

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

The Board of Trustees of St. Petersburg College met on Tuesday, August 17, 2010 at the St. Petersburg College Seminole Campus (UP 303), 9200 – 113th Street N., Seminole, Florida. The following Board members were present: Chairman Kenneth P. Burke, Vice Chairman Terrence E. Brett, Evelyn M. Bilirakis, Deveron M. Gibbons and W. Richard Johnston. Also present was William D. Law, Jr., President of St. Petersburg College and Secretary to the Board of Trustees, and Joseph H. Lang, Board Attorney.

10-209. In accordance with the Administrative Procedure Act, the following Agenda was prepared:

AGENDA

**ST. PETERSBURG COLLEGE BOARD OF TRUSTEES
TUESDAY, AUGUST 17, 2010**

**SEMINOLE CAMPUS
9200 – 113 STREET NORTH (UP 303)
SEMINOLE, FLORIDA**

SPECIAL MEETING: 8:30 A.M.

**Tour of Natural Habitat Park and Environmental Center
(Meet in UPC First Floor Lobby)**

I. CALL TO ORDER

- A. Invocation
- B. Pledge of Allegiance

II. COMMENTS

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

III. PRELIMINARY MATTERS

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- A. Presentation of Retirement Resolutions and Motion for Adoption
 - 1. Valerie L. Polansky, Medical Laboratory Technology, Health Education Center

- B. Recognitions/Announcements. **NONE**

IV. REVIEW AND APPROVAL OF MINUTES

Board of Trustees' Meeting of July 22, 2010

V. MONTHLY REPORTS

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

VI. OLD BUSINESS (items previously considered but not finalized). NONE

VII. NEW BUSINESS

- A. BIDS, EXPENDITURES AND CONTRACTS (through Purchasing). **NONE**
- B. OTHER EXPENDITURES AND CONTRACTS
 - 1. Microsoft Licensing, GP—Campus Agreement
- C. GRANTS/RESTRICTED FUNDS CONTRACTS
 - 1. Application/Acceptance
 - a. Pinellas County Emergency Medical Services Authority—Continuing Medical Education
 - b. Florida Education Fund for Higher Education—Center of Excellence Program
 - c. U.S. Department of Justice, Bureau of Justice—Congressionally Selected Award

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- d. U.S. Department of Justice, Office of Community Oriented Policing Services—Community Policing Podcasts and Outreach Efforts
- e. U.S. Department of Justice, Office of Community Oriented Policing Services—Community Policing Development: Ethics and Integrity—Use of Force and Community Perceptions Project
- f. U.S. Department of Justice, Office of Community Oriented Policing Services—COPS Emerging Issues Forums
- g. U.S. Department of Justice, Office of Community Oriented Policing Services—Community Policing Development: Open Category—COPS Response Series
- h. Rutherford Training Consultants—Online Course for Counter-Terrorism Awareness Workshop

2. Amendment(s). **NONE**

D. CAPITAL OUTLAY, MAINTENANCE, RENOVATION, AND CONSTRUCTION

- 1. Final Capital Improvement Program (CIP) for FY 2011-2012 through 2015-2016
- 2. Selection for Construction Manager at Risk Services, Ethics and Social Science Building, Clearwater Campus
- 3. Second 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)
- 4. Review of Phase III Construction Documents, Project 597-D-10-5, Remodel/Renovate for Classrooms/Labs (College of Education), Olympia Building, Tarpon Springs Campus
- 5. Certificate of Final Inspection and Release of Final Payment, Project 1707-Q-06-4, Natural Habitat Park and Site Improvement, Seminole Campus

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E. AGENCY BILLINGS. **NONE**

F. PERSONNEL

1. Personnel Report

2. Vision Plan

G. PROPOSED CHANGES TO BOT RULES MANUAL – Public Hearing

- Rule 6Hx23-4.32 General Education Requirements for Associate Degree Programs

H. CURRICULUM

1. Credit Curriculum

2. Noncredit Curriculum

I. STUDENT TUITION AND FEES REPORT

J. FINANCIAL REPORT AND UPDATE (information)

K. E-CAMPUS PRESENTATION (Olliver, Cooper, Westergard)*

L. FALL SEMESTER ENROLLMENT OVERVIEW (information)*

1. Who's Here?

VIII. PRESIDENT'S REPORT

IX. FUTURE AGENDA ITEMS

X. NEXT MEETING DATE AND SITE

Tuesday, September 21, 2010, 8:30 a.m., EpiCenter

XI. ADJOURNMENT

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If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting Tuesday, August 17, 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**

10-210. Prior to convening the meeting, the Board participated in a tour of Seminole Campus' new Natural Habitat Park and Environmental Center, led by Provost James Olliver. The Board thanked Dr. Olliver and his staff for the opportunity to experience first-hand this new addition to the Campus.

10-211. The meeting was officially convened by the chairman at 9:05 a.m. The invocation was given by Mr. Gibbons and was immediately followed by the Pledge of Allegiance.

10-212. Dr. Law recommended adoption of a retirement resolution for Valerie L. Polansky, Medical Laboratory Technology, Health Education Center. Ms. Polansky was in attendance and, joined by colleagues, received her resolution as presented by Chairman Burke and President Law. Mr. Johnston moved to adopt the resolution. Mr. Gibbons seconded the motion. Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Burke voted aye; Mr. Brett voted aye; and Mrs. Bilirakis voted aye. Motion carried.

10-213. Opportunity was given for comments from the Board Chair, Board Members and the President.

Chairman Burke commended President Law and his staff for a superb summer graduation ceremony, the first with him as president. He reported on a recently attended AACC Board meeting from which he highlighted that the national focus is currently on student completion, which could greatly affect future funding. He stated that community colleges are the access and success point for higher education, often through recognition of a measurable accomplishment, and he encouraged the Board to be proactive in ensuring the success of SPC's students through completion of goals.

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Mr. Burke further announced that SPC has been awarded ACCT's Equity Award for the U.S. Southern Region, a Collegewide recognition, and will be presented with this award and be a finalist for the national award at the ACCT Annual Congress in October. He thanked those involved in this effort, specifically the Institutional Advancement team and Dr. Tonjua Williams, Vice President, Academic & Student Services. On behalf of the Board, Mr. Johnston commended Mr. Burke for his AACC/ACCT involvement and for his many connections that benefit this College.

Mr. Burke announced upcoming trustee activities as follows and encouraged trustee attendance: FACC Trustees Commission in Jacksonville, Nov. 18; Trustee days in Tallahassee, Feb. 2-3; and National Legislative Summit in Washington, DC, Feb. 13-16.

Chairman Burke distributed and read a letter addressed to Dr. Law on behalf of the Board recommending a policy for the naming of College buildings. He recommended recognizing the contributions of former President Carl Kuttler, Joseph Lang and Bill Hough, and further recommended a policy for naming SPC programs after individuals, such as has been done in the past. Mr. Gibbons suggested adding others to the recognition list who have significantly impacted the entire College, such as Cecil Keene, Doug Jamerson, Jade Moore and Mike Bilirakis. The Board fully concurred with the need to have a process and sought assistance from Dr. Law as to the criteria structure. Mr. Johnston asked that Dr. Law respond to the letter with recommendations for starting this process, agreeing to not set a specific time limit, but that it be considered a priority.

Mr. Gibbons reported on his recent visit to Tallahassee Community College (TCC) for the dedication of the Student Learning Center in honor of Dr. Law and agreed to share a copy of the program with the trustees. He spoke to the vision of Dr. Law in regard to the Student Learning Center and expressed appreciation for the opportunity to attend.

Mr. Gibbons further expressed appreciation to Dr. Williams and the Student Services staff for all their efforts in getting the school year started; Ms. Starla Metz for the success of the Collegiate High School; Dr. Olliver for the Habitat Park tour; Ms. Yvonne Ulmer for the record attendance at the Downtown/Midtown Centers; and Ms. Kim Corry, Staff Assistant to the Board, for Board support and a successful summer graduation ceremony.

Mr. Johnston reported on a glitch in the College system which has resulted in his receipt of calls from students and parents who are unsure of their scholarships and are being notified they are being dropped if payment is not received. He sought better coordination to keep this from happening. President Law requested time to acquaint himself with the problem and noted that efforts are being made through communication with the Foundation, Financial Aid and Student Services to ensure all are on the same page and students are not dropped, specifically in the area of scholarships. He agreed that communication with students needs to be tightened. Mr. Gibbons commended Dr. Williams' office staff for their expertise in following up with students he has referred and for successfully handling the situations. He encouraged others to take advantage of this expertise. President Law thanked the trustees for their input and agreed to

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report back. He noted the September Board meeting would include a special presentation on student flow and commended staff for handling this effort thus far.

Mr. Brett expressed appreciation to the College's faculty and administration, noting he has talked with President Law, who has commended all this team is doing. He reiterated Ms. Polansky's retiring comments about SPC being a family that is hard to leave and said he would hope all staff would share those same feelings. He commended staff for a successful graduation ceremony, which he said was better than that of Florida State, and he thanked Mr. Gibbons for attending the TCC building dedication on behalf of the Board.

Mrs. Bilirakis congratulated Dr. Law on the TCC tribute and expressed appreciation for his SPC presidency.

Mr. Burke encouraged trustees to attend the Fall Faculty event this Thursday. In addition, he acknowledged the recent passing of Mr. Paul Hanna, former executive director of the SPC Foundation and Alumni Association, and shared about his life as reflected at the memorial service. Mr. Johnston thanked those who attended and expressed his privilege to serve on the SPC Foundation Board alongside Mr. Hanna. Chairman Burke called for a moment of silence, which was followed by a short prayer.

President Law announced the awarding of an 8-year accreditation (the maximum allowable) by the Joint Review Committee on Education in Radiologic Technology for SPC's associate degree radiography program, which follows its initial 3-year accreditation. He thanked all those involved in this effort.

Dr. Law reported that SPC adjunct James Angle of the Palm Harbor Fire Department has been named the 2010 Florida Fire Chief of the Year. He expressed pride in Chief Angle's recognition.

The president recognized Mr. J.C. Brock and his team, in addition to Rep. Janet Long and Sen. Dennis Jones, for their focus in the Legislature on funding for Homeland Security programs at the Allstate Center. Dr. Law said he has met with U.S. Sen. George LeMieux and U.S. Rep. Kathy Castor regarding appropriations for the Allstate Center and is scheduled to meet next week with U.S. Rep. Gus Bilirakis, all in response to Congressman C.W. Bill Young's direction to broaden our understanding of the value of these programs.

In coordination with Mr. Burke, Dr. Law distributed "Democracy's Colleges: Call to Action," which outlines a series of principles that commit community colleges to student success, completion and more refined outcomes-related orientation. He suggested that trustees go on record as supportive of this effort as he feels it is in line with SPC's focus on and demand for quality. Mrs. Bilirakis moved to adopt the Call to Action. Mr. Gibbons seconded the motion. Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Burke voted aye; Mr. Brett voted aye; and Mrs. Bilirakis voted aye. The motion carried with the understanding that opportunity for further discussion could be provided at the next Board meeting.

Information regarding this item is as follows:

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KEN BURKE

CLERK OF THE CIRCUIT COURT — PINELLAS COUNTY, FLORIDA

Clerk of the County Court
Recorder of Deeds
Clerk and Accountant of the Board of County Commissioners
Custodian of County Funds
County Auditor
Clerk of the Water and Navigation Control Authority

315 Court Street
Clearwater, FL 33756-5165
Telephone: (727) 464-3341
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kburke@pinellascounty.org
www.pinellasclerk.org

August 10, 2010

Dr. William D. Law, Jr.
President
St. Petersburg College
P.O. Box 13489
St. Petersburg, FL 33733-3489

Dear Dr. Law:

It would be appreciated if you would develop a recommendation to the board on a policy for the naming of buildings at our college.

Throughout its history, St. Petersburg College has recognized persons who have made significant contributions to the college, through generous donations or enduring leadership. We have, indeed, recognized a list of individuals and corporate donors who bring great honor and pride to our college:

Health Center – Caruth
O&P Building – Bankers Insurance
College of Education (Tarpon) – Bilirakis Family
Student Center (Allstate) – Andy Hines
EpiCenter – Dr. Don Sullivan
UPC (Seminole) – Congressman Bill Young
Seminole Campus/ Community Library – Dennis Jones
Administration Building (St. Pete/Gibbs) – James Hendry
Technical Building (St. Pete/Gibbs) – Richard Johnston
Social Arts Building (St. Pete/Gibbs) – Phillip Benjamin
Ethics Building – Thomas Gregory

In addition to these recognitions, the college has honored the service of its presidents:

- The college decided upon Dr. Michael Bennett's retirement to honor him by naming each of the college libraries in his honor. Since that time we have entered into joint use agreements with St. Petersburg and Seminole for libraries. The library in Seminole is clearly named for Senator Dennis Jones. A review of how Dr. Bennett is being honored would be appreciated.
- The college honored our first president, Dr. Lynch, by naming the auditorium at the St. Pete/Gibbs campus in his honor. The Lynch Auditorium has gone through extensive renovations, including the installation of a world-class organ. A review of how this facility is identified would be appreciated.

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Dr. William D. Law, Jr.

August 10, 2010

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At present, there are several individuals whose contributions, I believe, should be recognized in the tradition of St. Petersburg College:

- Dr. Carl Kuttler has made a very significant contribution to the college during his over three decades of leadership. How would it be best to honor Dr. Kuttler at the college by a naming testimony?
- There was a building on the St. Pete/Gibbs Campus that was named for Joseph Lang. The building was destroyed to make room for the new library. How should Mr. Lang's extensive service to the college and the state system be memorialized by the college?
- Bill Hough made a substantial contribution to the college for the downtown center. Has consideration been given to honor him by a naming feature?

As part of your review and recommendation, I would ask that you address the following items:

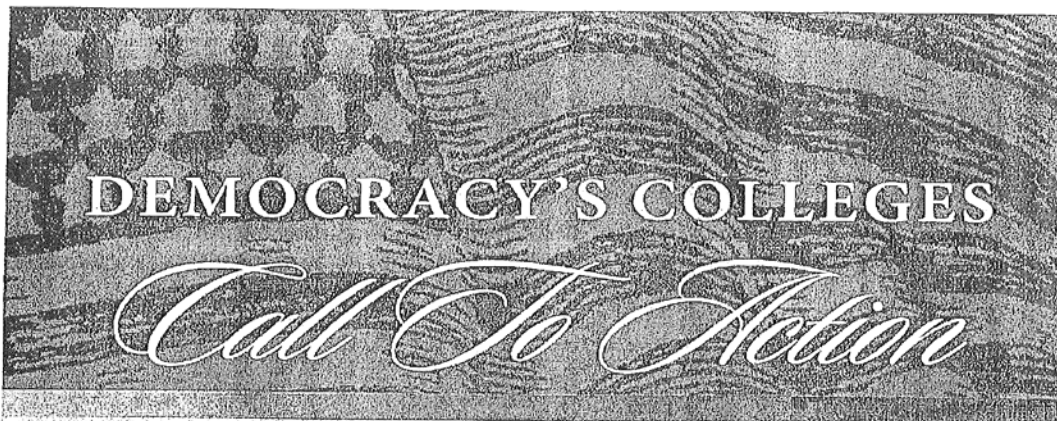
- What is the proper way to indicate a building is named in honor of someone?
- What lettering should be placed on the building and what should college maps indicate?

Your review of this matter and recommendation for a consistent policy would be greatly appreciated.

Very truly yours,



Ken Burke



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We, the leaders of national organizations that represent and serve America's 1,200 community colleges, recognize and celebrate the colleges' central role in ensuring an educated U.S. citizenry and a globally competitive workforce. We affirm the need for a dramatic increase in the number of Americans with postsecondary degrees and certifications to fulfill critical state and national goals. With the "completion agenda" as a national imperative, community colleges have an obligation to meet the challenge while holding firmly to traditional values of access, opportunity, and quality.

WE BELIEVE

- ▶ We believe the student success and completion agenda is the future of community colleges.
- ▶ We believe that completion matters and that every student counts.
- ▶ We believe in every student's potential and responsibility to succeed, and that an engaged student is more likely to persist in college.
- ▶ We believe the open door must not be a revolving door, and that institutions must take responsibility for student success.
- ▶ We believe that community colleges are gateways to the middle class and beyond for millions of Americans.
- ▶ We believe that community colleges are an invaluable economic engine driving the nation toward renewed and sustained economic prosperity.
- ▶ We believe there are thousands of talented and committed people working "heart and soul" in community colleges who are ready to take on leadership roles.


WE COMMIT


- ▶ We commit to a change in institutional culture, from emphasis on access only to emphasis on access and success.
- ▶ We commit to courageous conversations and openness regarding diversity, equity, and evidence reflecting student success and institutional performance.
- ▶ We commit, while increasing success rates for all students, to eliminating the attainment gaps that separate student groups on the basis of race, ethnicity and family income.
- ▶ We commit to acting on facts to make positive changes in the interest of student success and college completion.
- ▶ We commit to promoting faculty and staff development focused on evidence-based educational practice.
- ▶ We commit to providing development opportunities, for college CEOs, trustees and future college leaders, to build leadership for student success.

WE ASK


- ▶ We ask every community college president, trustee, administrator, faculty member, counselor, advisor, financial aid officer, staff member, and stakeholder to examine their current practices, to identify ways to help students understand the added value of degrees and certifications, and to help them progress toward their goals.
- ▶ We ask every student to help one other student succeed.
- ▶ We ask community members to support and work with their local colleges to help more students succeed.
- ▶ We ask elected officials to create the policy conditions that enable, support and reward community colleges in their work to strengthen student success.
- ▶ We ask every community college and community college stakeholder to join us by signing and sharing this commitment and call to action.

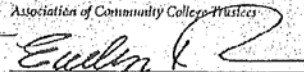
As organizations representing America's community colleges, we mutually commit and pledge to promote the development and implementation of policies, practices, and institutional cultures that will produce 50 percent more students with high quality degrees and certificates by 2020, while increasing access and quality. We call for leaders from every sector and constituency of every college to join us in this work. Our democracy needs every one of us.

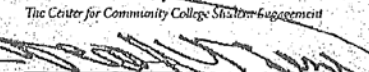

George R. Boggs, President and CEO
American Association of Community Colleges


J. Noah Brown, President and CEO
Association of Community College Trustees


Kay M. McClenney, Director
The Center for Community College Student Engagement


Gerardo de los Santos, President and CEO
League for Innovation in the Community College


Evelyn Waiwai, Director
National Institute for Staff & Organizational Development


Rod A. Risley, Executive Director
Phi Theta Kappa Honor Society



10-214. Under Monthly Reports, Chairman Brett requested a report of any new business from Board Attorney Lang, General Counsel Syd McKenzie, Provosts and Faculty Senate President. Both Mr. Lang and Mr. McKenzie stated they had nothing new to report.

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10-215. The minutes of the Special Meeting of the Board of Trustees of St. Petersburg College for July 22, 2010 were presented by the chairman and accepted as submitted.

10-216. Dr. Law initiated the Provost and Faculty Senate Reports, beginning with Dr. Karen Kaufman White, Provost, St. Petersburg/Gibbs Campus, who featured the West St. Petersburg Community Library at SPC and objectives.

Dr. Phil Nicotera, Provost, Health Education Center, featured the process for determining class size for health-related programs, per Board request at its last meeting. Mr. Burke initiated further discussion on the Nursing program, noting that the nursing shortage experienced a few years ago has since resulted in nurses finding placement difficult due to the poor economy and formerly trained nurses returning to work. Dr. Nicotera explained that job opportunities are available and are expected to slowly increase as the economy improves. He added that the College has entered into health-related partnerships that allow for program space and adjunct funding. Mr. Johnston commented he is pleased to see the College looking at projections, as the challenge remains to seek other resources for high-cost program enhancement due to a lack of adequate state funding. Chairman Burke applauded those in health care for their active involvement, stating SPC has done a great job in keeping up with the high-demand programs.

Dr. Stan Vittetoe, Provost, Clearwater Campus, featured the ASL/Sign Language Interpreting Program. He confirmed for Mr. Burke that the program receives partial funding from Carl Perkins funds. Mr. Gibbons spoke in regard to his involvement on the Board of the Blossom Montessori School for the Deaf at the request of U.S. Rep. Gus Bilirakis. He thanked Dr. Vittetoe for this much-needed program at his Campus and offered his support. Additionally, in follow-up to earlier comments made at the July Board meeting, Mr. Burke commended Dr. Vittetoe for his continued involvement in the community.

Mr. Burke sought assistance from Mr. Gibbons in regard to the College's fee waiver program for foster care kids and the ineligibility of those who "age-out" of the program at 18. He requested Mr. Gibbons work with President Law and show leadership in this area, on behalf of the Board, with the Legislature. He further suggested this issue be incorporated into the November legislative agenda for further discussion. Mr. Johnston suggested a policy be developed to address fee waivers for the "aged-out" foster care kids.

Dr. Maureen Mahoney, newly-named president of the Faculty Senate Executive Board, was welcomed by the Board, while outgoing president Earl Fratus was commended for his years of service in this position. Dr. Mahoney distributed an FGO informational card to the trustees and highlighted faculty's new leadership and new Constitution, as well as its streamlined proposal process, increased faculty participation, and new website, the latter of which she attributed to the efforts of Ms. Vicki Westergard, Executive Director of eCampus, Web and

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Instructional Technology, and Ms. Darlene Westberg, Faculty Senate Chair of the St. Petersburg/Gibbs Campus. Professor Daryl Schrader asked if part-time faculty have representation, to which Dr. Mahoney responded regarding efforts to make that part of the new Constitution. Chairman Burke encouraged faculty reports be part of the Board agenda whenever necessary rather than just every other meeting.

10-217. Under New Business, the Board considered Item VII-B.1 under Other Expenditures and Contracts, and VII-C.1a-C.1h, Applications for and Acceptance of Grants/Restricted Funds (if awarded). Mrs. Bilirakis moved approval. Mr. Johnston seconded the motion. Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Burke voted aye; Mr. Brett voted aye; and Mrs. Bilirakis voted aye. Motion carried.

Information regarding these items is as follows:

Agenda Item VII-B.1

August 17, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

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

SUBJECT: Microsoft Licensing, GP—Campus Agreement

Authorization is sought to increase the expenditure approval associated with the College's current Campus Agreement with Microsoft Licensing, GP (Microsoft) for an additional amount not to exceed \$51,041. The Agreement was initially approved for an anticipated expenditure not to exceed \$245,700 over the period of three years. However, since that time, the College's employee full-time equivalent (FTE) level has increased and the College desires to expand its licenses under the Agreement. Therefore, the additional cost to continue the Agreement through August 31, 2011 will not exceed \$51,041, for a total contract amount not to exceed \$296,741. The College pays such costs to Dell Corporation, the designated reseller for Microsoft. **Authorization is also requested to enter into any necessary contracts or amendments that may be associated with this transaction.**

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Background: On August 27, 2008, the College executed a three-year agreement with Microsoft for “Core CALS” which authorized the use of desktop operating systems, Microsoft Office Professional, Visual Studio, and other Microsoft products. These licenses restricted the use of several product categories but locked in a per employee FTE rate for three years. The employee FTE at the time was 1520 and has since increased to 1833 for the 2009-10 year.

The additional expenditure amount being requested will allow the College to change the licenses from the “Core CALS” to “Enterprise CALS” to expand and/or implement the use of desktop operating systems (Windows XP, Windows 7), Microsoft Office Professional (MS Word, MS Excel, MS PowerPoint, and MS Access), Visual Studio, SQLServer, SharePoint, unified messaging, video conferencing and instant messaging. The licenses will also allow the College to install various versions of these software products on College desktops while allowing faculty and staff a work at home right for Microsoft Office products. The College may also license server operating systems and other server software under this Agreement.

Syd McKenzie, General Counsel; Doug Duncan, Senior Vice President, Administration/Business & Information Services; and Daya Pendharkar, Associate Vice President, Information Systems, recommend approval.

dp0806106

Agenda Item VII-C.1a

August 17, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

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

SUBJECT: Pinellas County Emergency Medical Services Authority—Continuing Medical Education

Authorization is sought to continue the agreement between St. Petersburg College Emergency Medical Services Continuing Medical Education Program and Pinellas County Emergency Medical Services Authority through September 30, 2012, in an amount not to exceed \$500,000 for any given year.

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Funding for the College's services will be provided through the Pinellas County EMS Authority and the College will be compensated for the total cost of the program plus a sum equal to 15% of the program cost. For the period commencing October 1, 2010, and ending September 30, 2011, the College expects to receive approximately \$450,224.98 for its services. This includes approximately \$58,725 which the College expects to recover for indirect costs. See attached Information Summary for additional information. The Board will continue to be advised, annually, as to the compensation to be provided to the College by the Pinellas County EMS Authority for the next fiscal period.

The Agreement sets forth performance standards and monetary penalties that will be incurred if the standards are not met. The College provides Continuing Medical Education and Remedial Training to EMTs, Paramedics, and Registered Nurses of the Pinellas County EMS System under the joint auspices of the EMS Authority and St. Petersburg College.

Syd McKenzie, General Counsel; and Phil Nicotera, Provost, Health Education Center, recommend approval.

Attachment

pn0806105

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

| | |
|---|--|
| Date of BOT Meeting: | August 17, 2010 |
| Funding Agency or Organization: | Pinellas County Emergency Medical Services Authority |
| Name of Competition/Project: | Continuing Medical Education Program |
| SPC Application or Sub-Contract: | Direct applicant |
| Grant/Contract Time Period: | Start: 10/1/10 End: 9/30/11 (Year 2) |
| Cabinet Member: | Phil Nicotera |
| Manager: | TBA |

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FOCUS OF PROPOSAL: To continue to provide Continuing Medical Education and Remedial Training to EMTs, Paramedics, and Registered Nurses of the Pinellas County EMS System under the joint auspices of the Pinellas County EMS Authority and the College.

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

| | | |
|-------------------------------------|---------------|---------------------|
| Personnel | | \$305,999.98 |
| Materials & Supplies | | 18,000.00 |
| Consultants & Professional Services | | 64,500.00 |
| Travel, Subscriptions & Memberships | | 3,000.00 |
| Indirect Costs | | <u>\$ 58,725.00</u> |
| Total | (Year 2 Only) | \$450,224.98 |

FUNDING:

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

\$450,224.98

Total amount from funder:

\$450,224.98

Amount/value of match:

Cash: N/A

In-kind: N/A

Required match or cost sharing:

No X Yes

Voluntary match or cost sharing:

No X Yes

Source of match/cost sharing:

N/A

RECOVERABLE BENEFITS BEYOND GRANT FOCUS (ABOVE):

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| | |
|-----------------------------------|---|
| <i>Negotiated indirect cost</i> | Based on the projected budget above, SPC expects to recover \$58,725 in indirect costs. |
| <i>(Fixed) administrative fee</i> | N/A |
| <i>Software/material</i> | N/A |
| <i>Equipment</i> | N/A |
| <i>Staff Training</i> | N/A |
| <i>FTE</i> | N/A |
| <i>Other</i> | N/A |

COLLEGE GOALS AND INSTITUTIONAL INITIATIVES ADDRESSED:

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

Agenda Item VII-C.1b

August 17, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

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

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

SUBJECT: Florida Education Fund for Higher Education—Center of Excellence Program

Confirmation is sought to accept a grant award that was submitted, subject to Board of Trustees' approval, to the Florida Education Fund for Higher Education to receive approximately \$21,000 to conduct the Center of Excellence Program from July 1, 2010 through June 30, 2011. Permission is also sought to enter into any necessary agreement(s) and to accept funding, if awarded. The goal of the Center of Excellence Program (COEP) is to intervene in the lives of minority school children at an early age so that they will not lose interest in education and will continue to succeed in public school as well as in postsecondary education.

There are three primary components to the COEP. They are: 1) developing Academic Enrichment Centers where students will receive after-school assistance with homework and/or tutoring to build skills in language arts/communication and mathematics; 2) recognizing high achieving students and inducting them into the National Achievers Honor Society; 3) sponsoring countywide and regional Black History Competition, Culture Brain Bowl, mathematics, and spelling competitions and 4) participating in the Annual Statewide Brain Bowl Competitions and Florida National Achievers Society Summit. Local organizational resources, such as churches and recreation centers, will be enlisted by the College to assist in achieving the program goals. Approximately 125 students will be served by the Center's various activities.

The award funds will be used to pay tutors/advisors, and other personnel hired to support program activities. Other major expenditures include transportation costs associated with field trips; student activity costs; seminars and meeting expenses; and costs for educational materials, printing and supplies. See attached Information Summary for additional information.

Although no cash match is required, the College does provide an in-kind match of secretarial and administrative support. The award also requires the Program Director or representative to attend quarterly directors' meetings and produce an Annual Performance Report, quarterly fiscal reports, and quarterly data reports.

Syd McKenzie, General Counsel; Karen Kaufman White, Provost, St. Petersburg/Gibbs Campus; and Linda L. Hogans, Director, Special Programs, recommend approval.

Attachment

lh0809106

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

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

Date of BOT Meeting: August 17, 2010

Funding Agency or Organization: The Florida Education Fund for Higher Education

Name of Competition/Project: Center of Excellence

SPC Application or Sub-Contract: Direct applicant

Grant/Contract Time Period **Start:** 7/1/10 **End:** 6/30/11

Cabinet Member: Karen Kaufman White

Manager: Linda L. Hogans

FOCUS OF PROPOSAL: The Center of Excellence (COE) utilizes group achievement strategies to increase the pool of African-American and other historically under-represented students who are prepared, motivated, and qualified to enter higher education. The COE includes four components: 1) National Achievers Society; 2) Academic Enrichment Centers; 3) Black History and Culture Brain Bowl and Mathematics Brain Bowl Competition; and 4) a Parent Association.

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

| | |
|---------------------|-----------------|
| Salaries & Benefits | \$ 2,029 |
| Consultants | \$ 5,268 |
| Printing | 70 |
| Travel | \$ 7,909 |
| Other Expenses | <u>\$ 5,724</u> |
| Total | \$21,000 |

FUNDING:

Total proposal budget:
(includes amount requested from funder,
cash and in-kind matches listed below) \$21,000

Total amount from funder: \$21,000

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

| | | |
|---|---|---|
| <i>Amount/value of match:</i> | Cash: | N/A |
| | In-kind: | Minimal contribution as described below.* |
| <i>Required match or cost sharing:</i> | No | X Yes |
| <i>Voluntary match or cost sharing:</i> | No | Yes X |
| <i>Source of match/cost sharing:</i> | *Personnel for secretarial and administrative support | |

RECOVERABLE BENEFITS BEYOND GRANT FOCUS (ABOVE):

| | |
|-----------------------------------|------------|
| <i>Negotiated indirect cost</i> | N/A |
| <i>(Fixed) administrative fee</i> | N/A |
| <i>Software/materials</i> | N/A |
| <i>Equipment</i> | N/A |
| <i>Services</i> | N/A |
| <i>Staff Training</i> | N/A |
| <i>FTE</i> | Future FTE |
| <i>Other</i> | N/A |

COLLEGE GOALS AND INSTITUTIONAL INITIATIVES ADDRESSED:

| | |
|-----------------------------------|--|
| <i>College Goal:</i> | II. Maintain the “open door” by providing opportunities for under-prepared students to achieve college entry level skills through college preparatory programs and services; |
| <i>Institutional Initiatives:</i> | 1. Improve the year-over-year success rate of academically under-prepared students through the development, implementation, and evaluation of successful intervention strategies. The new Student Success committee will serve as the primary conduit for this initiative. |

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

2. 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.
3. Increase the percentage of recent minority high school graduates attending college.

Agenda Item VII-C.1c

August 17, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

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

SUBJECT: U.S. Department of Justice, Bureau of Justice—Congressionally Selected Award

Confirmation is sought for a solicited grant proposal that was submitted, subject to Board of Trustees' approval, by St. Petersburg College's National Terrorism Preparedness Institute, to the Bureau of Justice Assistance to develop and deliver training for criminal justice professionals and emergency responders. The project will include multi-faceted multimedia distance learning solutions to deliver cost effective training solutions. Authorization is sought to enter into any necessary contractual agreement(s) and to accept funding for this grant, if awarded.

Funds from this grant shall be used to design, develop, and deliver a series of broadcasts/webcasts; scenario based training videos mobile learning applications; and social media pages. The period of performance will commence approximately October 1, 2010 and end March 31, 2012. Anticipated revenue to the College will be a total of \$1,500,000. See attached Information Summary for additional information.

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

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

Attachment

el0806104

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

| | |
|---|---|
| Date of BOT Meeting: | August 17, 2010 |
| Funding Agency or Organization: | U.S. Department of Justice, Bureau of Justice Assistance |
| Name of Competition/Project: | Congressionally Selected Award: National Terrorism Preparedness Institute (FY 2010 Earmark) |
| SPC Application or Sub-Contract: | SPC Application |
| Grant/Contract Time Period: | Start: 10/1/10 End: 3/31/12 (estimated) |
| Cabinet Member: | James C. Brock |
| Manager: | Eileen LaHaie |

FOCUS OF PROPOSAL: St. Petersburg College's National Terrorism Preparedness Institute submitted a proposal to the Bureau of Justice Assistance to develop and deliver training for criminal justice professionals and emergency responders. The project will include multi-faceted multimedia distance learning techniques to deliver cost effective training solutions. Funds from this grant shall be used to design, develop, and deliver a series of broadcasts/webcasts; scenario based training videos; mobile learning applications; and social media pages.

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

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

| | |
|--------------|-------------------|
| Personnel | \$ 749,925 |
| Benefits | \$ 269,973 |
| Travel | \$ 29,176 |
| Supplies | \$ 2,284 |
| Consultants | \$ 62,748 |
| Other | \$ 8,682 |
| Indirect | <u>\$ 377,212</u> |
| Total Budget | \$1,500,000 |

FUNDING:

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

\$1,500,000

Total amount from funder:

\$1,500,000

Amount/value of match:

Cash: N/A

In-kind: N/A

Required match or cost sharing:

No X Yes

Voluntary match or cost sharing:

No X Yes

Source of match/cost sharing:

N/A

RECOVERABLE BENEFITS BEYOND GRANT FOCUS (ABOVE):

Negotiated indirect cost

N/A

(Fixed) administrative fee

\$377,212 = 50.3% of salaries (\$749,925)

Software/materials

N/A

Equipment

N/A

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

| | |
|-----------------------|---------------------|
| <i>Services</i> | Public safety issue |
| <i>Staff Training</i> | N/A |
| <i>FTE</i> | N/A |
| <i>Other</i> | N/A |

COLLEGE GOALS AND INSTITUTIONAL INITIATIVES ADDRESSED

| | |
|-------------------------------------|---|
| <i>College Goal:</i> | III. Promote the community's economic and cultural development with noncredit programs, continuing education lifelong learning, and targeted partnerships and leadership initiatives. |
| <i>Institutional Initiative(s):</i> | 3. Continue to promote SPC as a cultural center of the community through development of new partnerships and initiatives. |

Agenda Item VII-C.1d

August 17, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

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

SUBJECT: U.S. Department of Justice, Office of Community Oriented Policing Services—
Community Policing Podcasts and Outreach Efforts

Confirmation is sought for a competitive grant proposal that was submitted, subject to Board of Trustees' approval, by St. Petersburg College's Regional Community Policing Institute, to the Office of Community Oriented Policing Services (COPS) to develop the

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

COPS Podcast Series. The project includes multimedia solutions highlighting the philosophy of community policing which promotes organizational strategies that support the systematic use of partnerships and problem-solving techniques to proactively address conditions that give rise to public safety issues. **Authorization is also sought to enter into any necessary contractual agreement(s) and to accept funding for this grant, if awarded.**

Funds from this grant shall be used to develop and deliver multimedia products including podcasts, videos, and webinars to advance community policing, problem solving, and community engagement. The COPS Podcast Series will advance the practice of community policing as an effective strategy in communities' efforts to improve public safety.

The period of performance will commence approximately October 1, 2010 and end September 30, 2011. Anticipated revenue to the College will be a total of \$100,000. See attached Information Summary for additional information.

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

Attachment

e10806104

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

| | |
|---|---|
| Date of BOT Meeting: | August 17, 2010 |
| Funding Agency or Organization: | U.S. Department of Justice, Office of Community Oriented Policing Services |
| Name of Competition/Project: | Community Policing Podcasts and Outreach Efforts |
| SPC Application or Sub-Contract: | SPC Application |
| Grant/Contract Time Period: | Start: 10/1/10 End: 9/30/11 (estimated) |
| Cabinet Member: | James C. Brock |

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

Manager:

Eileen LaHaie

FOCUS OF PROPOSAL: St. Petersburg College’s Regional Community Policing Institute submitted a proposal to the Office of Community Oriented Policing Services to develop multimedia products including podcasts, videos, and webinars to advance community policing, problem solving, and community engagement. The COPS Podcast Series will advance the practice of community policing as an effective strategy in communities’ efforts to improve public safety.

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

| | |
|--------------|-------------|
| Personnel | \$ 60,265 |
| Benefits | \$ 21,695 |
| Travel | \$ 1,008 |
| Supplies | \$ 1,920 |
| Consultants | \$ 14,524 |
| Other | \$ 588 |
| Indirect | \$ <u>0</u> |
| Total Budget | \$100,000 |

FUNDING:

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

\$100,000

Total amount from funder:

\$100,000

Amount/value of match:

Cash: N/A

In-kind: N/A

Required match or cost sharing:

No X Yes

Voluntary match or cost sharing:

No X Yes

Source of match/cost sharing:

N/A

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

RECOVERABLE BENEFITS BEYOND GRANT FOCUS (ABOVE):

| | |
|-----------------------------------|--|
| <i>Negotiated indirect cost</i> | N/A |
| <i>(Fixed) administrative fee</i> | Indirect cost was waived by Theresa Furnas due to the level of funding available and to allow the application to be competitive. |
| <i>Software/materials</i> | N/A |
| <i>Equipment</i> | N/A |
| <i>Services</i> | Public safety issue |
| <i>Staff Training</i> | N/A |
| <i>FTE</i> | N/A |
| <i>Other</i> | N/A |

COLLEGE GOALS AND INSTITUTIONAL INITIATIVES ADDRESSED

| | |
|-------------------------------------|---|
| <i>College Goal:</i> | III. Promote the community's economic and cultural development with noncredit programs, continuing education lifelong learning, and targeted partnerships and leadership initiatives. |
| <i>Institutional Initiative(s):</i> | 3. Continue to promote SPC as a cultural center of the community through development of new partnerships and initiatives. |

Agenda Item VII-C.1e

August 17, 2010

MEMORANDUM

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

TO: Board of Trustees, St. Petersburg College

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

SUBJECT: U.S. Department of Justice, Office of Community Oriented Policing Services—Community Policing Development: Ethics and Integrity—Use of Force and Community Perceptions Project

Confirmation is sought for a competitive grant proposal that was submitted, subject to Board of Trustees' approval, by St. Petersburg College's Regional Community Policing Institute (RCPI), to the Office of Community Oriented Policing Services to develop and implement the Use of Force and Community Perceptions Project. Through this project, RCPI will identify successful strategies and best practices to create a proactive approach to dealing with use of force issues and community perceptions. The project will advance the practices of community policing as an effective strategy in communities' efforts to improve public safety. **Authorization is sought to enter into any necessary contractual agreement(s) and to accept funding for this grant, if awarded.**

Funds from this grant shall be used to develop, coordinate, and provide logistical support for a national symposium and a series of focus group meetings, and producing publishable reports on meeting outcomes. The Use of Force and Community Perceptions Project will advance the practice of community policing as an effective strategy in communities' efforts to improve public safety.

The period of performance will commence approximately October 1, 2010 and end September 30, 2012. Anticipated revenue to the College will be a total of \$500,000. See attached Information Summary for additional information.

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

Attachment

e10806105

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

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

Date of BOT Meeting: August 17, 2010

Funding Agency or Organization: U.S. Department of Justice, Office of
Community Oriented Policing Services

Name of Competition/Project: Community Policing: Ethics & Integrity—
Use of Force & Community Perceptions

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 10/1/10 **End:** 9/30/12 (estimated)

Cabinet Member: James C. Brock

Manager: Eileen LaHaie

FOCUS OF PROPOSAL: St. Petersburg College's Regional Community Policing Institute submitted a proposal to the Office of Community Oriented Policing Services to develop and implement the Use of Force and Community Perceptions Project. Funds from this grant shall be used to develop, coordinate, and provide logistical support for a national symposium and a series of focus group meetings, and producing publishable reports on meeting outcomes. The *Use of Force and Community Perceptions Project* will advance the practice of community policing as an effective strategy in communities' efforts to improve public safety.

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

| | |
|--------------|------------------|
| Personnel | \$ 154,630 |
| Benefits | \$ 55,667 |
| Travel | \$ 42,404 |
| Supplies | \$ 5,885 |
| Consultants | \$ 163,635 |
| Other | \$ 0 |
| Indirect | \$ <u>77,779</u> |
| Total Budget | \$ 500,000 |

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

FUNDING:

Total proposal budget:

*(includes amount requested from funder,
cash and in-kind matches listed below)*

\$500,000

Total amount from funder:

\$500,000

Amount/value of match:

Cash: N/A

In-kind: N/A

Required match or cost sharing:

No X Yes

Voluntary match or cost sharing:

No X Yes

Source of match/cost sharing:

N/A

RECOVERABLE BENEFITS BEYOND GRANT FOCUS (ABOVE):

Negotiated indirect cost

N/A

(Fixed) administrative fee

\$77,779 = 50.3% of salaries (\$154,630).

Software/materials

N/A

Equipment

N/A

Services

Public safety issue

Staff Training

N/A

FTE

N/A

Other

N/A

COLLEGE GOALS AND INSTITUTIONAL INITIATIVES ADDRESSED

College Goal:

III. Promote the community's economic and cultural development with noncredit programs, continuing

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

education lifelong learning, and targeted partnerships and leadership initiatives.

Institutional Initiative(s):

3. Continue to promote SPC as a cultural center of the community through development of new partnerships and initiatives.

Agenda Item VII-C.1f

August 17, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

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

SUBJECT: U.S. Department of Justice, Office of Community Oriented Policing Services—COPS Emerging Issues Forums

Confirmation is sought for a competitive grant proposal that was submitted, subject to Board of Trustees' approval, by St. Petersburg College's Regional Community Policing Institute, to the Office of Community Oriented Policing Services to plan and execute a series of COPS Emerging Issues Forums. The forums will advance the practices of community policing as an effective strategy in communities' efforts to improve public safety. **Authorization is sought to enter into any necessary contractual agreement(s) and to accept funding for this grant, if awarded.**

Funds from this grant shall be used for planning, facilitating, managing substantive and logistical details, executing successful meetings, and producing publishable reports on meeting outcomes. The COPS Emerging Issues Forums will advance the practice of community policing as an effective strategy in communities' efforts to improve public safety.

The period of performance will commence approximately October 1, 2010 and end September 30, 2012. Anticipated revenue to the College will be a total of \$149,962. See attached Information Summary for additional information.

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

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

Attachment

e10806104

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

Date of BOT Meeting: August 17, 2010

Funding Agency or Organization: U.S. Department of Justice, Office of Community Oriented Policing Services

Name of Competition/Project: Emerging Issues Forums

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 10/1/10 **End:** 9/30/12 (estimated)

Cabinet Member: James C. Brock

Manager: Eileen LaHaie

FOCUS OF PROPOSAL: St. Petersburg College's Regional Community Policing Institute submitted a proposal to the Office of Community Oriented Policing Services to plan and execute a series of COPS Emerging Issues Forums. Funds from this grant shall be used for planning, facilitating, managing substantive and logistical details, executing successful meetings, and producing publishable reports on meeting outcomes. The COPS Emerging Issues Forums will advance the practice of community policing as an effective strategy in communities' efforts to improve public safety.

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

| | |
|-----------|-----------|
| Personnel | \$ 32,900 |
| Benefits | \$ 11,844 |

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BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

| | |
|--------------|-------------|
| Travel | \$ 62,640 |
| Supplies | \$ 1,280 |
| Consultants | \$ 41,298 |
| Other | \$ 0 |
| Indirect | <u>\$ 0</u> |
| Total Budget | \$149,962 |

FUNDING:

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

\$149,962

Total amount from funder:

\$149,962

Amount/value of match:

Cash: N/A

In-kind: N/A

Required match or cost sharing:

No X Yes

Voluntary match or cost sharing:

No X Yes

Source of match/cost sharing:

N/A

RECOVERABLE BENEFITS BEYOND GRANT FOCUS (ABOVE):

Negotiated indirect cost

N/A

(Fixed) administrative fee

Indirect cost was waived by Theresa Furnas due to the importance of project, level of funding available, and past similar waivers for this particular continuation project.

Software/materials

N/A

Equipment

N/A

Services

Public safety issue

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

Staff Training N/A

FTE N/A

Other N/A

COLLEGE GOALS AND INSTITUTIONAL INITIATIVES ADDRESSED

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

Institutional Initiative(s): 3. Continue to promote SPC as a cultural center of the community through development of new partnerships and initiatives.

Agenda Item VII-C.1g

August 17, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

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

SUBJECT: U.S. Department of Justice, Office of Community Oriented Policing Services—Community Policing Development: Open Category—COPS Response Series

Confirmation is sought for a competitive grant proposal that was submitted, subject to Board of Trustees' approval, by St. Petersburg College's Regional Community Policing Institute, to the Office of Community Oriented Policing Services to develop and deliver the COPS Response Series. The COPS Response Series will entail a series of broadcasts and multimedia efforts to disseminate community policing information to the public and the law enforcement community. The project will advance the practices of community policing as an

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

effective strategy in communities' efforts to improve public safety. **Authorization is sought to enter into any necessary contractual agreement(s) and to accept funding for this grant, if awarded.**

Funds from this grant shall be used to design, develop, and deliver a series of broadcasts and webinars to increase awareness of successful community policing strategies. The *COPS Response Series* will advance the practice of community policing as an effective strategy in communities' efforts to improve public safety.

The period of performance will commence approximately October 1, 2010 and end September 30, 2012. Anticipated revenue to the College will be a total of \$498,323. See attached Information Summary for additional information.

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

Attachment

el0806104

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

| | |
|---|---|
| Date of BOT Meeting: | August 17, 2010 |
| Funding Agency or Organization: | U.S. Department of Justice, Office of Community Oriented Policing Services |
| Name of Competition/Project: | Community Policing Development: Open Category—COPS Response Series |
| SPC Application or Sub-Contract: | SPC Application |
| Grant/Contract Time Period: | Start: 10/1/10 End: 9/30/12 (estimated) |
| Cabinet Member: | James C. Brock |
| Manager: | Eileen LaHaie |

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

FOCUS OF PROPOSAL: St. Petersburg College’s Regional Community Policing Institute submitted a proposal to the Office of Community Oriented Policing Services to develop and deliver the COPS Response Series, a series of broadcasts and multimedia efforts to disseminate community policing information to the public and the law enforcement community. The project will advance the practices of community policing as an effective strategy in communities’ efforts to improve public safety. Funds from this grant shall be used to design, develop, and deliver a series of broadcasts and webinars to increase awareness of successful community policing strategies.

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

| | |
|--------------|-------------------|
| Personnel | \$ 212,834 |
| Benefits | \$ 76,620 |
| Travel | \$ 28,441 |
| Supplies | \$ 5,800 |
| Consultants | \$ 66,396 |
| Other | \$ 1,176 |
| Indirect | <u>\$ 107,056</u> |
| Total Budget | \$ 498,323 |

FUNDING:

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

\$498,323

Total amount from funder:

\$498,323

Amount/value of match:

Cash: N/A

In-kind: N/A

Required match or cost sharing:

No X Yes

Voluntary match or cost sharing:

No X Yes

Source of match/cost sharing:

N/A

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

RECOVERABLE BENEFITS BEYOND GRANT FOCUS (ABOVE):

| | |
|-----------------------------------|--|
| <i>Negotiated indirect cost</i> | N/A |
| <i>(Fixed) administrative fee</i> | \$107,056 = 50.3% of salaries (\$212,834). |
| <i>Software/materials</i> | N/A |
| <i>Equipment</i> | N/A |
| <i>Services</i> | Public safety issue |
| <i>Staff Training</i> | N/A |
| <i>FTE</i> | N/A |
| <i>Other</i> | N/A |

COLLEGE GOALS AND INSTITUTIONAL INITIATIVES ADDRESSED

| | |
|-------------------------------------|---|
| <i>College Goal:</i> | III. Promote the community's economic and cultural development with noncredit programs, continuing education lifelong learning, and targeted partnerships and leadership initiatives. |
| <i>Institutional Initiative(s):</i> | 3. Continue to promote SPC as a cultural center of the community through development of new partnerships and initiatives. |

Agenda Item VII-C.1h

August 17, 2010

MEMORANDUM

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

TO: Board of Trustees, St. Petersburg College

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

SUBJECT: Rutherford Training Consultants—Online Course for Counter-Terrorism Awareness Workshop

Confirmation is sought for an agreement entered into, subject to Board of Trustees' approval, by St. Petersburg College's National Terrorism Preparedness Institute (NTPI), with Rutherford Training Consultants (RTC) to develop an online training program based on RTC's Counter-Terrorism Awareness Workshop.

Through this project, NTPI will develop an online training program in ANGEL based on the Counter-Terrorism Awareness Workshop workbook and PowerPoint supplied by RTC. NTPI will use existing content to create an online course, create interactions by storyboarding concepts based on content objectives, develop 35-40 interactions, and implement an assessment and certificate at the conclusion of the course.

The period of performance will commence approximately July 26, 2010 and end December 31, 2010. Anticipated revenue to the College will be a total of \$10,345.40. See attached Information Summary for additional information.

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

Attachment

el0806104

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

| | |
|--|--|
| Date of BOT Meeting: | August 17, 2010 |
| Funding Agency or Organization: | Rutherford Training Consultants |
| Name of Competition/Project: | Online Course for Counter-Terrorism Awareness Workshop |

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

SPC Application or Sub-Contract: SPC Sub-contract

Grant/Contract Time Period: **Start:** 7/26/10 **End:** 12/31/10 (estimated)

Cabinet Member: James C. Brock

Manager: Eileen LaHaie

FOCUS OF PROPOSAL: St. Petersburg College’s National Terrorism Preparedness Institute submitted a proposal to Rutherford Training Consultants (RTC) to develop the Counter-Terrorism Awareness online curriculum. Through this project, NTPI will develop an online training program in ANGEL based on the Counter-Terrorism Awareness Workshop workbook and PowerPoint supplied by RTC. NTPI will use existing content to create an online course, create interactions by storyboarding concepts based on content objectives, develop 35-40 interactions, and implement assessment and certificate at the conclusion of the course.

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

| | |
|--------------|------------------|
| Personnel | \$ 7,226.56 |
| Benefits | \$ 2,601.56 |
| Travel | \$ 0 |
| Supplies | \$ 0 |
| Consultants | \$ 0 |
| Other | \$ 0 |
| Indirect | <u>\$ 517.28</u> |
| Total Budget | \$ 10,345.40 |

FUNDING:

Total proposal budget:
(includes amount requested from funder,
cash and in-kind matches listed below) \$10,345.40

Total amount from funder: \$10,345.40

Amount/value of match: Cash: N/A

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

In-kind: N/A

Required match or cost sharing: No X Yes

Voluntary match or cost sharing: No X Yes

Source of match/cost sharing: N/A

RECOVERABLE BENEFITS BEYOND GRANT FOCUS (ABOVE):

Negotiated indirect cost N/A

(Fixed) administrative fee \$517.28 = 5% of contract total to cover administrative costs.

Software/materials N/A

Equipment N/A

Services Public safety issue

Staff Training N/A

FTE N/A

Other N/A

COLLEGE GOALS AND INSTITUTIONAL INITIATIVES ADDRESSED

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

Institutional Initiative(s): 3. Continue to promote SPC as a cultural center of the community through development of new partnerships and initiatives.

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

10-218. The Board considered Capital Outlay, Maintenance, Renovation, and Construction Items VII-D.1-D.5. Mr. Johnston moved approval. Mr. Gibbons seconded the motion. Mr. Johnston sought clarification regarding Item VII-D.3, Dollars for Scholars lease, and whether bringing in technology items from outside vendors would be problematic. Ms. Susan Reiter, Vice President of Facilities Planning & Institutional Services, was joined by Mr. Michael Carter, Director of Design & Construction, responded that the lease amendment, which addresses the separation of technology, results in a win-win situation for both parties. Chairman Burke commended former Alumni Association president Michele Piccione for taking on the thrift store project and for its success.

In addition, Mr. Burke inquired about Item VII-D.1, as to how much the College anticipates actually receiving of the requested \$18 million in construction/renovation dollars and how the dollars will be prioritized. Dr. Law responded as to statewide community college funding and explained the importance of project priority. He noted that most of the emphasis is currently on remodeling/renovation dollars, and Ms. Reiter added that priorities #2 and #3 are renovation dollars to move forward with Clearwater Campus planning. Mr. Johnston encouraged addressing SPC Downtown and Midtown as main centers of growth and acquiring additional adjacent land. Dr. Law responded that renovation funding already in place for the coming year will address that growth. He added that the College is in the process of formulating its first master plans for those sites, which should be brought back to the Board in the fall and will be on next year's list going forward, and that the land acquisition process is currently being evaluated as well. Mr. Gibbons concurred with Mr. Johnston and added that a master plan needs to be developed for the Clearwater Campus as well, including removal of the portables, and consideration given to building a Student Learning Center. Mr. Gibbons further noted the student parking issues at the Downtown Center. Dr. Law reiterated that the Board previously authorized master planning and consulting services for each site. He stated it is his goal to work hard on a Project Priority List for the coming year and a more formal process throughout the year, with hopes for a related Board workshop at a later date. Mr. Burke concurred with Mr. Gibbons in regard to Clearwater Campus needs and reiterated the possibility that students will go elsewhere as a result of outdated facilities. Mr. Johnston asked Ms. Reiter to provide an update on the status of church property adjacent to the Clearwater Campus. Ms. Reiter reported she has met with Board Attorney Lang and the realtor and the College is now in a position to ask the realtor to prepare an offer. She agreed to bring back an update as part of the Clearwater Campus master plan process.

In regard to Item VII-D.4, Mr. Burke inquired as to how an auditorium for the Tarpon Springs Campus fits into the Olympia Building plans. Ms. Reiter explained the Olympia master plan inclusion of an auditorium, but the lack of funds to support it. She agreed to report back through Dr. Law with a cost estimate for an auditorium. Mr. Burke suggested the auditorium could be a donor naming opportunity. Ms. Reiter and Mr. Carter shared Phase III

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

construction documents and presented a fly-through of the Olympia building, shown also at an earlier Board meeting. They addressed Board questions, specifically regarding pedestrian traffic from the rest of the Campus. The Board received an invitation to the Bilirakis College of Education topping-out ceremony and lunch scheduled for Aug. 27.

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

Information regarding these items is as follows:

Agenda Item VII-D.1

August 17, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

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

SUBJECT: Final Capital Improvement Program (CIP) for FY 2011-2012 through 2015-2016

The Capital Improvement Program (CIP) is the process through which the College receives construction allocations from the Public Education Capital Outlay (PECO) Fund. Each community college and university is required to annually submit a five-year plan for its capital outlay needs. The first three-year period of the plan is the source from which the State Board of Education prepares its funding request list that it then submits to the Legislature. St. Petersburg College (SPC) has permission from the State to submit a single CIP that outlines our community college and baccalaureate (4-year) needs, based on our status as an upper division institution, which is how we have submitted since 2001.

Projects must be recommended on a State-validated Educational Plant Survey or Spot Survey to be included on the annual CIP and obtain PECO funding. The survey is the list from which the College selects its priorities for the CIP. Our current educational plant survey will remain in effect through June 2012.

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

The deadline to submit the CIP to the Division of Community Colleges was August 2, 2010. The CIP information will then be tabulated, submitted and approved by the State Board of Education, to be included in the 2011-12 Fixed Capital Outlay Legislative Budget Request.

The CIP is divided into three categories:

- **Renovation** – the general upgrade of an existing facility with no change in use (e.g. new lighting, carpeting, roof, heating, ventilating and air conditioning, and compliance with the Americans with Disabilities Act) and site improvements
- **Remodeling** – the changing of an existing facility by rearrangement of space, use (e.g. offices to classrooms) or exiting
- **New Construction** – includes site acquisition

This year we have listed our top five priorities based upon keeping existing/new projects moving forward with maximum flexibility, starting with a planning initiative for the Clearwater Campus to include the Student Support Services and Administration Building, Library and continuation of the construction and site acquisition for the Downtown Center.

In addition, we have included projects and funding amounts listed on the Facilities Enhancement Challenge Grant (FECG) requests over the last several years. The Office of Educational Facilities has requested that these projects be put back on the CIP list as part of this year's submittal.

A draft summary of the CIP for fiscal years 2011-12 through 2015-16 was reviewed and approved at the July 22, 2010 meeting, and is attached to this memo. Revisions have been made to this draft summary based upon clarifications from the State Board of Education, Office of Educational Facilities, and are listed below:

- 1) Deleted the Natural Habitat Park at Seminole Campus from under New Construction (line item #7) and added the request for matching funds for Site Development at Seminole Campus to our Renovation Projects for a possible \$100,000 match for site work as part of the project.
- 2) Removed the Student and Support Services project previously listed under New Construction (line item #4), combined this project under New Construction Priority #2 with the Administration Building at Clearwater Campus, and adjusted the total funding request accordingly.
- 3) The Student Activities Building under New Construction (line item #4) is now listed as a separate funding request.

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

A final summary of the CIP for fiscal years 2011-12 through 2015-16 is attached.

Approval is sought from the Board of Trustees to proceed with the final Capital Improvement Program as outlined above, and to submit it to the Division of Community Colleges.

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

Attachments

bs0806103

FINAL
DIVISION OF COMMUNITY COLLEGES
CIP - 2 SUMMARY
Capital Improvement Plan and Legislative Budget Request
2011 - 2012 to 2015 - 2016

| COLLEGE: ST. PETERSBURG COLLEGE | | | | | | | |
|--|---|---------------------|---------------------|---------------------|--------------------|------------|---------------------|
| <u>RENOVATION PROJECTS:</u> | | | | | | | |
| PR# | PROJECT DESCRIPTION | 2011-12 | 2012-13 | 2013-14 | 2014-15 | 2015-16 | FOR CIP 5YR TERM |
| 1 | General Ren/Rem, Roofs, HVAC, ADA, Utilities, Site Improvements - Collegewide | \$8,244,402 | \$2,441,952 | | | | \$8,888,354 |
| | Ren/Rem Facility 51 - Technology Learning Center - SE | | \$480,000 | | | | \$480,000 |
| | Ren/Rem Administration - 1st & 2nd Floor, Site Imp. - SPYG | \$2,146,488 | | | | | \$2,146,488 |
| | Ren/Rem Gym, PE Bldgs., Site Imp-SPYG | | \$4,530,331 | \$4,530,331 | | | \$9,060,662 |
| | Ren/Rem Maintenance, Site Improvements - CL | | \$2,534,099 | | | | \$2,534,099 |
| | Ren/Rem Orthotics & Prosthetics Building, Site Imp, HEC (FECG) | \$8,450 | | | | | \$8,450 |
| | Ren/Rem Palladium Building, Site Imp, St.Peter/Gibbs (FECG) | \$300 | | | | | \$300 |
| | Ren/Rem District Office Building, Site Imp, Epi Center (FECG) | \$10,000 | | | | | \$10,000 |
| | Ren/Rem Student Services Building, Site Imp, St. Peter/Gibbs Campus (FECG) | \$28,500 | | | | | \$28,500 |
| | Ren/Rem Annex 2 Building, Site Imp, Epi Center (FECG) | \$2,000,000 | | | | | \$2,000,000 |
| | Site Development, SE (FECG) | \$100,000 | | | | | \$100,000 |
| TOTAL RENOVATION PROJECTS | | \$10,536,120 | \$9,986,382 | \$4,530,331 | \$0 | \$0 | \$25,052,833 |
| <u>REMODELING PROJECTS:</u> | | | | | | | |
| PR# | PROJECT DESCRIPTION | 2011-12 | 2012-13 | 2013-14 | 2014-15 | 2015-16 | FOR CIP 5YR TERM |
| 4 | Ren/Rem Classrooms/Labs/Inst. Sup./Site Dev. Phase I (w/ addition) - Downtown (partial) | \$1,939,696 | \$1,939,696 | | | | \$3,879,392 |
| TOTAL REMODELING PROJECTS | | \$1,939,696 | \$1,939,696 | \$0 | \$0 | \$0 | \$3,879,392 |
| <u>NEW CONSTRUCTION PROJECTS:</u> | | | | | | | |
| PR# | PROJECT DESCRIPTION | 2011-12 | 2012-13 | 2013-14 | 2014-15 | 2015-16 | FOR CIP 5YR TERM |
| 2 | Construct Student Support Services and Administration Building, Clearwater Campus | \$1,428,428 | \$11,771,428 | \$1,428,428 | | | \$14,624,284 |
| 3 | Construct Library Building, Site Improvements, Clearwater Campus | \$2,075,585 | \$2,500,000 | \$14,104,521 | \$2,075,585 | | \$20,755,651 |
| 5 | Adjacent Land and Facilities Acquisition - Collegewide (partial) spc | \$1,878,541 | | | | | \$1,878,541 |
| | Construct Student Activities Building - Clearwater Campus | | \$370,500 | \$3,334,501 | | | \$3,705,001 |
| | Construct Marine Science Lab/Clearrooms and Site Improvements, Utilities - Bay Pines | | \$2,144,130 | | | | \$2,144,130 |
| | Construct Additional Parking 80 Spaces (once Vet Tech is Demolished) - HEC | \$350,000 | | | | | \$350,000 |
| | | | | | | | \$0 |
| TOTAL NEW CONSTRUCTION PROJECTS | | \$5,728,534 | \$16,786,058 | \$18,865,450 | \$2,075,565 | \$0 | \$43,455,607 |
| GRAND TOTAL OF ALL PROJECTS | | \$18,204,350 | \$28,712,136 | \$23,395,781 | \$2,075,565 | \$0 | \$72,387,832 |

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

Board Material Relating to
Agenda Item VII-D.3
Meeting: July 22, 2010

BOARD OF TRUSTEES ST. PETERSBURG COLLEGE

Draft Capital Improvement Program (CIP) for FY 2011-2012 through 2015-2016

The Capital Improvement Program (CIP) is the process through which the College receives construction allocations from the Public Education Capital Outlay (PECO) Fund. Each community college and university is required to annually submit a five-year plan for its capital outlay needs. The first three-year period of the plan is the source from which the State Board of Education prepares its funding request list that it then submits to the Legislature. St. Petersburg College (SPC) has permission from the State to submit a single CIP that outlines our community college and baccalaureate (4-year) needs, based on our status as an upper division institution, which is how we have submitted since 2001.

Projects must be recommended on a State-validated Educational Plant Survey or Spot Survey to be included on the annual CIP and obtain PECO funding. The survey is the list from which the College selects its priorities for the CIP. Our current educational plant survey will remain in effect through June 2012.

The deadline to submit the CIP to the Division of Community Colleges is August 2, 2010. The CIP information will then be tabulated, submitted and approved by the State Board of Education, to be included in the 2011-12 Fixed Capital Outlay Legislative Budget Request.

The CIP is divided into three categories:

- **Renovation** – the general upgrade of an existing facility with no change in use (e.g. new lighting, carpeting, roof, heating, ventilating and air conditioning, and compliance with the Americans with Disabilities Act) and site improvements
- **Remodeling** – the changing of an existing facility by rearrangement of space, use (e.g. offices to classrooms) or exiting
- **New Construction** – includes site acquisition

This year we have listed our top five priorities based upon keeping existing/new projects moving forward with maximum flexibility, starting with a planning initiative for the Clearwater Campus to include the Student Support and Services Building, Library and continuation of the construction and site acquisition for the Downtown Center.

As we move forward over the next year with our collegewide master planning initiatives, we will be better able to identify the next phase of projects and priorities for next year's CIP. This will also provide the basis of planning for the start of the five-year Facilities Survey scheduled for completion in June 2012.

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

Board Material Relating to
 Agenda Item VII-D.3
 Meeting: July 22, 2010
 Page 2

In addition, we have included projects and funding amounts listed on the Facilities Enhancement Challenge Grant (FECG) requests over the last several years. The Office of Educational Facilities has requested that the projects be put back on the CIP list as part of this year's submittal.

A draft summary of the CIP for fiscal years 2011-12 through 2015-16 is attached.

Review and approval is sought from the Board of Trustees to proceed with the final Capital Improvement Program as discussed and approved today, and to submit it to the Division of Community Colleges.

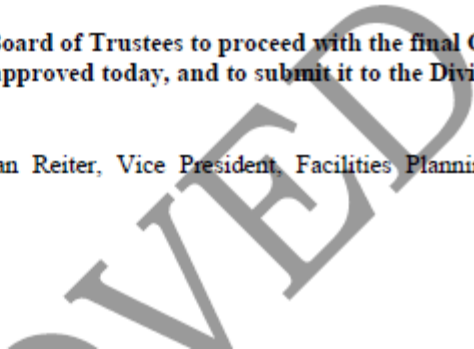
William D. Law, Jr., President; and Susan Reiter, Vice President, Facilities Planning and Institutional Services, recommend approval.

Attachment

bs0712104

DRAFT
 DIVISION OF COMMUNITY COLLEGES
 CIP - 2 SUMMARY
 Capital Improvement Plan and Legislative Budget Request
 2011 - 2012 to 2015 - 2016

| COLLEGE: ST. PETERSBURG COLLEGE | | | | | | | |
|--|--|---------------------|---------------------|---------------------|--------------------|------------|---------------------|
| <u>RENOVATION PROJECTS:</u> | | | | | | | |
| PR | PROJECT DESCRIPTION | 2011-12 | 2012-13 | 2013-14 | 2015-16 | 2016-17 | FOR CIP SYR TERM |
| 1 | General Ren/Rem, Roofs, HVAC, ADA, Utilities, Site Improvements - Collegewide | \$8,244,402 | \$2,441,952 | | | | \$8,586,354 |
| | Ren/Rem Facility 51 - Technology Learning Center - SE | | \$480,000 | | | | \$480,000 |
| | Ren/Rem Administration - 1st & 2nd Floor, Site Imp. - SPIG | \$2,148,488 | | | | | \$2,148,488 |
| | Ren/Rem Gym, PE Bldg., Site Imp-SPIG | | \$4,530,331 | \$4,530,331 | | | \$9,060,662 |
| | Ren/Rem Maintenance, Site Improvements - CL | | \$2,534,099 | | | | \$2,534,099 |
| | Ren/Rem Orthotics & Prosthetics Building, Site Imp, HEC (FECG) | \$8,450 | | | | | \$8,450 |
| | Ren/Rem Paladium Building, Site Imp, St.Pete/Gibbs (FECG) | \$300 | | | | | \$300 |
| | Ren/Rem District Office Building, Site Imp, Epi Center (FECG) | \$10,000 | | | | | \$10,000 |
| | Ren/Rem Student Services Building, Site Imp, St. Pete/Gibbs Campus (FECG) | \$28,500 | | | | | \$28,500 |
| | Ren/Rem Annex 2 Building, Site Imp, Epi Center (FECG) | \$2,000,000 | | | | | \$2,000,000 |
| TOTAL RENOVATION PROJECTS | | \$10,436,120 | \$9,586,382 | \$4,530,331 | \$0 | \$0 | \$24,952,833 |
| <u>REMODELING PROJECTS:</u> | | | | | | | |
| PR | PROJECT DESCRIPTION | 2011-12 | 2012-13 | 2013-14 | 2015-16 | 2016-17 | FOR CIP SYR TERM |
| 4 | Rem/Rem Classrooms/Labs/Inst. Sup./Site Dev. Phase II (w/ addition) - Downtown (partial) | \$1,939,696 | \$1,939,696 | | | | \$3,879,392 |
| TOTAL REMODELING PROJECTS | | \$1,939,696 | \$1,939,696 | \$0 | \$0 | \$0 | \$3,879,392 |
| <u>NEW CONSTRUCTION PROJECTS:</u> | | | | | | | |
| PR | PROJECT DESCRIPTION | 2011-12 | 2012-13 | 2013-14 | 2015-16 | 2016-17 | FOR CIP SYR TERM |
| 2 | Construct Administration Building (includes Student Services in SF/budget), Clearwater Campu | \$1,205,928 | \$9,847,428 | \$1,205,928 | | | \$12,059,282 |
| 3 | Construct Library Building, Site Improvements, Clearwater Campus | \$2,075,565 | \$2,500,000 | \$14,104,521 | \$2,075,565 | | \$20,756,651 |
| 5 | Adjacent Land and Facilities Acquisition - Collegewide (partial) app | \$1,876,541 | | | | | \$1,876,541 |
| | Construct Student and Support Services, Student Activities - CL | | \$7,756,943 | \$1,305,192 | | | \$9,062,135 |
| | Construct Marine Science Lab/Classrooms and Site Improvements, Utilities - Bay Pines | | \$2,144,130 | | | | \$2,144,130 |
| | Construct Additional Parking 80 Spaces (once Vet Tech is Demolished) - HEC | \$350,000 | | | | | \$350,000 |
| | Natural Habitat Park and Site Imp, Seminole Campus (FECG) | \$100,000 | | | | | \$100,000 |
| TOTAL NEW CONSTRUCTION PROJECTS | | \$5,608,034 | \$22,048,499 | \$16,615,641 | \$2,075,565 | \$0 | \$46,347,739 |
| GRAND TOTAL OF ALL PROJECTS | | \$17,983,850 | \$33,974,577 | \$21,145,972 | \$2,075,565 | \$0 | \$75,179,964 |



MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

Agenda Item VII-D.2

August 17, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

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

SUBJECT: Selection for Construction Manager at Risk Services, Ethics and Social Science Building, Clearwater Campus

At its May 18, 2010 meeting, in the Annual Capital Outlay Budget and Operating Budget and Auxiliary Fund Budget Board Memo, (Agenda Item IX-L), the Board of Trustees authorized the College to advertise for and select firms for projects under the Professional Services Selection Process.

The Legal Notice of Request for Qualifications for Construction Manager at Risk Services, for the Ethics and Social Science Building, Clearwater Campus appeared in the *St. Petersburg Times* on June 21, 2010.

The selection committee was comprised of the following members: Susan M. Reiter, Vice President of Facilities Planning & Institutional Services; Michael Carter, Director of Design and Construction, Facilities Planning & Institutional Services; Stan Vittetoe, Provost of Clearwater Campus; Joseph Leopold, Academic Department Chair for Social Sciences, Clearwater Campus; Jason Green, Sustainability Coordinator and Instructor; Phil Scala, Site Supervisor, Clearwater Campus; and Bea Steele, Facilities Planner and Project Specialist. Additionally, Architecture and Construction students at the Clearwater Campus were active participants of this selection process (although they were non-voting members). The College received twenty (20) submittals and interviewed five (5) firms from those received.

In following the current process for selection under the Competitive Negotiations Act, F.S. 287.055, Susan Reiter abstained from voting on the above ranking, however was present for each of the presentations. Susan Reiter, in accordance with the Board-approved selection process, does hereby make the following recommendation in ranked order:

1. A. D. Morgan Corporation

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

2. W. G. Mills
3. Biltmore Construction
4. Ajax Building Corporation
5. Beck Group

The A.D. Morgan Corporation is a firm the College has worked with primarily on its Seminole Campus, and they are celebrating their 22nd year in business in the Tampa Bay area. They have successfully completed multiple classroom buildings for the College, including the University Partnership Building, UF Dental Building, UF Pharmacy Building, as well as the Seminole Community Library.

Authorization is requested for the following:

- **To approve the ranking as recommended by Susan Reiter, Vice President of Facilities Planning & Institutional Services and to proceed with contract negotiations with the #1 ranked firm;**
- **To assign the Ethics and Social Science Building, Clearwater Campus Project as deemed necessary in accordance with the advertisement for the Construction Manager at Risk Contract;**
- **To issue all purchase orders including Direct Purchases, in accordance with the contract documents and upon receipt of individual proposals based upon the assigned Projects;**
- **To proceed without the need for additional approval by the Board (assuming availability of funds); and**
- **To adjust the amount of the purchase orders based on the subsequent Board of Trustees' approved construction documents and accepted Guaranteed Maximum Price.**

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

mdc0806103

Agenda Item VII-D.3

August 17, 2010

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

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

SUBJECT: Second 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. The First Amendment to this lease agreement was approved by the Board on February 23, 2010, and modified the term to be on a month-to-month basis while adding a portable structure and a storage unit to the leased space with the balance of the terms and conditions remaining the same as the original agreement. Approval of the Second Amendment (as attached) will modify the lease agreement to eliminate the telephone and internet access being provided by the College.

The salient terms and conditions are set forth below:

- The Term of the Agreement, Section 5, Paragraph 2, shall be amended to reflect that the Dollars for Scholars will no longer be receiving telephone lines nor internet access from the College, and that they will be providing their own telephone lines and internet access effective March 20, 2010. The College will no longer charge One Hundred and Eighty Dollars and 00/100 (\$180.00) per month for these services. Therefore, Dollars for Scholars will continue to only pay the base rent of One and 00/100 Dollar (\$1.00) annually. No other changes to the lease agreement are being made.

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 Second Amendment to the Lease Agreement between St. Petersburg College and Dollars for Scholars of St. Petersburg, Inc.

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

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

Attachment

mdc0806103

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

THIS SECOND 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 66th St. N, Pinellas Park, FL, 33781 (hereinafter, the "Scholars").

WITNESSETH:

WHEREAS, The College and Scholars did enter into that certain Lease Agreement dated April 2nd, 2009, whereby the College leased Scholars a portion of the College's property located at 7200 66th 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"),

WHEREAS, The College and Scholars did enter into that First Amendment dated February 25, 2010 whereby the parties amended 1) the term of the Agreement to be on a month to month basis and 2) the leased premises to include the portable and storage unit identified as Buildings 206 and 265 in the Site Plan attached thereto, consisting of approximately 1,240 total square feet;

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

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

WHEREAS, Scholars no longer desires the College to provide telephone or internet access to the leased premises effective March 20, 2010;

WHEREAS, Scholar s no longer desires the College to provide basic technical support for telephone lines or internet access;

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. Paragraph 5 of the Agreement is deleted in its entirety and replaced with the following:

MAINTENANCE, UTILITIES AND SECURITY: The College shall provide to the Scholars for the Leased Premises: (i) utilities, including electrical, heating, ventilation and air conditioning, water, garbage and sewer; (ii) custodial services; and (iii) maintenance services, including maintenance of HVAC systems, roof, exterior walls and structural systems. The College will provide limited security to the Leased Premises in the form of periodic monitoring of the parking lot immediately surrounding the Leased Premises by College security personnel during the normal hours of operation of the College as defined in paragraph 7, below.

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

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

COLLEGE:
Witnesses as to the College:

By: _____
Name: _____

Board of Trustees of St. Petersburg College

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

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

By: _____
Name: _____

SCHOLARS: Dollars for Scholars of St. Petersburg, Inc.

Witnesses as to the Scholars: By: _____
Name: _____
By: _____ Its: _____
Name: _____

By: _____
Name: _____

Agenda Item VII-D.4

August 17, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

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

SUBJECT: Review of Phase III Construction Documents, Project 597-D-10-5,
Remodel/Renovate for Classrooms/Labs (College of Education), Olympia
Building, Tarpon Springs Campus

On March 16, 2010, the Board of Trustees approved partial Phase III Construction Documents (Structural and Building Envelope) and Guaranteed Maximum Price (GMP) for this project. We now have completed the Phase III 100% Construction Documents including the final plans for the interior walls and finishes, all mechanical, plumbing and electrical work.

This project consists of approximately 39,232 square feet of two-story space at the center section of the Olympia Building Warehouse space (connecting to the existing bookstore and café) and leaves the north side of the Olympia Building as approximately 40,000 SF Warehouse space. This project provides new structural systems and exterior fenestration at the center of the Olympia Building and building out the interior of this space as a consolidated location for the College of Education at the Tarpon Springs Campus. This project includes a new main entry to

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

the Olympia Building (College of Education, Bookstore and Café) from the parking at the east side of the Olympia Building. Additionally, this project will provide a new entry on the west side of the Olympia Building, providing a more direct connection of this new space to the balance of the Campus.

The Final Guaranteed Maximum Price (GMP) for this project remains at \$9,176,884 or approximately \$234 per square foot with a total project budget of \$11,170,892. The date for substantial completion remains at January 11, 2011. This GMP is subject to mandatory reviews for building codes, safety-to-life and the Americans with Disabilities Act (ADA).

The funding source for this project is as follows:

| | |
|--|----------------------|
| Public Education Capital Outlay (PECO) Funds, 2005-2008 | \$ 10,442,436 |
| Capital Outlay and Debt Services (CO&DS) Funds, 2006-2008 | \$ 443,456 |
| 4-Year Student Capital Improvement Fee (SCIF) Funds, 2006-2008 | \$ 285,000 |
| Total Project Budget: | \$ 11,170,892 |

At the Board meeting on August 18, 2009 (see attached memo), the Board authorized a loan for \$4,246,355 in order to meet the overall project budget of \$15,316,593. It has since been determined that loans of this nature could not be paid back from future PECO funds. Since last August, the contractor has bid out several early bid packages and the project scope was reduced. This produced an overall reduction in the GMP to \$9,176,884 for the final GMP and overall project of \$11,170,892 and, therefore, the loan funding will not be needed.

These Phase III Construction Documents are presented today for your review and approval. The construction documents have been reviewed by Conferlete Carney, Provost, Tarpon Springs Campus; Sally Naylor, Dean, College of Education; Anne Cooper, Senior Vice President, Academic and Student Affairs; and Kay Burniston, Vice President Baccalaureate Programs and University Partnerships.

Authorization is requested for the following:

- **To approve Phase III Construction Documents;**
- **To approve proceeding with the construction of the work as detailed in these Phase III Construction Documents.**

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

Attachment

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

mdc0806103

Board Material Relating to
Agenda Item IX-D.4
Meeting: August 18, 2009

BOARD OF TRUSTEES ST. PETERSBURG COLLEGE

Review of Preliminary Design Documents and Change Order No. 1, Project 597-C-07-5, Remodel/Renovate for Classrooms/Labs (Building), Olympia Building, Tarpon Springs Campus

Peter R. Brown Construction, Inc., as the Construction Manager at Risk, in conjunction with Mason Blau & Associates, Inc., Architects, and College staff have completed the Schematic Design Plans (Phase I), for Project 597-C-07-5, Remodel/Renovate for Classrooms/Labs (Building), Olympia Building, Tarpon Springs Campus. This design is based on the Educational Specifications that were developed by College staff and the User Advisory Committee.

The original Schematic Plans and Preliminary Guaranteed Maximum Price were approved by the Board on January 27, 2009. This project originally consisted of the installation of a second floor space through intensive structural modifications to the existing building concrete and structural steel systems in the unbuilt out portion of the Olympia Building and all of the necessary mechanical, electrical, plumbing, fire sprinkler, stair tower and elevator infrastructure systems to allow for the future build out of the first and second floor spaces. This plan utilized the funding that was available to provide the infrastructure for future build out, but did not provide any usable finished space during this phase of construction. The college would have to wait to build out the balance of the space until additional Public Educational Capital Outlay (PECO) funding was provided by the state. Due to the continued reduction in available funding from the state, the project team is concerned that there will be a prolonged period of time before the funding is available to build out any of the space. Additionally, the original plan would require the warehouse be replaced in another location through property acquisition or leasing of space. Based upon this information, the project team has investigated options to provide finished space and not requiring replacement of the warehouse.

The Project Team has identified an option to provide the construction of approximately 40,000 SF of two-story space at the center section of the Olympia Building Warehouse space (connecting to the bookstore and café) and to leave the north side of the Olympia building as approximately 40,000 SF Warehouse space. This would require installing new structural systems and exterior fenestration at the center of the Olympia Building and building out the interior of this space as a consolidated location for the college of education at the Tarpon Springs Campus while creating structural separation of the new construction and existing warehouse space. This also allows the college to continue to utilize 40,000 SF of warehouse at the north side of the Building. Additionally, this will be designed and constructed to allow the warehouse space to be built out into a two-story space in the future as funding becomes available.

This revised plan is the best option because it creates finished space for the College of Education under the current project in one consolidated location on campus while making available all of the space that they are currently utilizing in the Bilirakis Building and the one-story portion of the

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

Board Material Relating to
Agenda Item IX-D.4
Meeting: August 18, 2009
Page 2

Olympia Building. This available space will be utilized to accommodate all of the functions of the portables and to allow for expansion of the two year programs.

The original Preliminary GMP for this project was \$9,383,221 with a total project budget of \$11,070,238. This change in direction requires approval of Change Order #1 to increase the GMP by \$2,146,017 to \$11,529,238 or \$288.23 per square foot. Additionally, the total project budget is increased by \$4,246,355 to \$15,316,593. In order to complete this project we would need to "borrow" this additional funding from the college which will be paid back when funding from the state becomes available. At this time, we believe that the current cost per square foot is conservative and as the plans are completed and the project is bid out, we will see savings based upon the current state of the economy and savings seen on other recent construction projects. The anticipated date for substantial completion is April 2011.

The Preliminary Design Documents and Change Order #1 based upon the estimated cost of construction are presented today for your review and approval. They have been reviewed by Dr. Conferlete Carney, Provost, Tarpon Springs Campus; Anne Cooper, Senior Vice President Academic & Student Affairs; and Kay Burniston, Associate Vice President, Baccalaureate Programs and University Partnerships.

Authorization is requested for the following:

- To approve the Preliminary Design Documents
- To approve Change Order #1 for \$2,146,017 and authorization to proceed with the Construction Documents subject to further refinements of the terms, conditions, and bidding, and to authorize the issuance of all necessary purchase orders.

Carl M. Kuttler, Jr., President; Susan M. Reiter, Vice President, Facilities Planning and Institutional Services; and Michael Mason, Principal, Mason Blau & Associates, Inc., recommend approval.

mc0813092

Agenda Item VII-D.5

August 17, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

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

SUBJECT: Certificate of Final Inspection and Release of Final Payment, Project 1707-Q-06-4, Natural Habitat Park and Site Improvement, Seminole Campus

The Project Architect has inspected the work on this project and certifies that as of July 27, 2010, this project was substantially complete in accordance with the contract documents and ready to be occupied for its intended use, subject to the correction of final punch list items, including building code requirements.

A.D. Morgan Corporation, Inc., as the Construction Manager at Risk, was responsible for providing the necessary labor and materials for Project 1707-Q-06-4, Natural Habitat Park and Site Improvement, Seminole Campus.

This project consisted of a natural habitat walkway/trail (for educational activities and habitat observation studies), an open-aired environmental pavilion with seating for up to 50 occupants, a direct access wet lab (floating dock), as well as site improvements to the Seminole Campus. The trail begins at the east entry to the University Partnership Center building with a concrete sidewalk leading to an open-aired environmental pavilion that has removable benches. Upon walking through the pavilion, visitors can follow the walkway into the wetlands area between four of the ponds on the Campus. This trail leads to a direct access wet lab (floating dock) and to a raised boardwalk with the trail ending in the canopies of trees and other focal points for educational activities and habitat observation studies. This project was designed to allow for future expansion of the boardwalk system.

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

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

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

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

10-219. The Board sought an update on the status of the Veterinary Technology building. Ms. Reiter briefly reported that the building project is on track, with a small groundbreaking and topping-out party to soon be scheduled.

10-220. The Board considered Personnel Items VII-F.1-F.2. Mr. Johnston moved approval. Mr. Gibbons seconded the motion. Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Burke voted aye; Mr. Brett voted aye; and Mrs. Bilirakis voted aye. Motion carried.

Information regarding these items is as follows:

Agenda Item VII-F.1

August 17, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr. President **WDL**
SUBJECT: Personnel Report

Approval is sought for the following recommended personnel transactions:

| HIRE Budgeted | | | |
|----------------------|---------------------|------------------------------|-------------------------------------|
| Effect. Date | Name | Department/Location | Title |
| 7/19/2010 | Brown,Geoffrey K. | Fire Science AC | Instructor |
| 7/24/2010 | Cigoi,Josef E | Enrollment Management DO | College Recruiter |
| 7/24/2010 | Faiola,Anna M | Institutional Advancement DO | Video Production Specialist |
| 7/24/2010 | Gomez,Julie D | Counseling & Advisement CL | Generalist, MAP |
| 7/19/2010 | Hanson,Erika E. | Enrollment Management DO | College Recruiter |
| 7/10/2010 | Hester,James G | SPC-Downtown | Technology Resource Specialist |
| 7/24/2010 | Janson,Sarah Ann | Help Desk Technical Support | Technology Call Center Specist |
| 7/24/2010 | Martens,Peter W. | Landscape Services DO | Landscaper |
| 7/14/2010 | Moore,Randall | Facilities Plan & Inst Svcs | Mgr.,Const. Proj.&Cert.Bldg. Admin. |
| 7/10/2010 | Peguero,Maria E. | Custodial Services SPG | Custodian I |
| 7/21/2010 | Salo,Stuart A | Payroll Support | Payroll Specialist II |
| 7/10/2010 | Senack,Erin L. | Student Activities DT | Coord,Student Life Leadership |
| 7/28/2010 | Trudell,Thomas | BA Programs/UPC | Instructor-12 month |
| 7/10/2010 | Vergara,Margaret R. | Central Records DO | Administrative Specialist I |
| 7/26/2010 | Villarroel,Desiree | BA Programs/UPC | Instructor-12 month |
| 7/15/2010 | Watrous,Mitchell L | Medical Lab Technology - HC | Program Director II |
| 7/6/2010 | Williams,Yalonda R | Education & Student Svcs DO | Senior Staff Assistant |

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| HIRE | Temporary/Supplemental | | |
|---------------------|-------------------------------|-------------------------------|--------------------------------|
| Effect. Date | Name | Department/Location | Title |
| 7/9/2010 | Anderson,Lynsey E | Veterinary Technology HC | Federal Work Study Student |
| 7/2/2010 | Brubaker,Jay M | Criminal Justice AC | Instructor- Temporary Non-Cred |
| 7/18/2010 | Buschman,Gregory Alan | Corporate Training E&SS DO | Instructor- Temporary Non-Cred |
| 7/24/2010 | Cohen,Michael F. | Social Science CL | Instructor - Temporary Credit |
| 7/14/2010 | Coraggio,James T | BA Programs/UPC | Lump sum -Spec.Proj. |
| 7/2/2010 | Deasaro,Mark | Criminal Justice AC | Instructor- Temporary Non-Cred |
| 7/23/2010 | Demetriou,Eleftherios | Social Science CL | Instructor - Temporary Credit |
| 7/1/2010 | Disler,Heather H. | Provost SPG | Librarian- Temporary |
| 7/6/2010 | Dorsey,Sheila D | Criminal Justice AC | OPS Career Level 2 |
| 7/8/2010 | Gerodimos,Sherry A | Provost SPG | Lump sum -Spec.Proj. |
| 7/15/2010 | Gomez,Julie D | Associate Provost TS | OPS Career Level 1 |
| 7/9/2010 | Gorka,Elena | Student Activities DO | Federal Work Study Student |
| 7/20/2010 | Goswick,Kelly R | CJI AA/AS DOC AC | Instructor- Temporary Non-Cred |
| 7/2/2010 | Goswick,Kelly R | Criminal Justice AC | Instructor- Temporary Non-Cred |
| 7/12/2010 | Hannah,Marchelle Voshay | Counseling & Advisement SPG | OPS Career Level 2 |
| 7/20/2010 | Hannah,Tikiia N | Baccalaureate Programs/UPC | OPS Career Level 2 |
| 7/10/2010 | Howard,Angela D | Corporate Training E&SS DO | Instructor- Temporary Non-Cred |
| 7/19/2010 | Johnson,Michael Aaron | President | Lump sum -Spec.Proj. |
| 7/19/2010 | Jusino,Criselda | Special Programs/Intl Educ DO | OPS Career Level 7 |
| 7/2/2010 | Lyons,Billie J. | Criminal Justice AC | Instructor- Temporary Non-Cred |
| 7/18/2010 | Marino,Jacob A | Corporate Training E&SS DO | Instructor- Temporary Non-Cred |
| 7/6/2010 | Montero,Tomas C. | Associate Provost CL | Instructor- Temporary Non-Cred |
| 7/5/2010 | Nauman,Mark R | Corporate Training E&SS DO | Instructor- Temporary Non-Cred |
| 7/6/2010 | Panuthos,Nicolle E | Corporate Training E&SS DO | Instructor- Temporary Non-Cred |
| 7/6/2010 | Panuthos,Nicolle E | Corporate Training E&SS DO | Lump sum -Spec.Proj. |
| 7/10/2010 | Reynolds,Keith M | CJI AA/AS DOC AC | Instructor- Temporary Non-Cred |
| 7/2/2010 | Spanolios,Dimetria A | Criminal Justice AC | Instructor- Temporary Non-Cred |
| 7/24/2010 | Tampa,Raymond V | Social Science SPG | Instructor - Temporary Credit |
| 7/6/2010 | Turner,Steven B | Corporate Training E&SS DO | Instructor- Temporary Non-Cred |
| 7/1/2010 | Uden,Eric T | Fire Science AC | Instructor- Temporary Non-Cred |
| 7/24/2010 | Valentine,Matthew S. | Social Science CL | Instructor - Temporary Credit |
| 7/24/2010 | Van Voorst,Richard W. | Fine & Applied Arts CL | Instructor - Temporary Credit |

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

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EXTENSION OF CONTRACT Budgeted

| Effect. Date | Name | Department/Location | Title |
|---------------------|--------------------|----------------------------|-------------------------|
| 8/1/10-7/31/11 | Trudell,Thomas | BA Programs/UPC | Instructor-12 month |
| 8/1/10-7/31/11 | Villarroel,Desiree | BA Programs/UPC | Instructor-12 month |
| 9/1/10-6/30/11 | Wright, Lacreacia | College Reach Out Program | Coordinator II, Project |

REHIRE Temporary/Supplemental

| Effect. Date | Name | Department/Location | Title |
|---------------------|------------------------|--------------------------------|--------------------------------|
| 7/20/2010 | Adamson,Patrick E | CJI AA/AS DOC AC | Instructor- Temporary Non-Cred |
| 7/2/2010 | Barea,Hilary N | Provost TS | Federal Work Study Student |
| 7/20/2010 | Benjamin,Susan M | Central Records DO | OPS Career Level 3 |
| 7/24/2010 | Clark,Danny B. | Distance Learning TV SE | Instructor - Temporary Credit |
| 7/1/2010 | Cochran,Craig A | Allstate Center Provost | OPS Career Level 2 |
| 7/1/2010 | Corey,Jean B | Provost SPG | Counselor- Temporary |
| 7/8/2010 | Dibuono,Michael | CJI AA/AS DOC AC | Instructor- Temporary Non-Cred |
| 7/10/2010 | Dimick,Oanh | Scholarships/Stu Fin Assist SP | Federal Work Study Student |
| 7/1/2010 | Droke,William L. | Corporate Training E&SS DO | Instructor- Temporary Non-Cred |
| 7/23/2010 | Gartner,John V. | BA Programs/UPC | Supplemental Bach Prog. |
| 7/20/2010 | Gaunt,John C. | CJI AA/AS DOC AC | Instructor- Temporary Non-Cred |
| 7/2/2010 | Gaunt,John C. | Criminal Justice AC | Instructor- Temporary Non-Cred |
| 7/1/2010 | Grinnell,Lynn Dean | BA Programs/UPC | Lump sum -Spec.Proj. |
| 7/1/2010 | Julson,Domini Lynn | Provost SPG | OPS Career Level 2 |
| 7/6/2010 | Lunsford,David W | Corporate Training E&SS DO | Instructor- Temporary Non-Cred |
| 7/20/2010 | Lyons,Jason J | CJI AA/AS DOC AC | Instructor- Temporary Non-Cred |
| 7/2/2010 | Lyons,Jason J | Criminal Justice AC | Instructor- Temporary Non-Cred |
| 7/1/2010 | Mahoney,Maureen | Ethics TS | Non Instr Supplement-Not ECH |
| 7/6/2010 | Nickels,Sharon J | Corporate Training E&SS DO | Instructor- Temporary Non-Cred |
| 7/6/2010 | Ortiz,Therezita K. | Corporate Training E&SS DO | Instructor- Temporary Non-Cred |
| 7/24/2010 | Plante III,Richard A. | Social Science CL | Instructor - Temporary Credit |
| 7/20/2010 | Rigopoulos,Alexander K | Students Activities TS | Federal Work Study Student |
| 7/10/2010 | Senack,Erin L. | Letters SPG | Supplemental Instr - Credit |
| 7/26/2010 | Sengamphone,Naly | Enrollment Management DO | General Service/Maint. |
| 7/5/2010 | Setala,Linda | Enrollment Management DO | Other Professional- Temporary |
| 7/1/2010 | Sharpless,Donna | Letters CL | OPS Career Level 5 |
| 7/1/2010 | Siegler,Katherine L. | New Initiative Program - HC | OPS Career Level 7 |

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| | | | |
|-----------|-------------------------|--------------------------------|--------------------------------|
| 7/21/2010 | Spakowicz,David L | Florida Natl. Guard Grant - AC | Instructor- Temporary Non-Cred |
| 7/1/2010 | Tinson,Shantrice Nicole | Associate Provost CL | Federal Work Study Student |
| 7/25/2010 | Tittle,Mary | BA Programs/UPC | Adjunct Bach Prog. |
| 7/1/2010 | Wamsley,Tamara A | New Initiative Program - HC | OPS Career Level 4 |
| 7/2/2010 | Weideman,Carol Anne | BA Programs/UPC | Lump sum -Spec.Proj. |
| 7/6/2010 | Wiebe,Jeffrey J | Education & Student Svcs DO | Other Professional- Temporary |

TRANSFER/PROMOTION Budgeted

| Effect. Date | Name | Department/Location | Title |
|---------------------|----------------------|-----------------------------|------------------------------|
| 7/10/2010 | Donnelly,Cynthia E. | Facilities Plan & Inst Svcs | Executive Staff Assistant |
| 7/12/2010 | Eubank,Marsha K. | Purchasing Support | Snr. Purchasing Specialist |
| 7/24/2010 | Janusz,Dawn M. | Provost HC | Coordinator I, Project |
| 7/24/2010 | Seaberg,Katherine D. | Education & Student Svcs DO | Curr. Supp. Specialist |
| 7/24/2010 | Smith,Junetta | Counseling & Advisement TS | Generalist, MAP |
| 7/1/2010 | Tufts,Shannon S. | Admin Info Systems - SE | Mgr.,Network Sys. & Sec. Ops |

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

emg0806103

Agenda Item VII-F.2

August 17, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

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

SUBJECT: Vision Plan

Approval is sought to renew the contract with Advantica EyeCare, Inc. to provide vision insurance to budgeted employees.

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

If approved, Advantica EyeCare, Inc. will continue to provide vision insurance as a voluntary benefit through payroll deduction for two plan years, October 1, 2010 through September 30, 2012. Because this is a voluntary benefit, employees (not the college) pay the entire cost. The employee rates – in effect since Advantica became the voluntary vision provider in 2006 – are remaining constant. In summary, there are two options:

1) Advantica EyeCare Select Plus 100

- One visit per benefits year to in-network physician for eye examination: \$10 co-pay
- New lenses every benefits year & new frames every other benefits year: \$15 co-pay
- Allowance of \$100 toward the purchase of any frames
- In lieu of eyeglasses, allowances of \$100 for contact lenses & \$30 for lens fitting

The employee contribution, taken from 24 paychecks per year:

Employee only: \$2.74 Employee+1: \$5.49 Family: \$10.83

2) Advantica EyeCare Select Plus 150

Benefits for exam, lenses and co-pay are the same as Select Plus 100, except:

- Employee may choose new frames every benefits year
- Allowance for frames is increased to \$150
- In lieu of eyeglasses, allowances of \$150 for contact lenses & \$40 for lens fitting

The employee contribution, taken from 24 paychecks per year:

Employee only: \$3.71 Employee+1: \$7.42 Family: \$14.06

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

emg0806105

10-221. A rulemaking hearing was conducted for the purpose of amending and/or adopting changes to the Board of Trustees Rules and Procedures Manual. Proof of public notice of this meeting is included as a part of these minutes. Internal notice was published in the **Blue and White** and notices were duly posted. The chairman requested comments from the public. The president sought approval of Item VII-G. Mr. Gibbons moved approval. Mr. Johnston seconded the motion. Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Burke voted aye; Mr. Brett voted aye; and Mrs. Bilirakis voted aye. Motion carried.

Information regarding the rules is as follows:

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

Invoice/Serial Number

10-08647

GULF COAST
BUSINESS REVIEW

Published Weekly
Clearwater, Pinellas County, Florida

COUNTY OF PINELLAS

S.S.

STATE OF FLORIDA

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

being a Notice of Special Meeting

in the matter of Public Meeting on August 17, 2010 at 8:30 am

in the _____ Court, was published in said newspaper in the issues of July 16, 2010

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


Amanda M. Scott

Sworn to and subscribed before me this

16th day of July A.D. 2010,

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


Danielle Mandeville Notary Public, State of Florida
(SEAL)

NOTARY PUBLIC STATE OF FLORIDA
Danielle Mandeville
Commission # DE971808
Expires: MAR. 15, 2014
BONDED THRU ATLANTIC BONDING CO., INC.

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

NOTICE OF SPECIAL MEETING AND CANCELLATION
OF REGULAR MEETING
BOARD OF TRUSTEES, ST. PETERSBURG COLLEGE
AND NOTICE OF ADOPTION, AMENDMENT OR REPEAL OF
RULES AND HEARING

The Board of Trustees of St. Petersburg College announces a public meeting to which all persons are invited.

DATE AND TIME: August 17, 2010; Board meeting commencing at 8:30 a.m. (The meeting, which was previously scheduled to be held on the same date at 8:30 a.m. at the EpiCenter of St. Petersburg College, Conference Room 1-453, 13905 58th Street North, Largo, Florida, has been canceled.)

PLACE: The meeting will be held at the Seminole Campus of St. Petersburg College, Hospitality Classroom—Room UP 303, 9200 113th Street North, Seminole, Florida.

PURPOSE: The meeting will be held for the purpose of considering routine business and such other matters that come before the Board including adopting or amending rules of the Board of Trustees pursuant to its rule-making authority.

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

The proposed rules and/or amendments, together with the purpose and effect and specific legal authority, will be posted no later than Friday, July 16, 2010, on the official bulletin boards as follows: at the St. Petersburg/Gibbs and Clearwater Campuses in the entrance to the libraries; at the Tarpon Springs Campus in the Lyceum Building across from Room LY 104; at the EpiCenter—Services Building, in the north corridor across from Room 168; at the EpiCenter, in the hall near Room 1-108; in Work Room 147 at the EpiCenter—District Office; on the south wall, across from the waiting area under the stairs, at the Health Education Center; outside Room UP 156 at the Seminole Campus; outside the Florida Room at the Allstate Center; in the lobby across from the admissions and registration desk of the SPC Downtown Center; on the wall adjacent to Room 105 at SPC Midtown and advertised in a newspaper of general circulation and in the Blue and White Faculty and Staff Announcements.

The Notice(s) of Rule Development on the foregoing rule(s) appeared in the Blue & White Faculty & Staff Announcements and was posted on each of the College's official bulletin boards on June 25, 2010. Said Notice(s) also appeared in the Gulf Coast Business Review on June 25, 2010.

Please note that the proposed changes to the rules attached do not reflect changes (if any) which are pending or have recently been approved by the Board of Trustees.

Any person wishing to be heard on the proposed rule(s) and/or amendments will be provided an opportunity to do so by appearing before the Board at said meeting.

If requested within 21 days after the date of publication of this notice, a hearing on the proposed rule(s) or amendments thereto will be held at 8:30 a.m. or soon thereafter on August 17, 2010, held at the Seminole Campus of St. Petersburg College, Hospitality Classroom—Room UP 303, 9200 113th Street North, Seminole, Florida. See Section 120.54(3)(c), Florida Statutes.

Any person who is substantially affected by the above rules may seek an administrative determination of the invalidity of any proposed rule on the ground that proposed rule is an invalid exercise of the Board's delegated legislative authority. Such request shall be by Petition in writing and filed within 21 days after the date of publication of this notice. See Section 120.56(2), Florida Statutes.

Any person who wishes to provide the Board with information regarding the statement of estimated regulatory costs, or to provide a proposal for a lower cost regulatory alternative as provided by Section 120.541(1), Florida Statutes, must do so in writing within 21 days after the date of publication of this notice.

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. See Section 286.0105, Florida Statutes.

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

Information regarding the proposed rule(s) and/or amendments for consideration and intended action is attached to this Notice.

NAME OF AGENCY: BOARD OF TRUSTEES, ST. PETERSBURG COLLEGE

RULE TITLE: GENERAL EDUCATION REQUIREMENTS FOR ASSOCIATE DEGREE PROGRAMS

RULE NO.: 6Hx23-4.32

RULE NOTICE DATE: July 16, 2010

PURPOSE AND EFFECT: The proposed revisions to the Rule will add ECO 2000 Introduction to Economics to the list of courses that would satisfy part of the Social and Behavioral Sciences general education requirements for students in A.A. and A.S. programs.

SUBJECT AREA TO BE ADDRESSED: See Purpose and Effect above.

SUMMARY: See Purpose and Effect above.

SPECIFIC AUTHORITY: 1001.64(2) & (4), F.S.

LAW IMPLEMENTED: 1004.03, 1007.24, 1007.25, 1004.65, 1004.68, 1009.23, 1009.25, 1009.26, 1001.64(10), 1007.263, F.S.; Rules 6A-14.030, 6A-10.030, F.A.C.

SUMMARY STATEMENT OF ESTIMATED REGULATORY COSTS: The proposed changes to the Rule will affect students seeking A.A. or A.S. degrees. There is no cost to the College associated with this amendment. There is no anticipated adverse effect on state or local government. There are no transactional costs associated with this amendment. There is no anticipated adverse impact on small business.

PROPOSED DATE TO BECOME EFFECTIVE: Session I, 2010-11

July 16, 2010

10-08647

Agenda Item VII-G

August 17, 2010

MINUTES OF THE SPECIAL MEETING OF AUGUST 17, 2010

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

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

SUBJECT: Board of Trustees' Rules

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

6Hx23-4.32 General Education Requirements for Associate Degree Programs The proposed revisions to the Rule will add ECO 2000 Introduction to Economics to the list of courses that would satisfy part of the Social and Behavioral Sciences general education requirements for students in A.A. and A.S. programs. *Submitted by Anne Cooper & Conferlete Carney.*

Syd McKenzie, General Counsel, recommends approval.

Attachment

ps0806102

6Hx23-4.32 I. GENERAL EDUCATION REQUIREMENTS FOR ASSOCIATE DEGREE PROGRAMS

- A. Changes to course numbers and titles are made by the State Department of Education on a regular basis. Such changes to any courses will be effective when approved by the State Department of Education despite any delays in correcting the course numbers and titles. The Board hereby grants the President the authority, without further Board approval, to amend this Rule and other Board of Trustees' rules wherein course titles and numbers are listed, to provide for the correction of course numbers and titles as are approved by the State Department of Education.
- B. To provide students with an enhanced world view in light of an increasingly globalized economy, students must include at least one of the following courses as part of the general education

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requirements for the Associate in Arts, Associate in Science, and Associate in Applied Science degrees.

- LIT 2110 World Literature I
- LIT 2110H Honors World Literature I
- LIT 2120 World Literature II
- LIT 2120H Honors World Literature II
- HUM 2270 Humanities (East-West Synthesis)
- HUM 2270H Honors Humanities
(East-West Synthesis)
- REL 2300 World Religions
- INR 2002 International Relations
- INR 2002H Honors International Relations
- WOH 2040 The Twentieth Century
- WOH 2040H Honors The Twentieth Century

II. GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE IN ARTS DEGREE

The general education requirements for the Associate in Arts degree consist of a minimum of 36 semester hours of credit. The minimum area requirements for the 36 semester hours are as follows:

Word Count A. Area I COMMUNICATIONS (a minimum of 9 semester hours with a grade of "C" or higher). This requirement may be met by completing 1, 2, **and** 3 below:

6,000 words

- 1. ENC 1101 Composition I
or
ENC 1121H Honors Composition I

NOTE: ENC 1101 **or** ENC 1121H must be completed within the first 24 semester hours of coursework at St. Petersburg College in the A.A. Degree Program.

6,000 words

- 2. One of the following 3 semester hour courses:

- AML 1600 African-American Literature
- ENC 1102 Composition II
- ENC 1122H Honors Composition II
- AML 2010 American Literature I **OR** (AML

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| | |
|----------|--|
| | 2010 H) |
| AML 2020 | American Literature II OR (AML 2020H) |
| ENL 2012 | British Literature I OR (ENL 2012H) |
| ENL 2022 | British Literature II |
| LIT 2110 | World Literature I OR (LIT 2110H) |
| LIT 2120 | World Literature II OR (LIT 2120H) |

NOTE: ENC 1102 **or** its equivalent course from this list must be completed within the first 36 semester hours of coursework at St. Petersburg College in the A.A. Degree Program.

2,000 words

3. One of the following 3 semester hour courses:

| | |
|-----------|---|
| SPC 1017 | Introduction to Speech Communication |
| SPC 1017H | Honors Introduction to Speech Communication |
| SPC 1065 | Business and Professional Speaking |
| SPC 1608 | Public Speaking |
| SPC 1608H | Honors Public Speaking |

B. Area II HUMANITIES/FINE ARTS (a minimum of 6 semester hours with a grade of "C" or higher). This requirement may be met by completing 1 **and** 2 below:

2,000 words

1. *HUM 2210 Western Humanities I (Ancient through Renaissance)
or
*HUM 2210H Honors Western Humanities I (Ancient through Renaissance)
or
*HUM 2233 Western Humanities II (Baroque to the Present)
or
*HUM 2233H Honors Western Humanities II (Baroque to the Present)
or
**HUM 2250 Humanities (Western Man)

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or

****HUM 2250H Honors Humanities (Western Man)**

*Students who have received credit for HUM 2250 cannot also receive credit for HUM 2210 **or** HUM 2233

**For students who completed HUM 2250 prior to Session I, 1996-97

2,000 words

2. One of the following 3 semester hour courses:

| | |
|-----------|--|
| ARH 1000 | Understanding Art |
| ARH 2050 | Art History I |
| ARH 2051 | Art History II |
| HUM 2210 | Western Humanities I (Ancient through Renaissance) |
| HUM 2210H | Honors Western Humanities I (Ancient through Renaissance) |
| HUM 2233 | Western Humanities II (Baroque to the Present) |
| HUM 2233H | Honors Western Humanities II (Baroque to the Present) |
| HUM 2270 | Humanities (East-West Synthesis) |
| HUM 2270H | Honors Humanities (East-West Synthesis) |
| MUH 1110 | Introduction to Music |
| MUL 1010 | Introduction to Music History |
| PHI 1010 | Introduction to Philosophy |
| REL 2300 | World Religions |

C. Area III MATHEMATICS (a minimum of 6 semester hours with a grade of "C" or higher). This requirement may be met by completing a minimum of two courses with a MAC, MAP, MAS, MGF, **or** MTG prefix.

STA 2023 may be substituted for any one course.

D. Area IV NATURAL SCIENCES (a minimum of 6 semester hours including at least one laboratory course, shown

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with an “L” in the prefix, **or** a laboratory/lecture course shown with a “C” in the prefix). This requirement may be met by completing courses from 1 **and** 2 below (at least one from biological sciences and one from physical sciences); **OR** 9 semester hours (if not including a laboratory experience) from a combination of the biological science field **and** the physical science field; **OR** a minimum of 12 semester hours from either field.

1. Biological Science field courses (a minimum of 3 semester hours from the following):

BOT 1000C Botany with Lab
BSC XXXX/XXXXL Any course with a BSC
(Biology) prefix
HUN 1201 Science of Nutrition
MCB 2010-2010L Microbiology and Lab
OCB 1000C Biology of Marine Life

2. Physical Science field courses (a minimum of 3 semester hours from the following):

AST XXXX/XXXXL Any course with an AST
(Astronomy) prefix

(Note: Students taking AST 1002 cannot also receive credit for AST 1003 or AST 1004)

CHM XXXX/XXXXL Any course with a CHM
(Chemistry) prefix
GLY XXXX/XXXXL Any course with a GLY
(Geology) prefix
PHY XXXX/XXXXL Any course with a PHY
(Physics) prefix
PSC XXXX/XXXXL Any course with a PSC
(Physical science) prefix
EVS 1001 Introduction to Environmental
Science
ISC 1001L Methods of Science Laboratory
ESC 1000 Earth Sciences

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| | |
|-----------|------------------------------|
| ESC 1000L | Earth Science Lab |
| MET 2010 | Introductory Meteorology |
| MET XXXXL | Meteorology Lab |
| OCE 2001 | Introduction to Oceanography |
| OCE 2001L | Oceanography Laboratory |

E. Area V SOCIAL AND BEHAVIORAL SCIENCES (a minimum of 6 semester hours with a grade of "C" or higher). This requirement may be met by completing 1 **and** 2 below:

2,000 words

1. POS 2041 American National Government
or
POS 2050H Honors American Government

2,000 words

2. One of the following 3 semester hour courses:

| | |
|-----------------|---|
| AMH 1091 | African-American History |
| AMH 2010 | History of the United States to 1865 (or Honors) |
| AMH 2020 | History of the United States from 1865 (or Honors) |
| AMH 2059 | The United States in Vietnam |
| ANT 2000 | Introduction to Anthropology |
| ANT 2003 | Survey of Anthropology |
| ANT 2410 | Cultural Anthropology |
| <u>ECO 2000</u> | <u>Introduction to Economics</u> |
| ECO 2013 | Principles of Macroeconomics (or Honors) |
| ECO 2023 | Principles of Microeconomics (or Honors) |
| EUH 1000 | Development of Western Civilization I to 1500 |
| EUH 1001 | Development of Western Civilization II from 1500 |
| GEA 2172 | Geography of the Developing World |
| GEA 2174 | Geography of the Developed World |
| INR 2002 | International Relations (or Honors) |
| POS 2112 | State and Local Government |
| PSY 1012 | General Psychology (or Honors) |
| SYG 2000 | Introductory Sociology |

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| | |
|----------|-----------------------------------|
| SYG 2010 | Social Problems |
| SYG 2221 | Women and Society |
| SYG 2430 | Marriage and Family |
| WOH 2040 | The Twentieth Century (or Honors) |

- F. Area VI ETHICS (a minimum of 3 semester hours with a grade of "C" or higher).

2,000 words

This requirement may be met by completing any one of the following:

PHI 1600 Studies in Applied Ethics
PHI 1602H Honors Studies in Applied Ethics
PHI 1631 Studies in Professional Ethics
PHI 2635 Health Care Ethics Applied
PHI 2649 Applied Ethics in Public Safety Professions

or by completing:

PHI 1603 **and** either PHI 2621 **or** PHI 2622

- G. Area VII COMPUTER/INFORMATION LITERACY COMPETENCY (no minimum credit hours required). Computer/information literacy competency may be demonstrated by completing one of the following:

1. Passing a College-approved Basic Computer/Information Skills Competency Test; **or**
2. Successful completion of at least one of the following:
 - a. CGS 1060 Basic Computer and Information Literacy
 - b. CGS 1100 Microcomputer Applications (as revised in 2002)
 - c. EME 2040 Introduction to Educational Technology (as revised in 2002), preferred for Education majors.

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- d. DEH 3730, DEH 3813, DEH 3814 **and** DEH 4607.

New courses approved by the Board of Trustees meeting the computer/information literacy criteria may be permitted to satisfy the computer competency requirement for graduation. The approved curriculum will be presented by amendment to this Rule within six months of approval by the Board of Trustees.

III. ALTERNATIVE PLAN FOR COLLEGE WRITING REQUIREMENTS IN THE ASSOCIATE IN ARTS DEGREE PROGRAM—INTERDISCIPLINARY STUDIES

[SBE Rule 6A-010.030(2)(a)]

The Board of Trustees of St. Petersburg College has submitted to the State Board of Education and had approved an alternative to the provision of this Rule requiring students to produce written work of at least 24,000 words in 12 semester hours of English coursework. Students who are eligible for honors courses or who have the permission of a dean may enroll in this option to the regular general education program. The alternative requires a grade of “C” or higher in each course, and the minimum area requirements for this 24-27 credit hour option are as follows:

A. Areas I, II and V above:

INTERDISCIPLINARY STUDIES (a minimum of 24 semester hours). This requirement may be met by completing 1, 2, **and** 3 below:

1. IDS 1101H Honors Interdisciplinary Studies – Ancient to Renaissance (9 semester hours)*
2. IDS 1102H Honors Interdisciplinary Studies – Baroque to Modern (9 semester hours)*
3. IDS 2103H Honors Interdisciplinary Studies – The American Experience (6 semester hours)* **OR**
4. IDS 2106H America and the World (9 semester hours)*

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*A grade of "C" or higher is required for each of these courses.

Note: Students partially completing the Interdisciplinary Studies will receive advanced standing credit toward the completion of the general education program, Section I above, as follows:

1. IDS 1101H - ENC 1121H, HUM 2210H, **and** SPC 1017H.
2. IDS 1102H - LIT 2120H, HUM 2233H, **and** AMH 2020H.
3. IDS 2103H - POS 2050H **and** AMH 2010H **OR**
4. IDS 2106H - POS 2050H, ECO2013H, AND AMH 2010H.

- B. Areas III, IV, **and** VII
No general education alternatives for IDS Studies.

IV. GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE IN SCIENCE DEGREE

The general education requirements for the Associate in Science degree consist of a minimum of 17 transferable semester hours of credit. The minimum area requirements for the 17 transferable semester hours are as follows:

- A. Area I COMMUNICATIONS (6-9 semester hours with a grade of "C" or higher). This requirement may be met by completing either 1, 2 and 3 **or** 1 and 3 below:

1. ENC 1101 Composition I within the first 24 semester hours of coursework in the Associate in Science Program at St. Petersburg College **or** ENC 1121H Honors Composition I

and IF REQUIRED BY PROGRAM

2. ENC 1102 Composition II within the first 36 semester hours of coursework in the Associate in Science Program at St. Petersburg College **or**
ENC 1122H Honors Composition II **or**

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| | |
|-----------|----------------------------------|
| AML 1600 | African-American Literature |
| AML 2010 | American Literature I or |
| AML 2010H | Honors American Literature I |
| AML 2020 | American Literature II or |
| AML 2020H | Honors American Literature II |
| ENL 2012 | British Literature I or |
| ENL 2012H | Honors British Literature I |
| ENL 2022 | British Literature II |
| LIT 2110 | World Literature I or |
| LIT 2110H | Honors World Literature I |
| LIT 2120 | World Literature II or |
| LIT 2120H | Honors World Literature II |

3. SPC 1017 Introduction to Speech Communication
or
SPC 1017H Honors Introduction to Speech
Communication
or
SPC 1065 Business and Professional
Speaking
or
SPC 1608 Public Speaking
or
SPC 1608H Honors Public Speaking

- B. Area II HUMANITIES/FINE ARTS (3 semester hours with a grade of "C" or higher). This requirement may be met by completing one of the 3 semester hour courses below:

| | |
|------------|--|
| ARH 1000 | Understanding Art |
| ARH 2050 | Art History I |
| ARH 2051 | Art History II |
| *HUM 2210 | Western Humanities I (Ancient through Renaissance) |
| *HUM 2210H | Honors Western Humanities I (Ancient through Renaissance) |
| *HUM 2233 | Western Humanities II (Baroque to the Present) |
| *HUM 2233H | Honors Western Humanities II |

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| | | |
|-------|-------|--|
| | | (Baroque to the Present) |
| HUM | 2270 | Humanities (East-West Synthesis) |
| HUM | 2270H | Honors Humanities(East-West Synthesis) |
| MUH | 1110 | Introduction to Music |
| MUL | 1010 | Introduction to Music History |
| PHI | 1010 | Introduction to Philosophy |
| REL | 2300 | World Religions |
| **HUM | 2250 | Humanities (Western Man) |
| | | or |
| **HUM | 2250H | Honors Humanities (Western Man) |

*Students who have received credit for HUM 2250 cannot also receive credit for HUM 2210 **or** HUM 2230

**For students who completed HUM 2250 prior to Session I, 1996-97

C. Area III MATHEMATICS (3 semester hours with a grade of "C" or higher).

Any course with an MAC, MAP, MAS, MGF, STA **or** MTG prefix

D. Area IV NATURAL SCIENCES (no minimum credit hours required for general education for the A. S. degree except by the specific A.S. articulated programs).

E. Area V SOCIAL AND BEHAVIORAL SCIENCES (3 semester hours with a grade of "C" or higher). This requirement may be met by completing one of the 3 semester hour courses below:

| | | |
|-----|------|---|
| AMH | 1091 | African-American History |
| AMH | 2010 | History of the United States I (or Honors) |
| AMH | 2020 | History of the United States II (or Honors) |
| AMH | 2059 | The United States in Vietnam |
| ANT | 2000 | Introduction to Anthropology |

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| | |
|-----------------|--|
| ANT 2003 | Survey of Anthropology |
| ANT 2410 | Cultural Anthropology |
| <u>ECO 2000</u> | <u>Introduction to Economics</u> |
| ECO 2013 | Principles of Macroeconomics or |
| ECO 2013H | Honors Principles of Macroeconomics |
| EUH 1000 | Development of Western Civilization I |
| EUH 1001 | Development of Western Civilization II |
| GEA 2172 | Geography of the Developing Worlds |
| GEA 2174 | Geography of the Developed World |
| INR 2002 | International Relations or |
| INR 2002H | Honors International Relations |
| POS 2041 | American National Government or |
| POS 2050H | Honors American National Government |
| POS 2112 | State and Local Government |
| PSY 1012 | General Psychology or |
| PSY 1020H | Honors General Psychology |
| SYG 2000 | Introductory Sociology |
| SYG 2010 | Social Problems |
| SYG 2221 | Women and Society |
| SYG 2430 | Marriage and Family |
| WOH 2040 | The Twentieth Century (or Honors) |

F. Area VI ETHICS (2-3 semester hours with a grade of “C” or higher). This requirement may be met by completing one of the following as determined by the course of study:

| | |
|-----------|--|
| PHI 1603 | Applied Ethics |
| or | |
| PHI 1600 | Studies in Applied Ethics, |
| or | |
| PHI 1602H | Honors Studies in Applied Ethics, |
| or | |
| PHI 1631 | Studies in Professional Ethics |
| or | |
| PHI 2635 | Health Care Ethics Applied |
| PHI 2649 | Applied Ethics in Public Safety Professions |

G. Area VII COMPUTER/INFORMATION LITERACY

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COMPETENCY (no minimum credit hours required).
Computer/information literacy competency may be demonstrated by completing one of the following:

1. Passing a College-approved Basic Computer/Information Skills Competency Test; **or**
2. Successful completion of at least one of the following:
 - a. CGS 1060 Basic Computer and Information Literacy
 - b. CGS 1100 Microcomputer Applications (as revised in 2002)
 - c. EME 2040 Introduction to Educational Technology (as revised in 2002), preferred for Education majors.
 - d. DEH 3730, DEH 3813, DEH 3814 **and** DEH 4607.

New courses approved by the Board of Trustees meeting the computer/information literacy criteria may be permitted to satisfy the computer competency requirement for graduation. The approved curriculum will be presented by amendment to this Rule within six months of approval by the Board of Trustees.

TOTAL (17 semester hours)

Programs may limit the options available under Mathematics, Humanities/Fine Arts, and Social and Behavioral Sciences.

V. GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE IN APPLIED SCIENCE DEGREE

The general education requirements for the Associate in Applied Science degree consist of a minimum of 18 semester hours of credit.

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The minimum area requirements for the 18 semester hours are as follows:

A. Area I COMMUNICATIONS (6-9 semester hours). This requirement may be met by completing either 1, 2 and 3 or 1 and 3 below:

1. ENC 1101 Composition I within the first 24 semester hours of coursework in the Associate in Applied Science Program at St. Petersburg College
or ENC 1121H Honors Composition I

and IF REQUIRED BY PROGRAM

2. ENC 1102 Composition II within the first 36 semester hours of coursework in the Associate in Applied Science Program at St. Petersburg College
or
ENC 1122H Honors Composition II or
AML 1600 African-American Literature
AML 2010 American Literature I or
AML 2010H Honors American Literature I
AML 2020 American Literature II or
AML 2020H Honors American Literature II
ENL 2012 British Literature I or
ENL 2012H Honors British Literature I
ENL 2022 British Literature II
LIT 2110 World Literature I or
LIT 2110H Honors World Literature I
LIT 2120 World Literature II or
LIT 2120H Honors World Literature II
3. SPC 1017 Introduction to Speech Communication
or
SPC 1017H Honors Introduction to Speech Communication
or
SPC 1065 Business and Professional Speaking

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or

SPC 1608 Public Speaking

or

SPC 1608H Honors Public Speaking

B. Area II HUMANITIES/FINE ARTS (3 semester hours). This requirement may be met by completing one of the 3 semester hour courses below:

| | |
|-------------|--|
| ARH 2050 | Art History I |
| ARH 2051 | Art History II |
| *HUM 2210 | Western Humanities I (Ancient through Renaissance) |
| *HUM 2210H | Honors Western Humanities I (Ancient through Renaissance) |
| *HUM 2233 | Western Humanities II (Baroque to the Present) |
| *HUM 2233H | Honors Western Humanities II (Baroque to the Present) |
| HUM 2270 | Humanities (East-West Synthesis) |
| HUM 2270H | Honors Humanities (East-West Synthesis) |
| MUH 1110 | Introduction to Music |
| ORI 2000 | Oral Interpretation of Literature |
| PHI 1010 | Introduction to Philosophy |
| REL 2300 | World Religions |
| THE 2000 | Introduction to Theatre Arts |
| **HUM 2250 | Humanities (Western Man) |
| | or |
| **HUM 2250H | Honors Humanities (Western Man) |

*Students who have received credit for HUM 2250 cannot also receive credit for HUM 2210 **or** HUM 2233

**For students who completed HUM 2250 prior to Session I, 1996-97

C. Area III MATHEMATICS (3 semester hours).

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Any course with an MAC, MAP, MAS, MAT, MGF, STA, or MTG prefix

D. Area IV NATURAL SCIENCES (no minimum credit hours required for general education for the A.A.S. degree except by the specific A.S. articulated programs).

E. Area V SOCIAL AND BEHAVIORAL SCIENCES (3 semester hours). This requirement may be met by completing one of the 3 semester hour courses below:

| | |
|-----------|---|
| AMH 1091 | African-American History |
| AMH 2010 | History of the United States I (or Honors) |
| AMH 2020 | History of the United States II (or Honors) |
| ANT 2000 | Introduction to Anthropology |
| ANT 2410 | Cultural Anthropology |
| ECO 2000 | Introduction to Economics |
| ECO 2013 | Principles of Macroeconomics or |
| ECO 2013H | Honors Principles of Macroeconomics |
| EUH 1000 | Development of Western Civilization I |
| EUH 1001 | Development of Western Civilization II |
| POS 2041 | American National Government or |
| POS 2050H | Honors American National Government |
| POS 2112 | State and Local Government |
| PSY 1012 | General Psychology or |
| PSY 1020H | Honors General Psychology |
| SYG 2000 | Introductory Sociology |
| SYG 2010 | Social Problems |
| WOH 2040 | The Twentieth Century (or Honors) |

F. Area VI ETHICS (3 semester hours)

| | |
|-----------|-----------------------------------|
| PHI 1600 | Studies in Applied Ethics, |
| or | |
| PHI 1602H | Honors Studies in Applied Ethics, |
| or | |
| PHI 1631 | Studies in Professional Ethics, |
| or | |
| PHI 2635 | Health Care Ethics Applied |

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PHI 2649 Applied Ethics in Public Safety
Professions

G. Area VII COMPUTER/INFORMATION LITERACY
COMPETENCY (no minimum credit hours required).
Computer/information literacy competency may be
demonstrated by completing one of the following:

1. Passing a College-approved Basic
Computer/Information Skills Competency Test; **or**
2. Successful completion of at least one of the
following:
 - a. CGS 1060 Basic Computer and Information
Literacy
 - b. CGS 1100 Microcomputer Applications (as
revised in 2002)
 - c. EME 2040 Introduction to Educational
Technology (as revised in 2002), preferred for
Education majors.
 - d. DEH 3730, DEH 3813, DEH 3814 **and** DEH
4607.

New courses approved by the Board of Trustees
meeting the computer/information literacy criteria
may be permitted to satisfy the computer
competency requirement for graduation. The
approved curriculum will be presented by
amendment to this Rule within six months of
approval by the Board of Trustees.

TOTAL (18 semester hours)

Programs may limit the options available under
Mathematics, Humanities/Fine Arts, and Social and
Behavioral Sciences.

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Specific Authority: 1001.64(2) & (4), F.S.

Law Implemented: 1004.03, 1007.24, 1007.25, 1004.65, 1004.68, 1009.23, 1009.25, 1009.26, 1001.64(10), 1007.263, F.S.; Rules 6A-14.030, 6A-10.030, F.A.C.

History: ...4/21/10. Filed – 4/21/10. Effective 4/21/10; 8/17/10. Proposed Date To Be Filed – 8/17/10. To Become Effective – Session I 2010-11.

10-222. The Board considered Curriculum Items VII-H.1-H.2 and Item VII-I, Student Tuition and Fees Report. Mr. Gibbons moved approval. Mr. Johnston seconded the motion. Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Burke voted aye; Mr. Brett voted aye; and Mrs. Bilirakis voted aye. Motion carried.

Information regarding these items is as follows:

Agenda Item VII-H.1

August 17, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

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

SUBJECT: Credit Curriculum

Approval is sought for the following courses to be added effective Term I 2010-2011:

| | |
|-----------|---|
| ANS 3006 | Introduction to Animal Science (3 credits) |
| ASL 2210C | American Sign Language IV with Lab (4 credits) |
| DAA 1XXX | Applied Lessons in Alexander Technique (1 credit) |
| FSE 11XX | Cremation History, Principles, and Practices (2 credits) |
| FSE 1XXX | Funeral Ethics (1 credit) |
| HSA 3XXX | Educational Concepts in Allied Health Education (3 credits) |
| MUC 1102 | Music Composition II: Strings and Woodwinds (2 credits) |
| MUC 1103 | Music Composition III: Strings and Woodwinds (2 credits) |

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| | |
|-----------|---|
| MUC 1104 | Music Composition IV: Chamber Orchestra (2 credits) |
| MUM 1629 | Advanced Audio Mixing Techniques (3 credits) |
| MUM 1629L | Advanced Audio Mixing Techniques Lab (1 credit) |
| MUM 2612 | Critical Listening II: Analysis of Contemporary Production Techniques (3 credits) |
| MUM 2635 | Avid Pro Tools 101/110 (3 credits) |
| MUM 2636 | Avid Pro Tools 201/210 (3 credits) |
| MUN 2709 | Rhythm Section Boot Camp (1 credit) |
| MUN 2719 | Rhythm and Blues Ensemble II (1 credit) |
| RMI 1200 | Principles of Property and Liability Insurance (3 credits) |
| ZOO 3733C | Human Anatomy with Lab (4 credits) |

Approval is sought for the following courses to be changed effective Term I 2010-2011:

Description Changes:

| | |
|----------|---|
| ACG 2450 | Microcomputer Accounting (3 credits) Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum. |
| CGS 1100 | Microcomputer Applications (3 credits) Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum. |
| CGS 1178 | Web Scripting with CGI/PERL and JavaScript (3 credits) All course changes are needed to keep pace with changes in industry and higher demands of employers. |
| COP 1822 | Introduction to Web Page Creation (1 credit) 3-year review: This course no longer has topics associated with it. It is only taught using HTML. |
| COP 2801 | Javascript (3 credits) Course changes due to the fact that Javascript has recently become more important, and more demanding, because of the rise of Ajax and the development of a number of Javascript libraries. |
| COP 2823 | Advanced Web Page Creation (3 credits) Course changes made for ensuring relevancy, appropriateness, and applicability of curriculum. |

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CTS 1327 Installing and Configuring Microsoft Windows Client (3 credits)
Course is being updated from Windows XP Professional to Microsoft Windows Client in an effort to stay current and provide students with courses that match the industry standard.

CTS 2322 Linux System Administration II (3 credits)
Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.

IDS 2103H Honors Interdisciplinary Studies: Modern (6 credits)
IDS 2103H is being revised to improve the Social Science contribution to the IDS honors course offerings at SPC. The IDS 2103 revision continues the belief that qualified students may chose to participate in learning communities that promote a well-rounded curriculum. Thus, the interplay between various academic disciplines stresses integration, interrelatedness, and holism, all of which are hallmarks of honors programs in American higher education.

PRO 4130 Material Science (2 credits)
Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.

PRO 4600 Practice Management Orthotics and Prosthetics (2 credits)
Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.

STA 2023 Elementary Statistics (3 credits)
Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.

Prerequisite Changes:

COP 2801 Javascript (3 credits)
Require Prerequisites of CGS 1000 and CGS 1822.

HIM 1000 Introduction to Health Information Management (3 credits)
Require prerequisites of Admission to the Healthcare Informatics AS degree to ensure admission process is verified prior to enrollment. Adding BSC1084C as a prerequisite option to provide more course offering options and increase prerequisite availability to student.

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- HIM 1002 Healthcare Informatics Project Management (3 credits)
Require prerequisites of Admission to the Healthcare Informatics AS degree and Healthcare Informatics Certificate program to ensure admission process is verified prior to enrollment.
- HIM 1110 Classification Systems, Indexes, and Registries (3 credits)
Require prerequisites of Admission to the Health Information Management A.S. degree program and Healthcare Informatics AS degree to ensure admission process is verified prior to enrollment.
- HIM 1211 Health Information Technologies (2 credits)
Require prerequisites of Admission to the Healthcare Informatics AS degree to ensure admission process is verified prior to enrollment.
- HIM 1212 Data and Workflow Management (3 credits)
Require prerequisites of Admissions to the Healthcare Informatics A. S. degree and Healthcare Informatics Certificate to ensure admission process is verified to enrollment.
- HIM 1430 Principles of Disease (3 credits)
Require prerequisites of Admission to the Healthcare Informatics AS degree to ensure admission process is verified prior to enrollment. Adding BSC1084C as a prerequisite option to provide more course offering options and increase prerequisite availability to student.
- HIM 1800 Professional Practice Experience I (2 credits)
Require prerequisites of Admission to the Health Information Management A.S. degree program and Medical Coder Certificate program to ensure admission process is verified prior to enrollment.
- HIM 2003 Healthcare Informatics Practicum (2 credits)
Require prerequisites of Admission to the Healthcare Informatics AS degree and the Healthcare Informatics Certificate program to ensure admission process is verified prior to enrollment.
- HIM 2004 Healthcare Informatics Capstone (2 credits)
Require prerequisites of Admission to the Healthcare Informatics AS degree to ensure admission process is verified prior to enrollment. Adding HIM 1002, HIM 1102, HIM 1212 to specify the courses in the Healthcare Informatics Certificate program.

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- HIM 2012 Health Law Concepts and Practices (3 credits)
Require prerequisite of Admission to Medical Coder CT be removed as this course is not part of the Medical Coder CT. Require prerequisites of Admission to the Healthcare Informatics AS degree to ensure admission process is verified prior to enrollment.
- HIM 2214C Healthcare Statistics and Research (1 credit)
Require prerequisite of Admissions to the Health Information Management A.S. degree program or the Healthcare Informatics A. S. degree program to ensure admission process is verified prior to enrollment.
- HIM 2222 Basic ICD Coding (3 credits)
Require prerequisite of Admission to the Health Information Management A.S. degree program and the Medical Coder Certificate program to ensure admission process is verified prior to enrollment. Adding BSC1084C as a prerequisite option to provide more course offering options and increase prerequisite availability to student.
- HIM 2223 Introduction to Coding and Reimbursement Systems (3 credits)
Require prerequisite of Admission to the Healthcare Informatics AS degree to ensure admission process is verified prior to enrollment.
- HIM 2234 Advanced ICD Coding and Reimbursement (3 credits)
Require prerequisite of Admission to the Health Information Management A.S. degree program and the Medical Coder Certificate program to ensure admission process is verified prior to enrollment.
- HIM 2253 Basic CPT Coding (3 credits)
Require prerequisite of Admission to the Health Information Management A.S. degree program and the Medical Coder Certificate program to ensure admission process is verified prior to enrollment. Adding BSC1084C as prerequisite option to provide more course offering options and increase prerequisite availability to student.
- HIM 2283 Advanced CPT Coding and Reimbursement (3 credits)
Require prerequisite of Admissions to the Health Information Management A.S. degree program and the Medical Coder Certificate program degree to ensure admission process is verified prior to

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enrollment.

HIM 2500 Organization and Supervision (3 credits)
Require prerequisite of Admissions to the Health Information Management A.S. degree program and the Healthcare Informatics A.S. degree program to ensure admission process is verified prior to enrollment.

HIM 2510 Quality and Performance Improvement (3 credits)
Require prerequisite of Admissions to the Health Information Management A.S. degree program and the Healthcare Informatics A. S. degree program as ensure admission process is verified prior to enrollment.

HIM 2652 Electronic Health/Medical Record Systems (3 credits)
Require prerequisite of Admission to the Healthcare Informatics AS degree and the Healthcare Informatics Certificate program to ensure admission process is verified prior to enrollment.

HIM 2810 Professional Practice Experience I (2 credits)
Require prerequisite of Admissions to the Health Information Management A.S. degree program and the Medical Coder Certificate program to ensure admission process is verified prior to enrollment.

HIM 2820 Professional Practice Experience II (2 credits)
Require prerequisite of Admissions to the Health Information Management A.S. degree program to ensure admission process is verified prior to enrollment.

STA 2023 Elementary Statistics (3 credits)
Require prerequisite of recommendation that MAT 1033, with a grade of "C" or better, be taken within the last two years, to ensure students have needed math skills for course.

Title Changes:

ACG 2450 Microcomputer Accounting (3 credits)
Title changed to "Accounting Software Applications."

CGS 1100 Microcomputer Applications (3 credits)
Title changed to "Computer Applications."

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- CGS 1178 Web Scripting with CGI/PERL and Javascript (3 credits)
Title changed to "Web Scripting with CGI/PERL."
- CTS 1327 Installing and Configuring Microsoft Windows Client (3 credits)
Title changed to "Configuring and Administering Microsoft Windows Client."
- IDS 2103H Honors Interdisciplinary Studies: Modern (6 credits)
Title changed to "Honors Interdisciplinary Studies: The American Experience."
- MAN 2340 Human Factors in Supervision (3 credits)
Title changed to "Supervisory Management" to better reflect the current content of the course.
- MUC 1101 Applied Music Composition (2 credits)
Title changed to "Introduction to Music Composition" to correspond with the new composition sequence.

Major Learning Outcomes/Course Objective Changes:

- ACG 2001 Applied Financial Accounting I (3 credits)
Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.
- ACG 2450 Microcomputer Accounting (3 credits)
Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.
- CGS 1100 Microcomputer Applications (3 credits)
Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.
- CGS 1178 Web Scripting with CGI/PERL and JavaScript (3 credits)
All course changes are needed to keep pace with changes in industry and higher demands of employers.
- COP 2801 Javascript (3 credits)
Course changes due to the fact that Javascript has recently become more important, and more demanding, because of the rise of Ajax and the

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development of a number of Javascript libraries.

- COP 2839 ASP.NET Programming with VB.NET (3 credits)
Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.
- CTS 1327 Installing and Configuring Microsoft Windows Client (3 credits)
Course is being updated from Windows XP Professional to Microsoft Windows Client in an effort to stay current and provide students with courses that match the industry standard.
- CTS 2322 Linux System Administration II (3 credits)
Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.
- DEH 3813 Contemporary Issues in Dental Hygiene (4 credits)
Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.
- DEH 4854 Leadership in Dental Hygiene (3 credits)
Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.
- IDS 2103H Honors Interdisciplinary Studies: Modern (6 credits)
IDS 2103H is being revised to improve the Social Science contribution to the IDS honors course offerings at SPC. The IDS 2103 revision continues the belief that qualified students may chose to participate in learning communities that promote a well-rounded curriculum. Thus, the interplay between various academic disciplines stresses integration, interrelatedness, and holism, all of which are hallmarks of honors programs in American higher education.
- PRO 4130 Material Science (2 credits)
Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.
- PRO 4600 Practice Management Orthotics and Prosthetics (2 credits)
Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.
- STA 2023 Elementary Statistics (3 credits)

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Course changes made as part of the college's three-year review process for ensuring relevancy, appropriateness, and applicability of curriculum.

Approval is sought for the following courses to be deleted effective Term I 2010-2011:

| | |
|----------|---|
| CTS 1815 | Configuring and Troubleshooting Internet Information Server and Windows Terminal Services |
| MAR 1143 | Seminar in Global Marketing |
| MAR 2141 | International Marketing |
| MKA 2512 | Sales Promotion and Public Relations |
| SBM 1000 | Small Business Entrepreneurship |

Approval is sought for the following programs to be added effective Term I 2010-2011:

| | |
|-----------|--|
| AVID-CT | Avid Certified Pro Tools Operator and Sound Technologist Certificate (15 credits) 5 credit hours existing courses MUM 2601 Music Technology and Recording Techniques II; MUM 2601L Music Technology and Recording Techniques II Lab; MUN 2004 Recording Studio Ensemble 10 credit hours new courses: MUM 2635 Avid Pro Tools 101/110 MUM 2636 Avid Pro Tools 201/210 MUM 1629 Advanced Auto Mixing Techniques MUM 1629L Advanced Auto Mixing Techniques Lab |
| ENTR-CT | Entrepreneurship Certificate (12 credits) 6 credit hours existing courses GEB 2112 Introduction to Entrepreneurship; GEB 2131 Entrepreneurship Management 6 credit hours courses yet to be created- GEB 2ZZZ Entrepreneurial Marketing and Sales; GEB 2AAA Planning the Entrepreneurial Venture |
| FUNAT-CT | Funeral Arts Certificate (28 credits) 25 credit hours of existing courses 6 credit hours new courses: FSE 1XXX Funeral Ethics FSE 11XX Cremation History, Principles and Practices |
| INTBUS-CT | International Business Certificate (12 credits) All existing courses GEB 1011, Introduction to Business; GEB 2350 Survey of International Business; MAN 2604 Intercultural Relations in Business; MAR 1142 |

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Global Marketing

MGT/LDR-CT Management/Leadership Certificate (12 credits)
9 credit hours existing courses
MAN 2021 Principles of Management; MAN 2340 Supervisory Management; MAN 2582 Introduction to Project Management
3 credit hours from courses yet to be developed MAN 2XXX Introduction to Leadership

MKT-CT Marketing Certificate (12 credits)
9 credit hours existing courses
MAR 2011 Principles of Marketing; MAR 2321 Advertising; MKA 2021 Sales
3 credit hours course yet to be developed MKA 2XXX Social Marketing

Approval is sought for the following programs to be changed effective Term I 2010-2011:

ACTAP-CT Accounting Applications Certificate (18 credits)
Change Program Courses. Delete option of ACG 2949 Accounting Co-op

BIOLOGY-BS Biology (120 credits)
Change Program Courses. Add electives ANS 3006 Introduction to Animal Science; BSC3312C Marine Biology with Lab; ZOO3307C Vertebrate Zoology with Lab; ZOO 3733C Human Anatomy with Lab

BUSADM-CT Business Administration Certificate (24 credits)
Program Requirements. Added Internship courses ACG 2940; GEB 2940 MAN 2940;MKA 2940. Removed wording "Any Business Co-Op Work Experience Course OR Internship."

BUS-AS Business Administration (64 credits)
Subplan B: Added FIN 2000 Principles of Finance
Deleted MAN 2582 Introduction to Project Management
Added Subplan D, Entrepreneurship:
37 credit hours existing courses
6 credit hours courses yet to be created- GEB 2ZZZ Entrepreneurial Marketing and Sales; GEB 2AAA Planning the Entrepreneurial Venture
Added Subplan E Management/Leadership
40 credit hours from existing courses
Added Subplan F: Marketing
37 credit hours existing courses

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3 credit hours course yet to be developed MKA 2XXX Social Marketing

CWPA-AS Computer/Web Programming and Analysis (63 credits)
Deleted CGS 1100; CNT 1000; CTS 1120; COP 2940; MAN 2582 Added
COP 2801. COP 2XXX course yet to be created (3 credit hours).

CWPS-CT Computer/Web Programming Specialist Certificate (35 credits)
Program Requirements and Electives. Added Program Requirement: COP
2801. Added Electives: CIS 2321 Systems Analysis and Design 3 credit
hours; COP 2XXX 3 credit hours course not yet developed. Electives
Deleted: COP 2801, COP 2949, CTS 1120, and MAN 2582.

HSA-BAS Health Services Administration (120 credits)
Subplan A: Added new course HSA 3XXX Educational Concepts
Removed ISM 3330, ISM 4212, ISM 4323, and MAN 4625.
Subplan B: Added new courses HSA 3XXX Educational Concepts; HUS
3370 Issues in Mental Health.
Subplan C: Added ISM 3232 (existing course). Removed ISM 3330, ISM
4212, and ISM 4323.
Subplan D: Added HSA 3XXX Educational Concepts for Allied Health
Education.

INSVS-AS Insurance Services (64 credits)
Core and Support Courses. Added MAR 2321 and RMI 1200. Removed
RMI 2949.

MCITPSA-CT Microsoft Certified IT Professional: Server Administrator Certificate (21
credits)
Edited Job Related Opportunities and Description. Added CTS 2106
(existing course). Removed CET 1172C.

Approval is sought for the following programs to be deleted effective Term I 2010-2011:

MGMT-AAS or

MKT-AAS Business Administration and Management – they are added to the BUS-
AS and also have new certificates.

Tonjua Williams, Vice President for Academic and Student Affairs, recommends approval.

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Agenda Item VII-H.2

August 17, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

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

SUBJECT: Noncredit Curriculum

Confirmation is sought for the following noncredit course(s) to be added effective Term III 2009-2010:

| | |
|---------|---|
| CMN0901 | Virtual Teams (8 hours) |
| DBS0932 | SQL Level 1 (8 hours) |
| DBS0933 | SharePoint Administrator (8 hours) |
| DBS0934 | SQL Level 2 (12 hours) |
| DBS0935 | Sharepoint User (8 hours) |
| DBS0937 | SQL Architecture (8 hours) |
| DBS0939 | SQL Fundamentals (4 hours) |
| DBS0947 | FileMaker Pro 8 Level 1 (8 hours) |
| DBS0949 | FileMaker Pro 8 Level 2 (8 hours) |
| FAC0301 | Conducting Meetings (8 hours) |
| LNG0327 | Intensive English as a Second Language - In-State (80 - 256 (256 standard) hours) |
| LNG0328 | Intensive English as a Second Language - Au Pair (72 hours) |
| LNG0329 | Intensive English as a Second Language - Online (16 hours) |
| MNS0915 | Moving from Technical Professional to Manager (16 hours) |
| PPS0913 | Preparing, Developing, and Delivering Presentations Using Powerpoint (8 hours) |
| PPS0922 | Visio Level 2 (8 hours) |
| PRG0945 | Visual Basic for Access: Enhance Macros (4 hours) |
| PRG0947 | Visual Basic for Excel: Create Macros (4 hours) |
| PRG0965 | VB.Net Fundamentals and Architecture (8 hours) |
| PSP0839 | Fire Science Inservice (3 hours) |
| PSP0847 | Size Up / Painting the Picture (4 hours) |

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|---------|---|
| SMS0333 | Career Development (8 hours) |
| VOT0900 | Technology Management Program (188 hours) |
| VOT0901 | Information Security Program (188 hours) |
| WSP0923 | JavaScript Level 2 (8 hours) |

Confirmation is sought for the following noncredit course(s) to be changed effective Term III 2009-2010:

Contact Hours Changes:

| | |
|---------|--|
| LNG0326 | Intensive English as a Second Language (128-256 (256 standard) hours) Contact hours range changed from 80-240 to 128-256. |
|---------|--|

Description Changes:

| | |
|---------|---|
| PRG0961 | Visual Basic.Net Level 1 (16 hours) Description changed to properly reflect course topic. |
| PRG0962 | Visual Basic.NET, Level 2 (16 hours) Description changed to properly reflect course topic. |

Fee Changes:

| | |
|---------|---|
| CMN0331 | Grammar Review (8 hours) Change student fee from \$80.00 to \$139.00 to cover increase in cost of material and salary expenses. |
| LNG0326 | Intensive English as a Second Language (128-256 (256 standard) hours) Fee range changed from \$1,995.00-\$5,695.00 to \$1,995.00-\$4,499.68. |
| MNS0320 | Essential Interviewing Skills (8 hours) Fee decreased from \$259.00 to \$139.00 to remain competitive in today's market. |
| PPS0920 | Visio Level 1 (8 hours) Price increase from \$99.00 to \$139.00 to cover increased material and salary costs. |
| PSP0637 | Breath Test Operators Course 16 hours (16 hours) Correcting price from \$185.69 to \$187.42 due to error in form submitted to July board. |
| PSP0638 | Breath Test Operators Renewal Course 4 hours (4 hours) |

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Correcting price from \$47.67 to \$49.91 due to error in form submitted to July board.

- PSP0654 8 Hrs Driver Improvement and Veh Ops Advocational (8 hours)
Fee changing from \$14.48 to \$18.96 due to an increase in administrative fee.
- PSP0701 16 Hours In-Service Training (16 hours)
Fee changing from \$175.11 to \$183.77 due to an increase in administrative fee.
- PSP0704 40 Hours Agency-Specific In-Service Training (40 hours)
Fee changing from \$458.20 to \$480.60 due to an increase in administrative fee.
- PSP0768 4 Hours Agency-Specific In-Service Training (4 hours)
Fee changing from \$20.00 to \$22.24 due to an increase in administrative fee.
- PSP0769 8 Hours Agency-Specific In-Service Training (8 hours)
Fee changing from \$40.00 to \$44.48 due to an increase in administrative fee.
- PSP0801 Live Fire Instructor Training (40 hours)
Fee changing from \$292.15 to \$307.73 to reflect the increase in workforce fees.
- PSP0816 Physical Ability Test (4 hours)
Fee changing from \$36.48 to \$56.91 to reflect the increase in workforce fees.
- PSP0821 Shipboard Firefighting (8 hours)
Fee changing from \$263.71 to \$271.23 to reflect the increase in workforce fees.
- PSP0825 Live Fire Adjunct Instructor Training (16 hours)
Fee changing from \$143.15 to \$277.66 to reflect the increase in workforce fees.
- PSP0826 Apparatus Pump Operator (40 hours)

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- Fee changing from \$186.55 to \$244.98 to reflect the increase in workforce fees.
- PSP0827 Emergency Use of Elevators (8 hours)
Fee changing from \$35.20 to \$68.28 to reflect the increase in workforce fees.
- PSP0828 Fire Service Hydraulics (40 hours)
Fee changing from \$186.55 to \$236.23 to reflect the increase in workforce fees.
- PSP0830 National Fire Academy Control and Command of Incident Operation (40 hours)
Fee changing from \$182.50 to \$235.40 to reflect the increase in workforce fees.
- PSP0831 Firefighter Intern Program (200 hours)
Fee changing from \$997.75 to \$1,185.75 to reflect the increase in workforce fees.
- PSP0832 Advanced Hoseline Management (8 hours)
Fee changing from \$30.00 to \$51.55 to reflect the increase in workforce fees.
- PSP0834 National Fire Association Command and Control of Target Hazards (25 hours)
Fee changing from \$192.00 to \$240.40 to reflect the increase in workforce fees.
- PSP0835 Use of Thermal Imaging Cameras in Live Fire Environment (8 hours)
Fee changing from \$85.00 to \$106.28 to reflect the increase in workforce fees.
- PSP0837 Advanced Auto Extrication (24 hours)
Fee changing from \$187.01 to \$203.91 to reflect the increase in workforce fees.
- PSP0840 Live Fire Training Instructor (LFTI) Refresher Course (8 hours)
Fee changing from \$55.11 to \$85.50 to reflect the increase in workforce fees.

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- PSP0841 Firefighter Rescue / Firefighter Survival (40 hours)
Fee changing from \$393.47 to \$434.40 to reflect the increase in workforce fees.
- PSP0842 NFA Strategy and Tactics for Initial Company Operations (16 hours)
Fee changing from \$83.50 to \$114.16 to reflect the increase in workforce fees.
- PSP0843 NFA Incident and Command for Structural Collapse (16 hours)
Fee changing from \$89.00 to \$119.66 to reflect the increase in workforce fees.
- PSP0844 NFA Incident Command for Highrise Operations (16 hours)
Fee changing from \$81.00 to \$111.66 to reflect the increase in workforce fees.
- PSP0846 Florida Firefighter Minimum Skills Refresher (24 hours)
Fee changing from \$178.87 to \$208.91 to reflect the increase in workforce fees.
- PSP0848 Physical Abilities Test (PAT) Prep Course (8 hours)
Fee changing from \$45.40 to \$67.48 to reflect the increase in workforce fees.
- PSP0849 Test Review for State Apparatus Operator Exam (2 hours)
Fee changing from \$50.26 to \$68.28 to reflect the increase in workforce fees.
- PSP0851 Personal Rope Skills (8 hours)
Fee changing from \$112.96 to \$125.48 to reflect the increase in workforce fees.
- PSP0852 Aerial Operations (40 hours)
Fee changing from \$310.80 to \$353.40 to reflect the increase in workforce fees.
- PSP0853 NFA NIMS ICS for the Fire Service (16 hours)
Fee changing from \$75.00 to \$119.16 to reflect the increase in workforce fees.

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- PSP0854 NFA Incident Safety Officer (16 hours)
Fee changing from \$75.00 to \$119.16 to reflect the increase in workforce fees.
- PSP0855 Big Fire Big Water (4 hours)
Fee changing from \$45.63 to \$54.39 to reflect the increase in workforce fees.
- PSP0856 Ventilation (4 hours)
Fee changing from \$61.88 to \$70.64 to reflect the increase in workforce fees.
- PSP0857 Tricks of the Truck (24 hours)
Fee changing from \$256.08 to \$281.97 to reflect the increase in workforce fees.
- PSP0858 Firefighter Survival: Physiology of Self-Preservation (8 hours)
Fee changing from \$53.39 to \$65.08 to reflect the increase in workforce fees.
- PSP0859 Emergency Vehicle Driver Training (EVDT) (16 hours)
Fee changing from \$126.47 to \$146.51 to reflect the increase in workforce fees.
- PSP0860 Emergency Medical Responder (40 hours)
Fee changing from \$178.27 to \$219.20 to reflect the increase in workforce fees.
- PSP0861 Large Animal Rescue (8 hours)
Fee changing from \$81.23 to \$92.91 to reflect the increase in workforce fees.
- WSP0920 JavaScript Level 1 (8 hours)
Change student fee from \$149.00 to \$209.00 to cover increase in cost of material and salary expenses.

Title Changes:

- CMN0331 Grammar Review (8 hours)
Title changed to "Grammar Skills" to remain competitive in today's

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market.

- LNG0326 Intensive English as a Second Language (128-256 (256 standard) hours)
Added "Out of State" to end of title. Program was split into 3 parts: Out of State, In State, and Au Pair.
- MNS0320 Essential Interviewing Skills (8 hours)
Title changed to "Interviewing Skills.
- PRG0961 Visual Basic.Net Level 1 (16 hours)
Title changed to "ASP.Net 3.5 C/C++" to properly reflect course topic.
- PRG0962 Visual Basic.NET, Level 2 (16 hours)
Title changed to "ASP.Net 3.5 VB" to properly reflect course topic.
- PSP0637 Breath Test Operators Course 16 hours (16 hours)
Title changed to: Breath Test Operators Course.
- PSP0638 Breath Test Operators Renewal Course 4 hours (4 hours)
Title changed to: Breath Test Operators Renewal Course.

Confirmation is sought for the following noncredit course(s) for be temporarily changed effective Term III 2009-2010:

Fee Changes:

- EMP0515 ITLS Renewal (#2646) (8 hours)
Price raised from \$70.00 to \$75.00 due to increased instructional and class supplies cost.

Approval is sought for the following noncredit course(s) to be added effective Term I 2010-2011:

- AAP0320 Introduction to Green Living (9 hours)
AAP0321 Greening Your Home (12 hours)
AAP0322 Greening Your Business (16 hours)

Approval is sought for the following noncredit course(s) to be changed effective Term I 2010-2011:

Contact Hours Changes:

- EMP0515 ITLS Renewal (8 hours)

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Contact hours decreasing from 9 to 8.

Description Changes:

AAP0612 SAT Test Prep (24 hours)
Change description to allow combining AAP0612 and AAP0613, as they are the same class, use the same book, and are directed to the same audience.

Fee Changes:

CDV0508 Separation and Divorce: A Child's View (4.5 hours)
Price raised from \$35.00 to \$40.00. Price has not been raised in over six years.

EMP0515 ITLS Renewal (8 hours)
Price raised from \$70.00 to \$75.00 due to increased instructional and class supplies cost.

AAP0612 SAT Test Prep (24 hours)
Price raised from \$215.00 to \$245.00. Price has not increased for four years. Our competitors charge considerably more. Huntington charges range from \$2,000 to \$3,000, and Kaplan charges \$1,200.

Approval is sought for the following noncredit course(s) to be temporarily changed effective Term I 2010-2011:

Fee Changes:

HHP0376 IV Therapy Certificate - Clinical (6-32 hours)
Title changed to: PICC Advanced 2-Day Clinical.

Title Changes:

HHP0376 IV Therapy Certificate - Clinical (6-32 hours)
Fee increased from \$1,299.00 to \$1,499.00 due to highly specialized instructional costs.

Approval is sought for the following noncredit course(s) to be deleted effective Term I 2010-2011:

AAP0613 SAT Test Prep - High School Class

Anne Cooper, Senior Vice President for Academic and Student Affairs; JC Brock, Campus

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Executive Officer, Allstate Center; and Stan Vittetoe, Provost, Clearwater Campus and Vice President for Workforce and Continuing Education, recommend approval.

rm0806107

Agenda Item VII-I

August 17, 2010

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

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

SUBJECT: Student Tuition and Fees Report

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

Additions

| Type | Description | Amount | Due | Effective |
|------|-------------|--------|-----|-----------|
|------|-------------|--------|-----|-----------|

NONE

Deletions

| Type | Description | Amount | Due | Effective |
|------|-------------|--------|-----|-----------|
|------|-------------|--------|-----|-----------|

NONE

Fee Change

| Type | Description | Current Amount | Amount | Due | Effective |
|-------------|--|----------------|----------|--------------------------|--------------|
| Course Fee | EEX 4940 Internship: Exceptional Student Education | \$89.00 | \$51.00 | with course registration | Spring 10/11 |
| Course Fee | EVT 4940 Internship: Technology Education, 6-12 | \$89.00 | \$51.00 | with course registration | Spring 10/11 |
| Course Fee | BTE 4940 Internship: Business Technology Education | \$89.00 | \$51.00 | with course registration | Spring 10/11 |
| Course Fee | MAE 4940 Internship: Secondary Mathematics Education, 6-12 | \$89.00 | \$51.00 | with course registration | Spring 10/11 |
| Testing Fee | NUR 1001C Transition to Professional Nursing Clinical Experience | \$170.00 | \$220.00 | with course registration | Spring 10/11 |
| Testing Fee | NUR 1021C Nursing I Clinical Experience | \$100.00 | \$143.00 | with course registration | Spring 10/11 |
| Testing Fee | NUR 1211C Nursing II Clinical Experience | \$100.00 | \$143.00 | with course registration | Spring 10/11 |
| Testing Fee | NUR 2462C Nursing III Clinical Experience | \$100.00 | \$143.00 | with course registration | Spring 10/11 |
| Testing Fee | NUR 2731C Nursing IV Clinical Experience | \$100.00 | \$143.00 | with course registration | Spring 10/11 |

Other Changes to Schedule (Non-Monetary)

| Type | Description | Effective |
|------|-------------|-----------|
|------|-------------|-----------|

NONE

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

ym0806103

10-223. President Law called upon Dr. Doug Duncan, Senior Vice President, Administrative/Business Services & Information Technology, who presented Item VII-J, Financial Report and Update. Mr. Burke inquired as to any stimulus funds received for FY09-10. Dr. Law indicated these funds were most likely folded into the State Government line item. Dr. Duncan responded that before applying for reimbursement of stimulus funds, expenses for fall adjuncts first need to be shown. Mr. Johnston stated he did not feel the financial report as presented is sufficient, and that he prefers a different format for monthly reports to better assist the trustees in their understanding of where the College currently stands financially in accordance with the budget. Mr. Burke clarified that the Board will still receive financial statements each quarter, as has been current practice by mail, although those reports will now be brought as part of the Board meeting. He recommended Dr. Law, Mr. Johnston and Dr. Duncan meet and decide on the best method of transparently reporting this information to the Board.

Dr. Law stated he is trying to focus on how the College is doing based on projected revenues, which may require both monthly and quarterly reporting. Mr. Johnston requested he further look at all programming revenue costs to the College and decide how to allocate, and then keep the Board informed on a regular basis. Dr. Law agreed to pull information submitted for purposes of the State funding formula and report back to the Board. Mr. Burke reiterated that this cost reporting, similar to what was reported to the Board in June in regard to the Arts programs, has been an ongoing focus of the Board.

Dr. Duncan provided explanation on the variance percentages reflected in his financial report as well as additional information through Power Point on FY10-11 Revenue and Expense Distribution.

Information regarding this item is as follows (a copy of the full PowerPoint presentation is on file as **Attachment A – 10-223**):

Agenda Item VII-J

August 17, 2010

MEMORANDUM

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TO: Board of Trustees, St. Petersburg College

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

SUBJECT: Financial Report and Update

The following is the year over year information for the month ending July 2010 financial report. Also included are the attached graphs which supplement the financial report.

| | FY09-10 | FY10-11 | Variance | % Variance |
|-----------------------|---------------------|---------------------|------------------|-----------------------|
| Revenues | | | | |
| State Government | \$4,020,816 | \$4,664,689 | \$643,873 | 16.01% |
| Stimulus Funds | \$0 | \$0 | \$0 | |
| Student Fees | \$8,218,520 | \$8,115,796 | (\$102,724) | -1.25% |
| Other Revenue | \$211,267 | \$131,257 | (\$80,010) | -37.87% |
| Fund Transfers In | \$5,561 | \$555 | (\$5,006) | -90.02% |
| Total Revenues | \$12,456,164 | \$12,912,297 | \$456,133 | 3.66% |

| | | | | |
|------------------------|---------------------|---------------------|------------------|--------------|
| Expenses | | | | |
| Personnel and Benefits | \$8,739,436 | \$8,733,049 | (\$6,387) | -0.07% |
| Current Expenses | \$2,253,283 | \$2,351,239 | \$97,956 | 4.35% |
| Capital | \$46,821 | \$61,965 | \$15,144 | 32.34% |
| Total Expenses | \$11,039,540 | \$11,146,253 | \$106,713 | 0.97% |

| | | | | |
|---|--------------------|--------------------|------------------|---------------|
| Total Revenues Over Expenses | \$1,416,624 | \$1,766,044 | \$349,420 | 24.67% |
|---|--------------------|--------------------|------------------|---------------|

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

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10-224. President Law called upon Dr. James Olliver, who was joined by Dr. Anne Cooper, Senior Vice President, Academic & Student Affairs, and Ms. Westergard, in presenting Item VII-K, eCampus: Past, Present and Future. Dr. Cooper provided an overview of eCampus. Dr. Olliver shared statistics associated with eCampus, including demographics as of Spring 2009-10, courses and sections offered, course enrollment, Project Eagle funding, and award-winning instruction and support. Mr. Johnston requested the Board be given an opportunity to observe how eCampus works, either individually or together as a Board, to assist in the trustees' understanding of what students encounter. Dr. Olliver suggested walking the Board through an online course or any of the tools being shared today. Dr. Law agreed that the Board's level of understanding is fundamental and to make this walk-through a priority for a future meeting.

Ms. Westergard presented eCampus 101, which included some of the core elements of eCampus operations and steps and initiatives to take eCampus to the next level in terms of growth and quality. (*Mr. Brett exited during this part of the meeting.*) Dr. Law and Ms. Westergard provided information, at the Board's request, as to the College's Center for Excellence in Teaching and Learning. Mr. Burke inquired about the percentage of online courses taught by adjuncts vs. those taught by full-time faculty and the effectiveness of each. Staff responded as to the elements that determine course effectiveness, and Dr. Olliver agreed to report back to the Board with more specific information. Dr. Cooper and Ms. Westergard responded to Mr. Gibbons' inquiry regarding how eCampus integrates into the total student services process. Mr. Burke thanked those involved in this presentation.

Information regarding this item is on file as **Attachment B – 10-224.**

10-225. President Law asked that Item VII-L, Fall Semester Enrollment Overview, be deferred until next month where it will be part of the student services presentation.

10-226. Under the President's Report, Dr. Law discussed the following: He stated a national search is being initiated to fill the SPC Foundation executive director position previously held by Mr. Paul Hanna, and although he is not in a position to start identifying individuals, he assured the Board it would be an open and fair process.

Mr. Johnston expressed concern about a national search to fill this position, noting he felt it is best suited for a good business person who knows the local community where funds will mostly originate. He suggested former St. Petersburg Mayor David Fischer and recommended the Board submit names vs. conducting a national search. Mr. Burke stated the Board should give guidance as directed by President Law since personnel decisions are the responsibility of the president as is the hiring process, which the Board will support. He added

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that fundraising has become a profession, and there are both pros and cons to a national search. Dr. Law agreed to follow-up on any suggested names and treat all equitably. Mr. Gibbons suggested the process be open and that the Board avoid suggesting names and giving the perception of preferential treatment.

10-227. Having no further business to come before the Board, Chairman Burke adjourned the meeting at 11:20 a.m.

William D. Law, Jr.

Secretary, Board of Trustees
St. Petersburg College
FLORIDA

Kenneth P. Burke

Chairman, Board of Trustees
St. Petersburg College
FLORIDA