMP amounts nor amounts previously designated as Philip Benjamin contributions subsequently used to fund FGMP.

Certified by Board of Trustees:  
The information provided above is accurate according to college records. The above uses are 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 matching funds in their annual audit, if these contributions are matched with state appropriations.

*Thomas E. Furlong, Jr.*  
President (as Secretary of the Board)

To Be Approved at Meeting  
on February 23, 2010  
Date of Board Meeting

Please complete and return this form by close of business on February 9, 2010 to:  
Florida College System Office of Budget and Financial Services, 325 West Gaines Street, Suite 1224, Tallahassee, Florida, 32399-0400  
Note: Forms may be faxed to (850) 245-9393 or emailed to [collegereporting@fldoe.org](mailto:collegereporting@fldoe.org). In addition to faxed or emailed transmissions, all colleges must submit an original form bearing the President's signature.

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

FACILITY ENHANCEMENT CHALLENGE GRANT PROGRAM  
LEGISLATIVE BUDGET REQUEST FOR 2009-2010  
SCHEDULE FECGP-B

COLLEGE NAME: St. Petersburg College

In accordance with Section 1011.32 (4) Florida Statutes, both the direct-support organization and the community college must certify that the matching funds are collected and properly deposited. This form is to be used to certify that the matching funds for the below named project(s) have been received and deposited in the amount indicated in a "separate capital facilities matching account" set up for the project(s) in the direct-support organization as of **February 1, 2010**.

FACILITY ENHANCEMENT CHALLENGE GRANT PROGRAM

<u>PROJECT(S) NAME</u>	<u>AMOUNT RECEIVED AND DEPOSITED</u>
<u>Renovate/Remodel Orthotics &amp; Prosthetics Building, Site Improvements, Health Education Center</u>	\$ <u>8,450.00</u>
<u>Renovate/Remodel Palladium Building, Site Improvements, St. Petersburg/Gibbs Campus</u>	\$ <u>300.00</u>
<u>Renovate/Remodel District Office Building, Site Improvements, EpiCenter</u>	\$ <u>10,000.00</u>
<u>Renovate/Remodel Student Services Building, Site Improvements, St. Petersburg/Gibbs Campus</u>	\$ <u>26,500.00</u>
<u>Renovate/Remodel Annex 2 Building, Site Improvements, EpiCenter</u>	\$ <u>2,000,000.00</u>
<u>Natural Habitat Park and Site Improvements, Seminole Campus</u>	\$ <u>100,000.00</u>

This is to certify that the information provided above is accurate according to the direct-support organization and the college records.

*St. Petersburgs Foundation Inc.*

By: Paul J. Hamer, Exec. Director 1/27/10  
Direct-Support Organization Director Date

Thomas E. Furlong Sr. 1/27/10  
College President Date

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Board Material Relating to  
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**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE**

**Lumina Foundation for Education  
Achieving the Dream: Community Colleges Count (AtD)**

**Approval is sought to submit a Request for Proposal (RFP) for *Achieving the Dream: Community Colleges Count (AtD)* grant proposal to the Lumina Foundation of Education, a multi-year national initiative that helps community college students succeed.** The initiative is particularly concerned about student groups that have traditionally faced significant barriers to success, including students of color and low-income students. The Lumina Foundation selects community colleges for the opportunity to advance research, practice, and raise public knowledge about the importance of educational opportunities for low-income and minority students.

*Achieving the Dream* seeks to help more students earn postsecondary credentials, including occupational certificates and degrees, by working with institutions to improve student progression. The objective is to help more students (1) successfully complete remedial or developmental instruction and advance to credit-bearing courses, (2) enroll in and successfully complete the initial college-level or gatekeeper courses in subjects such as math and English, (3) complete the courses they take with a grade of "C" or better, (4) persist from one term to the next, and (5) earn a certificate or associate's degree.

St. Petersburg College continues to focus on the same goals as the Lumina Foundation to improve student success in completion of development courses and entrance and completion of college-level coursework toward degree completion. For the purpose of this RFP, focus will be placed on developmental math, reading and writing. Supporting strategies will be the improved use of data, advising, student support services, monitoring the success of gate-keeper courses, curriculum and student engagement, faculty development, and K-14 best practices. With the support of this grant, if awarded, SPC can further strengthen and incorporate new strategies and best practices for student success in the area of developmental education with improved use of data for decision-making college-wide.

Thomas E. Furlong, Jr., President; Tonjua Williams, Vice President, Academic & Student Affairs; and Linda L. Hogans, Director, Office of Special Programs, recommend approval.

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

A RESOLUTION OF THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE TO COMMIT THEIR SUPPORT FOR THE SUBMISSION OF A REQUEST FOR PROPOSAL TO THE LUMINA FOUNDATION OF EDUCATION REGARDING THE LUMINA FOUNDATION'S ACHIEVING THE DREAM: COMMUNITY COLLEGES COUNT GRANT.

WHEREAS, the Board of Trustees of St. Petersburg College (the "Board"), the governing body of St. Petersburg College ("College"), constitutes a corporate body of the State of Florida by virtue of Section 1001.63, Florida Statutes, and other applicable provisions of law; and

WHEREAS, the Lumina Foundation selects community colleges for the opportunity to advance research, practice, and raise public knowledge about the importance of educational opportunities for low-income and minority students; and

WHEREAS, the Board is in support of the intended outcomes of the Achieving the Dream national initiative to promote public awareness, public will, and public policy in the interest of low-income and minority students; and

WHEREAS, the Board desires to partner with the Lumina Foundation to address the need for providing educational opportunities to low-income and minority students; and

WHEREAS, the Board recognizes that the College, in submitting a request for proposal to participate, agrees to cooperate fully with participation in a national data base, a comprehensive evaluation, and work closely with the appointed Achieving the Dream team, subject to the extent and limitations provided by applicable law on the College's ability to cooperate and participate with the same; and

WHEREAS, the Board encourages College staff to renew its service commitment to low-income and minority students through the proposal to participate, and fully endorses this effort by College staff.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE,

1. The Board authorizes the College to submit a request for proposal to the Achieving the Dream: Community Colleges Count.
2. The College will appoint a core team, data team, and invite internal and external groups to establish priority actions during the first year of the grant award.
3. The provisions of their resolution shall take effect immediately upon its passage and shall be recorded in the minutes of the Board of Trustees.

PROPOSED, PRESENTED, AND PASSED BY THE Board this \_\_\_\_ day of \_\_\_\_ 2010.

ATTEST

BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE

\_\_\_\_\_  
Thomas E. Furlong, Jr.  
President and  
Secretary of Board

\_\_\_\_\_  
Terrence E. Brett  
Chairman

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

Board Material Relating to  
Agenda Item IX-M  
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**BOARD OF TRUSTEES  
ST. PETERSBURG COLLEGE  
Strategic Directions**

**Approval is sought of the following 2010-2011 Institutional Initiatives:**

**St. Petersburg College  
2009-2012 College Goals  
2010-2011 Institutional Initiatives**

The mission of St. Petersburg College is to provide accessible, learner-centered education for students pursuing selected baccalaureate degrees, associate degrees, technical certificates, applied technology diplomas and continuing education within our service area and globally, while retaining leadership as a comprehensive, sustainable, multi-campus postsecondary institution and as a creative partner with students, communities, and other educational institutions to deliver rich learning experiences and to promote economic and workforce development.

<b>Goal I</b>
Expand student access to baccalaureate programs, bachelor's degrees, graduate degrees, and careers; as well as prepare lower division students for successful transfer into baccalaureate programs through the associate in arts and articulated associate in science degree programs.
<b>Institutional Initiatives:</b>
Develop and implement new academic programs/program tracks in high-demand areas in response to workplace and student demands
Continue the development of the Honors College in order to achieve increases in the number of students enrolled in the Honors College.
Expand marketing of programs college-wide and activities to the community to achieve enrollment growth objectives for College programming and to showcase business development services as well as other academic credit and noncredit programs.
<b>Goal II</b>

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Maintain the “open door” by providing opportunities for under-prepared students to achieve college entry-level skills through college preparatory programs and services;
<b>Institutional Initiatives:</b>
Improve the year-over-year success rate of academically under-prepared students through the development, implementation, and evaluation of successful intervention strategies. The new <del>Developmental Education</del> <u>Student Success</u> committee will serve as the primary conduit for this initiative.
Achieve state accountability results equal to or exceeding the Florida Community College System (FCCS) mean for similar Colleges with particular emphasis on college preparatory math results.
Increase the percentage of recent minority high school graduates attending college.
<b>Goal III</b>
Promote the community’s economic and cultural development with noncredit programs, continuing education lifelong learning, and targeted partnerships and leadership initiatives;
<b>Institutional Initiatives:</b>
Expand outreach to new students and business clientele for the use of Non-Credit Continuing Education Programs, including the Collaborative Labs, with the goal of making them financially self-sustaining.
Develop new strategies for providing and private funding for the College's Cultural Operations, such as the Palladium, Leepa-Rattner, FIM, and other related partnerships and initiatives, with the goal of making them financially self-sustaining.
Continue to promote SPC as a cultural center of the community through development of new partnerships and initiatives.
<b>Goal IV</b>
Contribute to the international education of students by providing opportunities that encourage global awareness and perspectives;
<b>Institutional Initiatives:</b>
Continue to develop and implement strategies to support international students who wish to study at SPC; <u>That are consistent with the recommendations in the SPC Center for International Education Strategic Plan</u>
Continue to develop and implement strategies to expand study abroad program offerings (including faculty exchanges, internships, and sister college relationships), and partnerships with other institutions, agencies, consortia, and governments. <u>That are consistent with the recommendations in the SPC Center for International Education Strategic Plan</u>
<b>Goal V</b>
Provide challenging educational opportunities for area high school students through dual enrollment, charter school and similar programs;

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**Institutional Initiatives:**

Expand outreach to county high schools, private high schools, and home school students in an effort to increase the number of students making the transition from high school to college through Dual Credit and Early Admissions programs.

**Goal VI**

Promote student learning and maximize opportunities for student success by enhancing services delivered by student affairs staff;

**Institutional Initiatives:**

Continue to identify and implement improvements in career counseling and employment services, online career center and other initiatives.

Develop strategies for refining the operations and outcomes of the My Answer Place One-Stop Centers.

Develop plans for complying with the Higher Education Act and other internal compliance control issues.

**Goal VII**

Provide a diverse student body with innovative teaching and learning technologies in various instructional modalities;

**Institutional Initiatives:**

~~Expand and improve the Male Outreach Initiative as well as other programs to enhance the diversity of the student population. (June 30, 2010) (Reevaluating this objective)~~

Continue the critical thinking initiative to conclude the work with the first four programs, as well as continuation of the Critical Thinking Academy, academic roundtables and other activities included in the QEP.

**Goal VIII**

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

**Institutional Initiatives:**

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.

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

Develop dynamic web services to improve customer service and student satisfaction for students, employees, alumni and donors.

Use 2009-2010 campus financial analysis data to recommend, gain approval, and implement transformations to campus education programs and services, program administrations, and costs.

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Continue to upgrade campus technology infrastructure systems and equipment to allow continued enhancements and expand the functionality of the PeopleSoft HR/Payroll, Finance and Student Systems to enhance end user productivity, efficiency and employee self service.

Refine the College's Emergency Preparedness Plan and conduct tabletop exercises and drills for continued enhancement.

~~Complete the implementation of the end of year budget analysis strategies and integrate all fund categories into the budget planning process (student activities, BA Programs, SPD etc.) and to plan for potential revenue reductions. (June 30, 2010) (Completed)~~

**Goal IX**

Recruit and develop an outstanding, diverse faculty and staff;

**Institutional Initiatives:**

Implement the work force diversification strategies as outlined in the college's equity plan. (June 30, 2010)

Implement training initiatives for faculty and staff to use available and emerging technologies for more efficient business processes and productivity improvement. (June 30, 2010)

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. (June 30, 2010)

**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 Initiatives:**

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. (June 30, 2010)

Achieve improvement in the customer satisfaction rating on the Enrolled Student Survey to achieve a minimum level of 5 on a scale of 7 and conduct follow-up evaluation on those areas of greatest need. (June 30, 2010)

Evaluate fundraising efforts and develop strategies to manage current fund investment risk and seek ways to creatively increase opportunities/giving. (June 30, 2010)

Initiate implementation of phase 1 of the selected business intelligence software solutions, including predictive analytics, with particular emphasis on improving institutional effectiveness, student tracking, and assessment of student learning outcomes. (June 30, 2010)



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<p><del>Integrate the</del> <u>Implement the</u> Administrative and Professional <u>unit and</u> performance planning and evaluation <del>into the unit plan/budget process</del> (as the tool for linking unit/individual objectives to the Strategic Directions) <del>and simplify/expedite the development</del> and outcomes assessment (end of year reporting) process. (June 30, 2010)</p>
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<p>Develop and expand enrollment management external and internal marketing and recruitment plans. (June 30, 2010)</p>
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<p>Maintain a fiscally sound budget consistent with economic challenges while evaluating all areas of operation, such as productivity, organizational structure, and program viability. (June 30, 2010)</p>
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Thomas E. Furlong, Jr., President, and the President's Cabinet recommend approval.

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**10-050.** Under Item IX-X, Other Business, President Furlong called upon Dr. Tonjua Williams, Vice President of Academic & Student Affairs, who provided an overview of the College's financial aid system and introduced Mr. Michael Bennett, Associate Vice President of Financial Assistance Services, highlighting the many changes that have taken place under his leadership in providing quality services and effective communication to students.

Mr. Bennett shared a presentation on Financial Aid with the Board, noting a few changes made since the version distributed through the Board packets. (Presentation items are included as **Attachment B – 10-050.**) He shared specific information regarding St. Petersburg College's delivery of financial assistance to its students, as well as information on financial aid programs and processes in general. Mr. Burke thanked the staff for a magnificent and very comprehensive presentation.

Mr. Bennett responded to several questions from Mr. Burke in regard to (1) varying default rates among community colleges; (2) penalties to the College if a student defaults on their loan; (3) the difference between subsidized and unsubsidized loans; (4) the availability of counseling to assist students in avoiding default; and (5) FASFA Fest. In addition, Dr. Williams noted the anticipated hours of the Call Center, a new initiative not yet fully operational.

Mr. Burke applauded the efforts with the self-serve function and the online Q&A. He commented on a program he attended whereby he learned Connecticut tried a statewide Call Center rather than each college having its own. He suggested possibly considering this option in the future, or a Call Center with a consortium of nearby community colleges.

In follow-up to his attendance at one of the campus textbook forums, Mr. Burke sought feedback from Dr. Williams on offering financial aid students alternative methods to obtaining books at a lower cost since they are often purchased prior to their funds becoming available. Dr. Williams responded that Follett offers a "line of credit" in its agreement with the

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College and is willing to take the risk with the advance, unlike other options for book purchases. Mr. Burke suggested that the SPC Dollars for Scholars thrift store consider a book loan program for students.

Mr. Gibbons commented that although he fully supports the self-service option for students, most come to the campus seeking face-to-face help, which presents a need for more staff in the field. He added that the community is confused by the Direct Lending program and the requirement for adults to provide a co-signer. Dr. Williams responded that the co-signer is no longer a requirement, as the process can now be done electronically, allowing for approximately 60 days for payback. Mr. Gibbons further commented that the varying default rate among community colleges is probably directly related to where the colleges are located and how many students are in remediation.

Mr. Bennett introduced Mr. Todd Smith, Director of Financial Assistance Services, and thanked him and all the staff for their efforts toward improving financial aid delivery at St. Petersburg College.

Mr. Gibbons asked if there is a plan in place to bring forward to the president and the Board that ensures students' needs are being met. Dr. Williams responded that the entire Student Affairs department is currently being reviewed for gaps and will be presented to President's Cabinet prior to coming to the Board.

President Furlong noted that the WorkNet Short-Term Employment Program approved by the Board in January should provide several OPS staff to assist in financial aid. He stated he has asked Dr. Williams to put together a list of non-recurring needs for student services in general that may be addressed from the auxiliary budget. He said the 2010-2011 budget will also address financial aid needs.

**10-051.** Chairman Brett thanked all who were involved in putting together and hosting the recent textbook workshops, which he said were very impressive and effective. He noted he attended the forum at the St. Petersburg/Gibbs Campus, and he and Mr. Burke attended the forum at the Seminole Campus. He reported on his experience and said he hopes that when the workshops are completed, the Board would reconvene and come up with some hard answers and good direction as to how to move forward.

**10-052.** President Furlong commended the legal office, particularly Ms. Pam Smith, Legal Services Coordinator, for putting together the College's EA/EO Report that came back from the Department of Education with a commendation. He also recognized Ms. Patty Jones, Vice President of Human Resources & Public Affairs, Ms. Gardner, and others who contributed to the Report.

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**10-053.** The president provided an update on efforts involving Haiti, noting further discussion would take place at a future meeting. He noted the two parts of this initiative, one being short-term through student response to the earthquake, which he said Dr. Williams has done a great job of taking the lead on with the Governor's office, and the second being the long-term, previous project that Dr. Cooper and Rep. Janet Long are working on, which involves about a third less effort than the original plan and relates to the College's mission in terms of academics.

**10-054.** The Board confirmed its next meeting scheduled for Tuesday, March 16, 2010, 8:30 a.m., at the SPC Midtown Center.

**10-055.** Having no further business to come before the Board, Chairman Brett adjourned the meeting at 10:40 a.m.

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**Thomas E. Furlong, Jr.**

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

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**Terrence E. Brett**

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