

AGENDA

**ST. PETERSBURG COLLEGE BOARD OF TRUSTEES
TUESDAY, MARCH 15, 2011**

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

REGULAR MEETING: 8:30 A.M.

I. CALL TO ORDER

- A. Invocation
- B. Pledge of Allegiance

II. PRELIMINARY MATTERS

- A. Presentation of Retirement Resolutions and Motion for Adoption
 - 1. Shirley D. Bell, Follow-Up/Reports Specialist, Academic Effectiveness & Assessment, EpiCenter Services
 - 2. Suzanne L. Cronauer, Administrative Specialist, Curriculum, Academic & Student Affairs, EpiCenter Services
 - 3. Mary C. Hoover, Grant Accountant, Accounting/Business Services, EpiCenter Services
- B. Recognitions/Announcements
 - 1. Introduction of New Employee – Mrs. Frances Neu, Vice President of Institutional Advancement and Executive Director of the Foundation

III. COMMENTS

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

IV. REVIEW AND APPROVAL OF MINUTES

Board of Trustees' Meeting of February 22, 2011

V. MONTHLY REPORTS

- A. Board Attorney – Joseph H. Lang
- B. Acting General Counsel – Suzanne Gardner
- C. Provosts – Brock, Carney, Olliver

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

VII. NEW BUSINESS

- A. STUDENT SUCCESS AND ACHIEVEMENT (*information*)
 - 1. Career Pathways and Dual Enrollment (*presentation by Dr. Jeff Cesta*)
 - 2. Student Retention Initiatives (*presentation by Dr. Martha Campbell, Ms. Sharon Griggs and Ms. Yvonne Ulmer*)
- B. BIDS, EXPENDITURES AND CONTRACTS (through Purchasing). **NONE**
- C. OTHER EXPENDITURES AND CONTRACTS. **NONE**
- D. GRANTS/RESTRICTED FUNDS CONTRACTS
 - 1. Application/Acceptance
 - a. Florida Department of Education—Pinellas County Schools, College Success Academy Pilot Project
 - 2. Amendment(s)
 - a. National Science Foundation, Hillsborough Community College—Bimolecular Identification and Targeted Therapeutics
- E. CAPITAL OUTLAY, MAINTENANCE, RENOVATION, AND CONSTRUCTION
 - 1. Amendment #1 to the Lease Agreement between St. Petersburg College and Pinellas County Medical Association for a Lease of Office Space at the District Office
 - 2. Review of Schematic Design Documents (Phase I) and Preliminary Guaranteed Maximum Price (GMP), Project 1707-B-11-15, Remodel and Buildout of Lab and Classrooms on 3rd and 4th Floors, Downtown Center

3. Amendment #3 to Lease Agreement between St. Petersburg College and the National University of Health Sciences (NUHS) for a Lease of Space at the Health Education Center

F. AGENCY BILLINGS. **NONE**

G. PERSONNEL

1. Personnel Report
2. Faculty Continuing Contract Recommendations
3. Faculty Annual Contract Recommendations

H. PROPOSED CHANGES TO BOT RULES MANUAL – Public Hearing

- Rule 6Hx23-4.451 College-Preparatory Instruction

I. FINANCIAL REPORT AND UPDATE (*information*)

VIII. PRESIDENT’S REPORT

- Legislative Update
- National Community College Summit (Houston)
- Operating Budget Development Timeline

IX. FUTURE AGENDA ITEMS

- State Board of Education to Meet at SPC on May 17th

X. NEXT MEETING DATE AND SITE

Tuesday, April 26, 2011, Tarpon Springs Campus

XI. ADJOURNMENT

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting Tuesday, March 15, 2011, he or she will need a record of the proceedings. It is the obligation of such person to ensure a verbatim record of the proceedings is made, §286.0105, Florida Statutes.

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

***No packet enclosure**

Date Advertised: Feb. 11, 2011

[Confirmation of Publication](#)



**Provost Reports
Board of Trustees Meeting
March 2011**

“Parks and Public Safety” Summer Program

***A partnership between the
City of St. Petersburg
Juvenile Welfare Board (JWB)
Pinellas County School Board
St. Petersburg College***

- 60 middle school age children from Jordan and Campbell Park Summer Recreation Program will be transported to AC to participate in a Public Safety Summer Camp

- Classroom and hands on activities relating to

- Law Enforcement
- Corrections
- Crime Scene
- Fire & Emergency Management
- Emergency Dispatch
- Life Skills and College Preparation

- Participants will create a Public Safety Announcement to be aired during the next school year

- Identify potential candidates for the Public Safety Magnet School at Pinellas Park High School

- Create a pool of potential students that can be tracked, mentored and exposed to the college campus and programs that are available

Greek Studies Initiative – Tarpon Campus



AFGLC Mission: The preservation of Greek Culture and Language in the United States via institutions of higher learning
www.afglc.org

Tarpon Springs Courses:

Ancient Greek Mythology - Now
Intro Greek Philosophy – 2011 Pilot
Modern Greek Language – 2012 Pilot

USF-ICHS Courses (Endowed):

Greek Language & Literature
Greek Culture
Greek History
Greek Philosophy
Byzantine History & Orthodox Religion

20,000

- Entrepreneurship Curriculum
- Career and Entrepreneurship Center
- International Entrepreneurship Passport
- National recognition



- Business Plan & Elevator Pitch Competition

Pinellas County Schools to St. Petersburg College

	Bayside	Boca Ciega	Clearwater	Countryside	Dixie Hollins	Dunedin	East Lake	Gibbs	Lakewood	Largo	Northeast	Osceola	Palm Harbor	Pinellas Park	Seminole	St. Petersburg	Tarpon Springs	pTEC
Academy of Database and Programming Essentials								✓										
Academy of Finance											✓							
Academy of Information Technology											✓							
Administrative Assistant		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Architectural Drafting																		✓
Commercial Art Technology																		✓
Commercial Foods and Culinary Arts																		✓
Commercial Photography																		✓
Computing for College & Careers or Info to infor. Tech.	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Criminal Justice Academy														✓				
Culinary Operations					✓						✓	✓						✓
Dental Assisting																		✓
Digital Design			✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	
Drafting						✓												
Drafting & Design Technology	✓			✓						✓			✓		✓			
Early Childhood Education				✓			✓			✓	✓	✓			✓		✓	✓
Engineering Technology												✓						
Health Science Education - Health Information Mgmt.		✓											✓					
Health Science Education - Physical Therapy		✓											✓					
Industrial Management																		✓
International Business			✓															
Network Support Services								✓										
New Media Technology								✓										
Pathways to Engineering							✓											
PC Support Services				✓				✓		✓						✓	✓	
Photography														✓				✓
Television Production				✓								✓						
Television Production - Digital Video Prod.																		✓
Veterinary Assisting										✓*		✓*			✓*		✓	
Web Design Services		✓		✓	✓		✓	✓	✓		✓	✓	✓		✓	✓	✓	✓

*Available through Seminole Vocational School



St. Petersburg College – Process for Students to Receive Articulation Credit

Step 1:

Student meets with high school guidance counselor to identify program of interest and appropriate coursework.

Step 2:

Student fulfills all requirements of coursework, including necessary grade point average.

Step 3:

Student obtains “St. Petersburg College Articulated Career Pathways/Tech Prep Credit” form high school guidance counselor.

Step 4:

Student signs form and mails to:
St. Petersburg College
Workforce Specialist
PO Box 13489
St. Petersburg, FL 33733

Step 5:

Student enrolls in appropriate SPC A.S. degree program that corresponds to high school coursework within the designated time frame after graduating high school.

“Access changes
Self-perception...”



*What are my
academic and career
goals?*



Bridge to Success Program



“...degrees and
certificates change lives.”

Developmental Education Initiative Grant: Bridge to Success

**Presentation to BOT
March 15, 2011
Dr. Martha Campbell
Dean, Communications
Sharon Griggs,
Dean, Mathematics**

Goals of My Bridge to Success Program

- Reducing time in remedial coursework from 16 weeks to 8 weeks or 4 weeks
- Increasing time on task in a media-rich environment
- Individualizing instruction (addressing deficiencies through careful diagnosis)
- Promoting student success through careful supervision by faculty



Successes: ENC 0990

- Of 99 students, 63% finished ENC 0990 college-wide in 8 weeks (compared to average of 60% pass rate over last three years in 16 week classes)
- 49 students are taking ENC 1101 this semester (in the second 8 weeks)
- 10% withdrawal rate



Successes: ENC 0990 DTMT

- 18 students enrolled in 4 week and 8 week classes
- Passing rate = 72%
- Faculty leader: Stacey Hughes
- 12 of 18 students (67%) now in ENC 1101 (8 week class) taught by Ms. Hughes



Successes: REA 0990 DTMT



- 24 students enrolled in 4 week and 8 week classes
- 63% have completed in 8 weeks or less
- Most students who have not completed are still working to finish by the end of this semester
- Faculty leader: Dr. Sharon Williams

MAT 0990 – Elementary Algebra

My Bridge to Success

DEI Beginnings



Sharon Griggs
Dean of Mathematics
St. Petersburg College
Board of Trustees Meeting
March 15, 2011

MAT 0990-Elementary Algebra My Bridge to Success Course Organization / Student Enrollment

- ❖ 5 Campuses
- ❖ 46 students enrolled so far
- ❖ 12 sections, some are combined, each met twice weekly in regular and blended format
- ❖ 4 - sections of 4weeks-Start dates, 1/10, 2/7, 4/4
- ❖ 7- sections of 8 weeks- Start dates, 1/10, 3/14
- ❖ 1- section of 12 weeks- Start date, 2/17
- ❖ Offered for 1,2, and 3 credits
- ❖ Sections taught by 6 full time and 2 adjunct instructors


Successes: MAT 0990

- ❖ All six students within the 4 week 1 session were 100% successful and are currently enrolled in MAT 1033.
- ❖ Four students in the 8 week 1 session were ahead of schedule, completed early and are likewise enrolled in MAT 1033.
- ❖ Overall 38 students enrolled in the first eight weeks, 24 completed for 63%, DT 75% and only 2 WFs college wide.
- ❖ Faculty are excited about the project and disappointed that we are not offering MAT 0990 again until Fall 2011, when we anticipate over 300 students.
- ❖ Though our numbers are small, we are up and running.

March 15, 2011

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Florida Department of Education—Pinellas County Schools, College Success Academy Pilot Project

Confirmation is sought for a grant proposal that was submitted by Pinellas County Schools to the Florida Department of Education, whereby the College would participate as the official local college partner on the College Success Academy Pilot Project. Permission is also sought to enter into any contractual agreements that may be necessary as part of the College's participation in this project.

Background: Gibbs and Boca Ciega High Schools have been designated the participating schools for this project. Students in a College Success Academy would have the opportunity to complete all three College Success courses for high school credit, as well as two dual enrollment courses to earn both high school and college credit. These courses, Mathematics, Reading and Writing for College Success, are designed for students who score below the cut off scores for placement into college level courses on the postsecondary readiness test. The intended outcomes are to: 1) increase the number and percentage of students scoring “college ready” in math and language arts on approved postsecondary readiness assessment and 2) increase student participation and performance in the accelerated option of dual enrollment.

The period of performance is anticipated to cover the 2011-2012 academic year. The total project budget is approximately \$60,000. St. Petersburg College will provide adjunct professors if the high school needs assistance with additional instructors. St. Petersburg College is not scheduled to receive direct funding; however, funds will be available to faculty for expenditures related to the project, including travel and professional development.


Suzanne L. Gardner, Acting General Counsel; Anne M. Cooper, Sr. Vice President, Academic and Student Affairs; and Watson Haynes, Coordinator, Education and Student Services, recommend approval.

el0301113

March 15, 2011

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: National Science Foundation, Hillsborough Community College—Bimolecular Identification and Targeted Therapeutics

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

- Agreement initially approved April 15, 2008 with **Hillsborough Community College** whereby the College will continue to provide services to HCC as part of the Bimolecular Identification and Targeted Therapeutics grant project funded by the National Science Foundation. The Florida Advanced Technological Education Center (FLATE), located at HCC, serves as the fiscal agent on this project. SPC will continue its activities for FLATE to: 1) contribute workforce development and expertise and strategies; 2) identify workforce skill sets needed for effective partner company interactions; 3) further develop Florida Department of Education approved certificate frameworks; and 4) make certificate training available to a partner company. These activities will continue to support the preparation of technical workforce in the medical device sector in Pinellas County. The total funding received from HCC for this project is \$140,000. The project funding period was initially from January 1, 2008 through December 31, 2009 with a subsequent no-cost extension provided through December 31, 2010. **This item is to confirm that HCC has provided a second no-cost extension of this grant project through December 31, 2011.** All other terms and conditions will remain as previously approved/advised.


Suzanne L. Gardner, Acting General Counsel; Stan O. Vittetoe, Vice President for Workforce and Continuing Education; and Bradley E. Jenkins, Program Director, Engineering Technology & Building Arts, recommend approval.

sov0302113

March 15, 2011

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Amendment #1 to the Lease Agreement between St. Petersburg College and Pinellas County Medical Association for a Lease of Office Space at the District Office

On April 21, 2010, the Board approved a lease agreement between St. Petersburg College and the Pinellas County Medical Association. Amendment #1 will extend this lease agreement for an additional five (5) year term and provides for consecutive one (1) year renewal options at the end of the five (5) year term. The College will have the ability to change the base rate of the rent annually based on the Consumer Price Index. The current lease rate is \$10.61 per square foot per year for a total annual lease amount of \$8,838.13 (883 square feet x \$10.61) and shall run from May 1, 2011 through April 30, 2016. The other terms and conditions of the original agreement will remain the same.

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

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

Authorization is requested to execute Amendment #1, which extends the lease agreement between St. Petersburg College and Pinellas County Medical Association for a five (5) year term.

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

Attachment

mdc0308113

**FIRST AMENDMENT TO LEASE AGREEMENT
BETWEEN
ST. PETERSBURG COLLEGE
AND
PINELLAS COUNTY MEDICAL ASSOCIATION**

THIS FIRST AMENDMENT TO LEASE AGREEMENT (this "Amendment") is entered by and between the Board of Trustees of St. Petersburg College, a Florida public body corporate, whose mailing address is P.O. Box 13489, St. Petersburg, Florida 33733 (hereinafter, the "College") and Pinellas County Medical Association, Inc., a non-profit Florida corporation, whose mailing address is 4900 Creek Side Drive, Suite G, Clearwater, Florida 33760 ("PCMA").

WITNESSETH:

WHEREAS, College and PCMA did enter into that certain Lease Agreement dated April 23, 2010 (the "Lease") whereby College leased to PCMA a portion of the premises located at the St. Petersburg College District Office, located at 6021 142nd Ave., Clearwater, Florida 33760 ("District Office"); and

WHEREAS, unless otherwise specifically stated in this Amendment to the contrary, the capitalized terms used herein shall have the same meaning given such respective terms in the Lease; and

WHEREAS, the Term of the Lease is set to expire on April 30, 2011; and

WHEREAS, College and PCMA have agreed to certain changes in the terms of the Lease in connection with the renewal of the Lease.

AGREEMENT:

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

1. **RECITALS**: The recitals are true and correct and are incorporated herein by reference.

2. **AMENDMENT TO LEASE**: The Lease is hereby amended as follows:

a. **TERM**: The Term of the Lease shall be extended for five (5) years (the "Extended Term") beginning on May 1, 2011 and continuing through and until April 30, 2016. As used in the Agreement, the Term shall be revised to include the Extended Term and any renewal term granted herein, as applicable.

b. **BASE RENT**: The Base Rent for that portion of the Extended Term beginning May 1, 2011 and ending on April 30, 2012 shall be \$10.61 per square foot of the Leased Premises (833 SF total), which equals an aggregate annual Base Rent amount of Eight Thousand Eight Hundred Thirty Eight and 13/100 Dollars (\$8,838.13). Base Rent for the period commencing May 1, 2011 and ending on April 30, 2012 shall be due and payable in installments based upon the following schedule:

April 1 st	\$2,209.54
May 1st	\$2,209.53
August 1 st	\$2,209.53
January 1 st	\$2,209.53
TOTAL	\$8,838.13

c. **BASE RENT ADJUSTMENT:** Commencing on May 1, 2012 and continuing on each May 1st anniversary (each May 1st hereafter referred to as a “Rental Adjustment Date”) of the Extension Term thereafter, the annual Base Rent for the next twelve (12) month period shall be adjusted by an amount equal to the percentage change in the Consumer Price Index (“CPI”) for the month that is two (2) months prior to the month in which the Rental Adjustment Date falls (the “Index Month”) compared to the CPI for the Index Month of the preceding year. For example, if the Rental Adjustment Date is May 1, the Index Month would be March. “CPI” means that table in the Consumer Price Index published by the United States Department of Labor, Bureau of Labor Statistics, now known as the “Consumer Price Index” for all Urban Consumers (Index 1982-84 = 100), U.S City Average, on an unadjusted basis. If such Consumer Price Index referred to above shall be discontinued, then any successor Consumer Price Index of the United States Bureau of Labor Statistics, or successor agency thereto, shall be used, and if there is no successor Consumer Price Index, then College and PCMA shall agree on a reasonable substitute. In no event shall the Base Rent for any succeeding lease year be less than the Base Rent for the prior year. Any increase in Base Rent shall be capped at six percent (6%) over the Base Rent at the prior Rental Adjustment Date and shall in no event be less than three percent (3%) over the Base Rent at the prior Rental Adjustment Date. The adjusted Base Rent payments for the periods commencing May 1 and ending April 30 of each year of the Extended Term, together with applicable sales tax, shall be paid in equal payments on April 1, May 1, August 1 and January 1 in the same monthly manner as the first year of the Extended Term.

d. **RENEWAL TERM:** The Lease may be extended for additional one (1) consecutive year term at the expiration of the Extended Term (April 30, 2016) upon mutual agreement of the parties in writing before the end of the Extended Term. College hereby reserves the right to increase the Base Rent for any mutually agreed upon renewal term.

e. **TERMINATION:** PCMA may terminate the Lease by giving one (1) year notice to College at the following address:

Susan Reiter
Vice President, Facilities Planning & Institutional Services
St. Petersburg College
P.O. Box 13489
St. Petersburg, Florida 33733

3. **RATIFICATION:** The parties hereby reaffirm their rights and obligations under the Lease as modified by this Amendment. 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 Amendment conflict with any terms of the Agreement, the terms and provisions of this Amendment shall govern and control. Landlord and Tenant each represent and warrant to the other (i) that the execution and delivery of this Amendment has been fully authorized by all necessary corporate action, (ii) that the person signing this Amendment has the requisite authority to do so and the authority and power to bind the company on whose behalf they have signed, and (iii) that to the best of their knowledge and belief, this Amendment is valid, binding and legally enforceable in accordance with its terms. Each party hereby warrants and

represents that, to the best of its knowledge, as of the date hereof, the parties have complied with all of the terms and conditions of the Lease.

4. **INVALIDITY OF PROVISIONS:** The unenforceability, for any reason, of any term, condition, covenant or provision of this Amendment shall neither limit nor impair the operation, enforceability or validity of any other terms, conditions, provisions or covenants of the Amendment.

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

Witnesses as to the College:

Print Name: _____

Print Name: _____

Board of Trustees of St. Petersburg College,
a Florida public body corporate

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

Date: _____

Witnesses as to PCMA:

Print Name: _____

Print Name: _____

Pinellas County Medical Association, Inc.,
a non-profit Florida corporation


By: _____
Name: _____
Its: _____

Date: _____

March 15, 2011

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Review of Schematic Design Documents (Phase I) and Preliminary Guaranteed Maximum Price (GMP), Project 1707-B-11-15, Remodel and Buildout of Lab and Classrooms on 3rd and 4th Floors, Downtown Center

Biltmore Construction Company, as the Design/Build Contractor, in conjunction with Canerday, Belfsky & Arroyo, Architects, and College staff, has completed the Phase I Schematic Design Plans for Project 1707-B-11-15, Remodel and Buildout of Lab and Classrooms on 3rd and 4th Floors, Downtown Center. This design is based on the Design Criteria Package that was developed by College staff, users and consultants. These documents represent the first step in the development of construction documents.

This project will consist of modifying an existing 1,500 square foot classroom and storage space on the fourth floor of the main Downtown Center building into a chemistry science laboratory and laboratory preparation space capable of teaching all current chemistry and science classes. A portion of the infrastructure was installed in a previous project, but this project will provide all of the specialty lab furniture with chemical resin countertops, specialty lab equipment (blast proof refrigerator, commercial dishwasher, etc.), four (4) fume hoods, mechanical supply and exhaust systems as well as laboratory specific floor and wall finishes. Additionally, this project builds out 5,140 square feet of the third floor shelled space into two (2) classrooms with a central storage room (allowing for a future build out of anatomy and physiology laboratories and preparation space) as well as an extension to the third floor corridor.

The preliminary GMP for this project is \$973,385 or \$147 per square foot with a Total Project Budget of \$1,226,952. The funding sources for this project are Fund 1 Contingency and Public Education Capital Outlay (PECO) funds. Through the direct purchase program the contractor plans to purchase approximately \$250,000 of materials which will provide approximately \$15,500 of tax savings for this project. The anticipated date for substantial completion is August 2011 for the science lab and September 2011 for the third floor classrooms. This preliminary GMP is subject to mandatory review for building codes, safety-to-life, the Americans with Disabilities Act (ADA) and further refinements through the value engineering process.

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

Fund 1 Contingency	\$ 817,148
Public Education Capital Outlay (PECO) Funds – General Renovate/Remodel, Roofs, HVAC, ADA, Utilities, Site Improvements, Collegewide (186)	\$ 409,804
Total Project Budget:	\$ 1,226,952

These Schematic Design Documents (Phase I) and preliminary Guaranteed Maximum Price (GMP) are presented today for your review and approval. The Schematic Design Documents have been reviewed by Yvonne Ulmer, Downtown Center; John Vaughan, Dean, Natural Science; and the User Advisory Committee.

Authorization is requested for the following:

- **To approve the Schematic Design Documents (Phase I);**
- **To approve the Preliminary GMP of \$973,385 and to proceed with the Construction Documents subject to further refinements of the terms, conditions, and bidding, and to issue of all necessary purchase orders;**
- **To approve Biltmore Construction Company to procure long lead items so they will be available to be installed this summer.**

Doug Duncan, Senior Vice President, Administrative/Business Services and Information Technology; Susan Reiter, Vice President, Facilities Planning and Institutional Services; Yvonne Ulmer, Campus Executive Officer, Downtown and Midtown Centers; John Vaughan, Dean, Natural Science; Vito Diruggiero, Vice President, Biltmore Construction Company; and Leo Arroyo, Principal/Director of Design, Canerday, Belfsky and Arroyo, Architects recommend approval.

mdc0303113

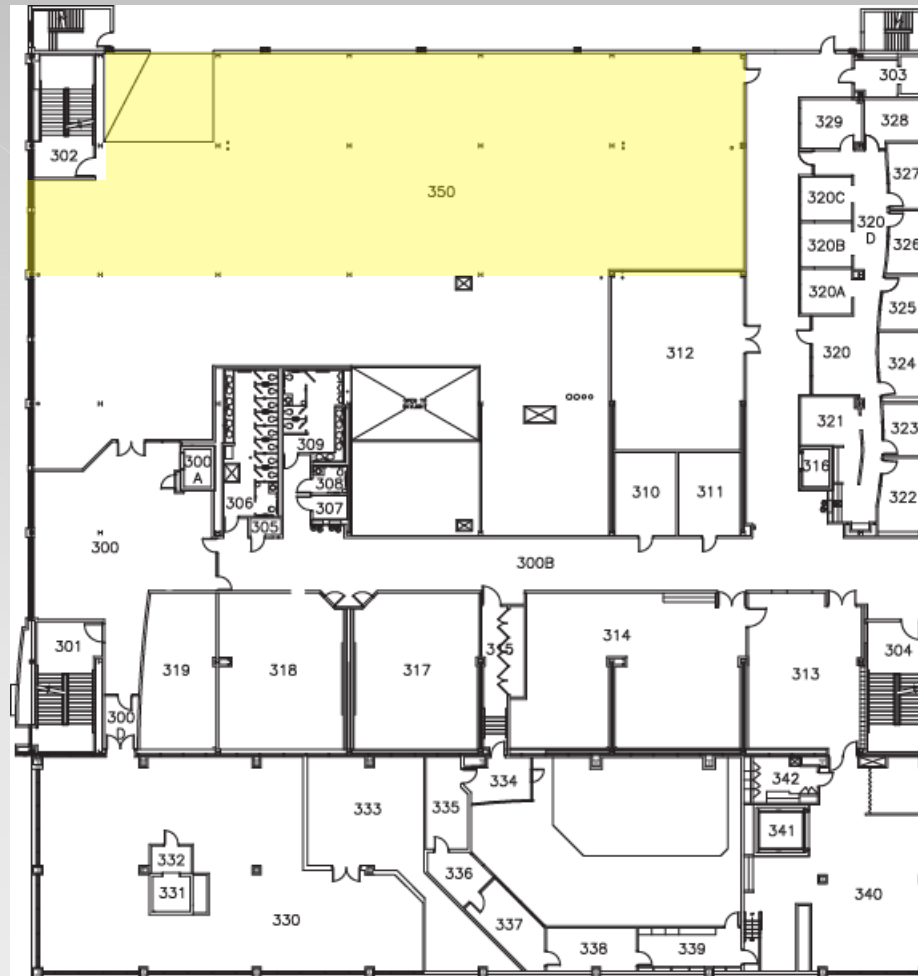
Review of Schematic Design Documents
(Phase I) and Preliminary Guaranteed
Maximum Price (GMP), Project 1707-B-11-15,
Remodel and Build out of Lab and Classrooms
on 3rd and 4th Floor, Downtown Center,
Downtown Center

Agenda Item VII-E.2

The Downtown Center

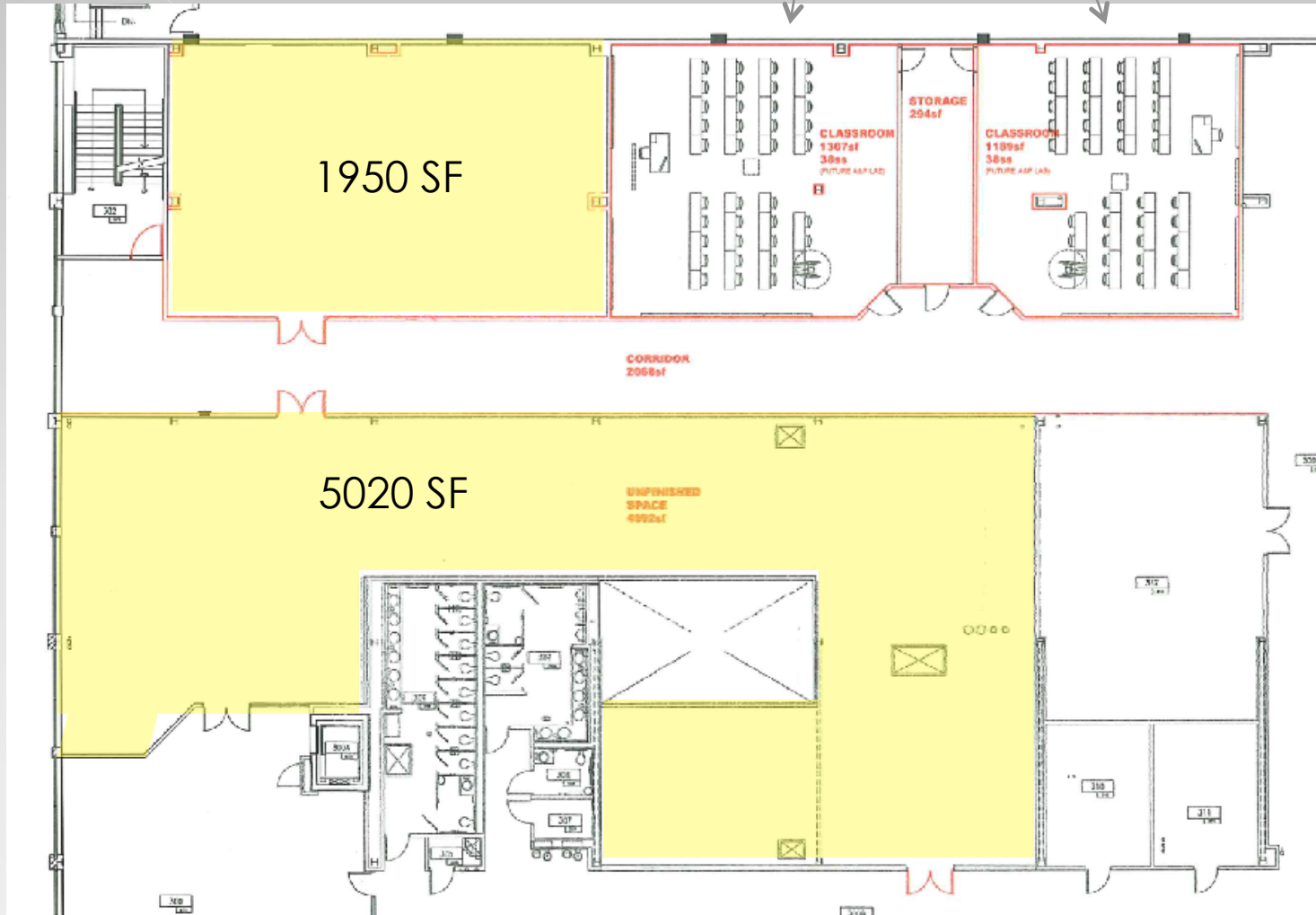


3rd Floor of the Downtown Center



3rd Floor Upgrades (Shell Only)

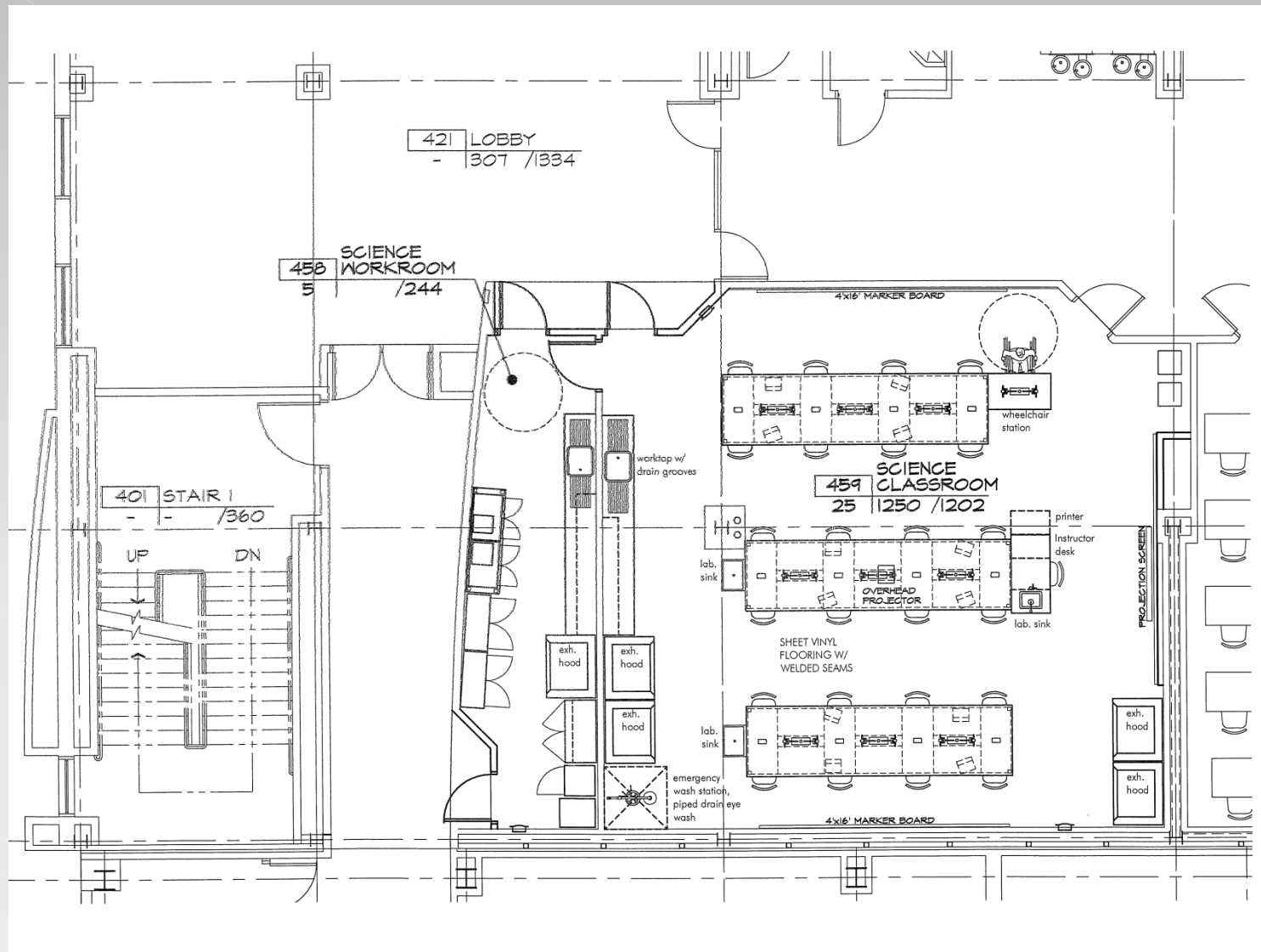
38 Student Stations Each



4th Floor of the Downtown Center



4th Floor Upgrades






Questions?

March 15, 2011

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Amendment #3 to Lease Agreement between St. Petersburg College and the National University of Health Sciences (NUHS) for a Lease of Space at the Health Education Center

On April 21, 2009, the Board approved entering into a lease agreement between St. Petersburg College and the National University of Health Sciences (NUHS) for a portion of the first floor of the Bankers Insurance Group Orthotics and Prosthetics Building (O&P Building) at the Health Education Center. The lease was for the period of May 11, 2009 through May 10, 2010. Subsequently, the Board approved Amendment #1 to the lease to extend the term through May 10, 2011 as well as increase operating fees. Amendment #2, approved by the Board June 28, 2010, was to incorporate additional square footage.

Amendment #3 to the Lease Agreement will extend the term of the agreement from May 11, 2011 until June 30, 2012. The duration of this extension is approximately 14 months, which allows the alignment of the lease period with the College's fiscal year. The beginning of the College's fiscal year is when the updated operational costs commence.

Amendment #3 will increase the operational fees for exclusive use space to \$7.20 per square foot per year and joint use space to \$3.60 per square foot per year beginning July 1, 2011. These operational fee values match the operation costs for new facilities issued by the state for fiscal year 2011/2012. NUHS will pay a prorated amount from May 11, 2011 until June 30, 2011. The other terms and conditions of the original agreement will remain the same.

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

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

Authorization is requested to execute Amendment #3, which extends the lease agreement between St. Petersburg College and National University of Health Sciences until June 30,

2012 and increases the operation fees to match the fiscal year 2011/2012 state recommendations.

Doug Duncan, Senior Vice President, Administrative/Business Services and Information Technology; Susan Reiter, Vice President, Facilities Planning and Institutional Services; Phil Nicotera, Provost, Heath Education Center; and Catherine Kennedy, Associate Vice President, University Partnership Center, recommend approval.

Attachment

sb0303116

**THIRD AMENDMENT
TO LEASE AGREEMENT
NATIONAL UNIVERSITY OF HEALTH SCIENCES
AND
ST. PETERSBURG COLLEGE**

THIS THIRD AMENDMENT is entered into this _____ day of _____, 2011 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 the National University of Health Sciences, an Illinois non-profit corporation, whose principal address is 200 E Roosevelt Road, Lombard, IL, 60148 (hereinafter, the “NUHS”).

WITNESSETH:

WHEREAS, THE College and NUHS did enter into that certain Lease Agreement dated April 28th, 2009, whereby the College leased to NUHS a portion of the College’s property located at 7200 66th St. N, Pinellas Park, FL, 33781, in the O & P Building (the “Agreement”); and that Second Amendment dated June 28, 2010;

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

WHEREAS, the Term is set to expire on May 10th, 2011; and

WHEREAS, the parties desire to extend the Agreement for an approximate fourteen (14) month term on such terms and conditions as are set forth in the Agreement, except as specifically modified herein; and

WHEREAS, operational costs as set forth by the State of Florida have increased for the fiscal year 2011-2012; and

WHEREAS, the parties desire to increase the Operational Fees to conform with the operational costs set forth by the State; and

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

1. The recitals are true and correct and are incorporated herein by reference.
2. The Term of the Agreement is hereby extended for an approximate fourteen (14) month term commencing on May 11th, 2011 and continuing through and until June 30, 2012.

3. The Operating Fee from May 11, 2011 to June 30, 2011 is hereby increased to \$7.20 per square foot for Exclusive Use Space, \$3.60 for Joint Use Space and \$6.48 for OP 122. The Operating Fee will be paid on May 11, 2011.

4. Beginning July 1, 2011, the Operating Fee for the Leased Premises is hereby increased to \$7.20 per square foot for Exclusive Use Space, \$3.60 for Joint Use Space and \$6.48 for OP 122. The Operating Fee will be paid in four quarterly installments of \$3,262.14 on July 1, 2011, October 1, 2011 January 1, 2012, and April 1, 2012 during the Term.

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

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

COLLEGE:

Board of Trustees of St. Petersburg College

Witnesses as to the College:

By: _____

By: _____

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

Name: _____

By: _____

Name: _____

NUHS:

National University of Health Sciences

Witnesses as to the NUHS:

By: _____

By: _____

Name: _____

Name: _____

Its: _____

By: _____

Name: _____

March 15, 2011

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
2/9/2011	Cooke,Victoria E.	Leepa/Rattner Museum - DO	Dir, Museum of Fine Arts
2/5/2011	Gilmore,Shannon A	Student Support Services SE	Staff Assistant
2/7/2011	Ines,Cheryl Lynn	Scholarships/Stu Fin Assist CL	Student Services Specialist
3/14/2011	Neu,Frances	President - DO	VP, IA & Exec. Dir, Foundation
2/5/2011	Smisek,Maria G.	Nursing HC	Instructor

HIRE Temporary/Supplemental			
Effect. Date	Name	Department/Location	Title
2/7/2011	Bernard,Yezmen Adrienne	District Library DO	Student Assistant
2/7/2011	Bienvenue,Jasmine Ilona	Student Activities DO	Federal Work Study Student
2/21/2011	Broadwater,Harriet H	Student Financial Aid CLW	General Service/Maint. (unskil
2/7/2011	Busch II,Jeffrey Alan	District Library DO	Student Assistant
2/14/2011	Clark,Donathon S	Landscape Services HEC	OPS Career Level 1
2/19/2011	Culp,Bethany I.	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
2/19/2011	Francisco,Jennifer M.	Letters CL	OPS Career Level 5
2/19/2011	Fresia,Michael J	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
2/5/2011	Hough,Jay Michael	Letters CL	Student Assistant
2/5/2011	Johns,Charlotte D	St. Pete/Gibbs Campus Provost	Other Professional- Temporary
2/5/2011	Mgani,Joel Nathaniel	International Center - CL	Student Assistant
2/5/2011	Na,Eunkyung	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
2/19/2011	Nelson,Nydia N	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
2/19/2011	Seccina,Wiliam Thomas	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
2/5/2011	Senack,Erin L.	Human Resources DO	Lump sum -Spec.Proj.
2/19/2011	Smith,Jeanne	Corporate Training E&SS DO	Instructor- Temporary Non-Cred

2/19/2011	Wise,Peggy J	Corporate Training E&SS DO	Instructor- Temporary Non-Cred
2/5/2011	Wooten,Kathryn Marie	Natural Science SPG	Student Assistant

TRANSFER/PROMOTION Budgeted			
Effect. Date	Name	Department/Location	Title
2/5/2011	Pabst,Joyce A	Nursing HC	Instructor

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

emg0302112

March 15, 2011

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr., President *wdl*
SUBJECT: Faculty Continuing Contract Recommendations

Approval is sought for the following personnel actions concerning faculty members to receive continuing contract (2011-2012), contingent upon the successful completion of satisfactory service in the current contract year and official documentation of successful completion of required graduate coursework.

Effective Date	Name	Title	Department
8/19/2011	Carter,Gail O.	Instructor	Mathematics SPG
8/1/2011	Crowther,Charles J.	Instructor-12 Month	Criminal Justice AC
8/19/2011	Fitzgerald,David G	Instructor	Speech SPG
8/19/2011	Goot,Joanne	Instructor	Nursing HC
8/1/2011	Grey,Cynthia A.	Instructor-12 month	BA Programs/UPC
8/19/2011	Lara,Monica R.	Instructor	Natural Science CL
8/19/2011	Long,Tony	Instructor	Mathematics SPG
8/19/2011	Matthews,Mark L	Instructor	Fine & Applied Arts SPG
8/19/2011	Menard,Raymond E.	Instructor	Natural Science SPG
8/19/2011	Molinaro,Kimberly L	Instructor	Social Science CL
8/19/2011	Morgan,Darcy	Instructor	Nursing HC
8/19/2011	Murdock,Jacqueline E	Instructor	Nursing HC
8/19/2011	Murphy,Veronica L.	Instructor	Business Administration- SPG
8/19/2011	Nappi,Anthony J.	Instructor	Letters CL
8/19/2011	Roberson,Heather	Instructor	Social Science TS
8/19/2011	Rudolph,Brent R.	Instructor	Nursing HC
8/19/2011	Scott,Aissa Y	Instructor	Nursing HC
8/19/2011	Short,Travis S	Instructor	Math CL
8/19/2011	Tucker,Eric J.	Instructor	Ethics SPG

8/19/2011	Weideman,Carol Anne	Instructor	Mathematics SPG
8/19/2011	Williams,Sharon	Instructor	Letters SPG


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

emg0309114

March 15, 2011

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Faculty Annual Contract Recommendations

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

Recommend appointment to an annual contract (2011-2012), contingent upon the successful completion of satisfactory service in the current contract year. These individuals are serving in a 12-month position.

Effective Date	Name	Title	Department
8/1/2011	Afienko, Kenneth J	Instructor-12 month	Criminal Justice-AC
8/1/2011	Appunn, Frank	Instructor-12 month	Baccalaureate Program
7/1/2011	Bagwell, Paula J	Librarian	Library-DO
8/1/2011	Baker, Susan A	Instructor-12 month	Baccalaureate Program
7/1/2011	Bell, Dorothy J.	Archivist Librarian	Library-DO
8/1/2011	Biggs, Marie C	Instructor-12 month	College of Education
7/1/2011	Bodie, Matthew D.	Librarian	Library-DO
8/1/2011	Brown, Geoffrey K.	Instructor-in-Charge	Fire Science-AC
7/1/2011	Cade, Jerrold R	Counselor	Provost-SP
8/1/2011	Campbell, Sandra J.	Instructor-12 month	Baccalaureate Program
8/1/2011	Carter, Valerie L.	Instructor-12 month	Baccalaureate Program
8/1/2011	Chmielewski, Thomas J.	Instructor-12 month	Baccalaureate Program
7/1/2011	Coble, Coleen	Librarian	Library-DO
8/1/2011	DeGraw, Irving H.	Instructor-12 month	Baccalaureate Program
8/1/2011	Eldridge, Deborah C	Instructor-12 month	Baccalaureate Program
8/1/2011	Fullard, Jeani Z	Instructor-12 month	College of Education
7/1/2011	Gregor, Jennifer L	Librarian	Library-DO
8/1/2011	Grinnell, Lynn Dean	Instructor-12 month	Baccalaureate Program
8/1/2011	Harper, Mary E.	Instructor-12 month	College of Education
8/1/2011	Heinze, Nathan D.	Instructor-12 month	Baccalaureate Program
8/1/2011	Huehn-Brown, Wende J.	Instructor-12 month	Baccalaureate Program
8/1/2011	Hughes, Michael E.	Instructor-12 month	Criminal Justice-AC
8/1/2011	Kelly, Andrea J	Instructor-12 month	College of Education
8/1/2011	Kronsnabl, Jeffery P.	Instructor-in-Charge	Baccalaureate Program
8/1/2011	Lee, Jean M.	Instructor-12 month	Baccalaureate Program
7/1/2011	Malizia, Kelly E	Librarian	Library-DO

8/1/2011	McNicol,Ann R	Instructor-12 month	College of Education
7/1/2011	Moran,Cheri J.	Counselor	Counseling-TS
8/1/2011	Mossgrove,Terri Lynn	Instructor-12 month	College of Education
8/1/2011	Philippe,Thomas W	Instructor-12 month	Baccalaureate Program
8/1/2011	Poulin,Michael T.	Instructor-12 month	College of Education
8/1/2011	Powers,Christy Ann	Instructor-12 month	Baccalaureate Program
8/1/2011	Rasor,Carol E.	Instructor-12 month	Baccalaureate Program
7/1/2011	Reifler-Alessi,Linda	Librarian	Library-DO
8/1/2011	Rib,Wendy June	Instructor-12 month	Baccalaureate Program
8/1/2011	Sauers,Amy C.	Instructor-12 month	Baccalaureate Program
8/1/2011	Shellhorn,Wendy L	Instructor-12 month	Baccalaureate Program
7/1/2011	Silvers,Stefanie C.	Counselor	OSSD-HC
8/1/2011	Strom Kays,Sarah A.	Instructor-12 month	Baccalaureate Program
7/1/2011	Stubbs,Aimee Cekau	Counselor	OSSD-CL
7/1/2011	Thompson,Barbara L	Counselor	OSSD-TS
8/1/2011	Trede,Teri A	Instructor-12 month	Baccalaureate Program
8/1/2011	Trudell,Thomas	Instructor-12 month	Baccalaureate Program
8/1/2011	Villarroel,Desiree	Instructor-12 month	Baccalaureate Program
8/1/2011	Watkins,Nancy A.	Instructor-12 month	College of Education
8/1/2011	Watts,Dorraine D.	Instructor-12 month	Baccalaureate Program
8/1/2011	Wilber,Robin S.	Instructor-12 month	Baccalaureate Program

Recommend appointment to an annual contract (2011-2012), contingent upon the successful completion of satisfactory service in the current year based on 30 ECH (Equated Credit Hour).

Effective Date	Name	Title	Department
8/18/2011	Morris,Anne M	Instructor	Nursing-HC
8/18/2011	Ward,Dennis M	Instructor	Mathematics-SE

Recommend appointment to an annual contract (2011-2012), contingent upon the successful completion of satisfactory service in the current year based on 36 ECH.

Effective Date	Name	Title	Department
8/18/2011	Archbold,Lisa	Instructor	Nursing-HC
8/18/2011	Borum,Phillip J.	Instructor	Emergency Med. Svcs-HC
8/18/2011	Carver,Eric H	Instructor	Health Information Mngmnt-HC
8/18/2011	Daum,Michael	Instructor	Letters-TS
8/18/2011	East,Carleah G	Instructor	Social Science-SP
8/18/2011	Fernandes,Jennifer S.	Instructor	Natural Science-TS
8/18/2011	Gautam,Vibhor	Instructor	Mathematics-SP
8/18/2011	Goldsmith,Larry	Instructor	PROVOST-SE
8/18/2011	Gonzalez,Alison A.	Instructor	Mathematics-SP
8/18/2011	Greer,Sheree L.	Instructor	Letters-SE
8/18/2011	Hemme,William A.	Instructor	Mathematics-SP

8/18/2011	Hughes,Stacey R	Instructor	Letters-SP
8/18/2011	Hurley,Leigh A	Instructor	Natural Science-CL
8/18/2011	Kennedy,Daiva	Instructor	Mathematics-SP
8/18/2011	King,Laurie A	Instructor	Ethics-SE
8/18/2011	Klinedinst,James A	Instructor	Mathematics-SE
8/18/2011	Lafon,Brenda	Instructor	Nursing-HC
8/18/2011	Lightfoot,Randolph	Instructor	Social Science-TS
8/18/2011	Limas,Juanita C.	Instructor	Natural Science-SP
8/18/2011	Lutocka,Christine B	Instructor	Nursing-HC
8/18/2011	McClintock,Bruce H.	Instructor	PROVOST-SE
8/18/2011	McQuaig,Shannon M.	Instructor	Natural Science-CL
8/18/2011	Monroe,David M	Instructor	Ethics-SP
8/18/2011	Musgrave,Richard P.	Instructor	Natural Science-SP
8/18/2011	Patterson,Kristina K.	Instructor	Nursing-HC
8/18/2011	Ralph,Paula E.	Instructor	Mathematics-SE
8/18/2011	Repici,Michael D	Instructor	Letters-CL
8/18/2011	Schwalb,Jacob M.	Instructor	Nursing-HC
8/18/2011	Sims,Matthew I.	Instructor	Fine Arts-TS
8/18/2011	Stark,Brandy B	Instructor	Fine Arts-SP
8/18/2011	Stickrath,Kelli L	Instructor	Natural Science-SE
8/18/2011	Suttle,Catherine M	Instructor	Nursing-HC
8/18/2011	Tersteegen,Kirsten S.	Instructor	Letters-SE
8/18/2011	Thomas,Tracy G	Instructor	Letters-TS
8/18/2011	VanBourgondien,Martin	Instructor	Emergency Med. Srvcs-HC
8/18/2011	Williams,John R.	Instructor	Natural Science-CL
8/18/2011	Wolter,Timothy C.	Instructor	Fine Arts-SP

Recommend appointment to an annual contract (2011-2012), contingent upon the successful completion of satisfactory service in the current contract year. These individuals are in the Collegiate High School.

Effective Date	Name	Title	Department
7/1/2011	Boyle,Constance M.	Counselor	Provost-SP
8/10/2011	Gerodimos,Sherry A	Instructor	Provost-SP
8/10/2011	Hoogewerf,Sally A.	Instructor	Provost-SP
8/10/2011	Walch,Daniel J	Instructor	Provost-SP


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

emg0309112

March 15, 2011

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Board of Trustees' Rules

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

6Hx23-4.451 College-Preparatory Instruction The proposed Rule revisions will establish that students who score below the prescribed cut-off score in two or more college preparatory areas must take SLS 1101 and SLS 1126 as co-requisites during their first term of enrollment. *Submitted by Conferlete Carney.*

Suzanne L. Gardner, Acting General Counsel, recommends approval.

Attachment

ps0228111

6Hx23-4.451 COLLEGE-PREPARATORY INSTRUCTION

- I. Competency-based preparatory instruction is required for degree seeking students who score below the St. Petersburg College Placement Test cut-off scores in reading, writing and/or mathematics as prescribed by Rule 6A-10.0315, F.A.C., and College Procedure P6Hx23-4.45. Students scoring below the prescribed Computerized Placement Test (CPT) cut-off scores in any of these three (3) areas must begin competency-based preparatory instruction in those identified area(s) within their first twelve (12) credit hours of enrollment. In accordance with Section 1007.263, Florida Statutes, as an alternative to traditional college preparatory instruction, if they so qualify, students may participate in adult basic education, adult secondary education, or other instructional programs, including private provider instruction. Students who place into all three areas of remediation must successfully complete the prescribed academic success coursework during their first term of enrollment.

- II. Students scoring below the prescribed CPT cut-off score in more than one college preparatory area have the following additional requirements to enhance their ability to succeed in college-level course work.
 - A. Students scoring below the prescribed cut-off score in two or more college preparatory areas must take ~~either SLS 0003 or SLS 1101~~ and SLS 1126 as co-requisites during their first term of enrollment.

 - ~~B. Students scoring below the prescribed cut-off score in all three college preparatory areas must take SLS 1101 during their first term of enrollment.~~

- III. In accordance with 6A-10.0315(20), students enrolled in college preparatory instruction shall be permitted to take courses concurrently in areas for which they are qualified. Pursuant to Section 1008.30(4), Florida Statutes, students who test into college preparatory instruction and subsequently enroll in college preparatory instruction must successfully complete the required preparatory studies by the time they have accumulated twelve (12) hours of college credit coursework or they must maintain continuous enrollment in college preparatory coursework each semester until the requirements are completed while performing satisfactorily in degree earning coursework.
 - A. College preparatory students may not enroll in the following categories of college credit courses while completing their college preparatory coursework:
 1. College preparatory students who are deficient in mathematics may not enroll in any mathematics courses that meet the requirements of Rule 6A-

10.030, F.A.C., or other courses that require mathematics skills that are beyond the skill level of the student.

2. College preparatory students who are deficient in English and/or reading skills may not enroll in English or Humanities courses that meet the requirements of Rule 6A-10.030, F.A.C., or other courses that require communication skills that are beyond the skill level of the student.
 3. College preparatory students who are deficient in all three (3) areas (i.e. reading, writing and/or mathematics) may enroll in college-level courses such as orientation courses, college success courses, or other courses that are not dependant on college-level computation and communication skills.
- IV. Students who have begun required competency-based preparatory instruction must take identified preparatory courses consecutively in their identified skill area(s) during each session they enroll at the College, insofar as possible in conjunction with Section I. above, until such area(s) is/are resolved within the limitations prescribed by Section IV. below.
- V. Enrollment in competency-based preparatory credit instruction to remediate the skill area(s) identified may not extend beyond three (3) attempts in each required course in each skill area. A fourth attempt may be allowed only through an academic appeals process as set forth in Board of Trustees' Rule 6Hx23-4.36 based on extraordinary extenuating circumstances. Students enrolled in the same college preparatory class within a skill area more than twice will be assessed fees at 100 percent of the full cost of instruction equal to the rate charged non-Florida residents. Students may have their fees reduced once for each class due to extenuating circumstances as determined by the campus provost or associate provost or designee. However, the provost, associate provost or designee shall have the authority to review and reduce payment for increased fees due to continued enrollment in a college preparatory class on an individual basis contingent upon the student's financial hardship, pursuant to definitions and fee levels established by the State Board of Education. An attempt shall be defined as each enrollment in a College/college preparatory course past the drop/add period regardless of the grade received.

Extenuating circumstances for the purposes of this Section IV. are those circumstances determined by the College to be exceptional and beyond the control of the student, are accompanied by appropriate documentation and which may include but not be limited to one or more of the following:

- A. serious illness;

- B. documented medical condition preventing completion;
- C. death of an immediate family member;
- D. involuntary call to active military duty;
- E. documented learning disability;
- F. English as a second language background;
- G. documented change in conditions of employment; or
- H. other emergency circumstances or extraordinary situations such as natural disasters.

The criteria for determining financial hardship shall include, but not be limited to, qualification for federal need-based financial assistance. Students with other documented financial hardships may also be considered. In either case, the exception for financial hardship should be granted only after the student has demonstrated reasonable effort to succeed in the course.

- VI. Students who have not successfully completed their preparatory course requirement(s) in any of the identified skill area(s) within three (3) attempts will be permitted to enroll in additional credit coursework outside those skill area(s) that the student has not successfully completed remediation, but must be concurrently enrolled in the developmental area(s) every term until basic skill mastery has been demonstrated.
- VII. Students who complete college preparatory courses may only be given the grade of A, B, C, N, or F.

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

Law Implemented: 1001.02, 1001.03, 1001.64, 1001.65, 1004.65, 1004.68, 1007.263, 1008.30, 1009.23, 1009.26, 1009.28, 1009.285, F.S.; Rule 6A-10.0315, F.A.C.


History: ...Filed – 6/17/08. Effective 6/17/08; 3/15/2011. To Be Filed – 3/15/11. Proposed Date To Become Effective – Session I, 2011-12.

Cabinet Action: _____ Date: _____

March 15, 2011

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Financial Reports for FY10-11 February 1-February 28 and FY11-12 Budget Development Overview

Attached for information are the financial reports for FY10-11 February 1-February 28 time period. Also included are a preliminary 2011-12 budget preview and three-year budget projection.

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

Attachments

yvm0304112

Board of Trustees
Financial Report and 2011-12
Budget Preview

March 2011

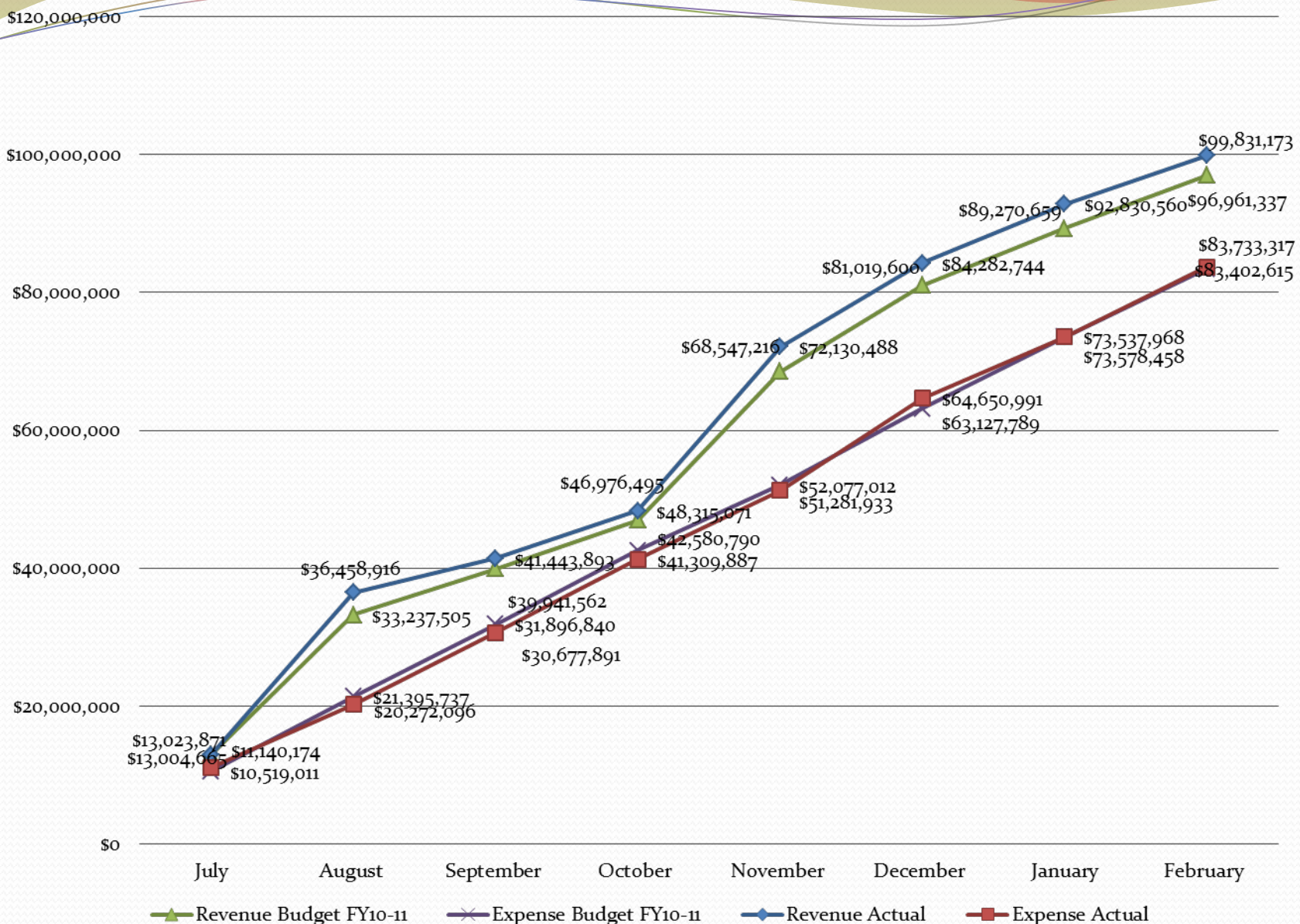
Financial Highlights

- February received first Lottery payment 1.4 million (down 380 k from prior year)
- \$16 million surplus, up \$1.3 over prior year
- Revenue/expense gap beginning to narrow (surplus should reduce through end of fiscal year)
- Auxiliary revenue up \$298,442 due to increased textbook sales volume (textbook credit cost: \$735,004 through Spring term)

St. Petersburg College
Year-To-Date Statement of Revenue and Expenses
Fund 10 and 12
FY10-11 January and February

	FY10-11 Prior Month Actual	FY10-11 Cur Month Actual	Variance	% Variance
Revenues				
State Government	\$32,592,383	\$38,680,204	\$6,087,821	18.68%
Stimulus Funds	\$4,857,369	\$5,180,294	\$322,925	6.65%
Student Fees	\$53,244,214	\$53,400,098	\$155,884	0.29%
Other Revenue	\$2,074,512	\$2,545,312	\$470,800	22.69%
Fund Transfers In	\$24,890	\$25,265	\$375	1.51%
Total Revenues	\$92,793,368	\$99,831,173	\$7,037,805	7.58%
Expenses				
Personnel and Benefits	\$59,476,391	\$67,861,684	\$8,385,293	14.10%
Current Expenses	\$13,306,083	\$14,993,736	\$1,687,653	12.68%
Capital	\$746,453	\$877,897	\$131,444	17.61%
Total Expenses	\$73,528,927	\$83,733,317	\$10,204,390	13.88%
Total Revenues Over Expenses	\$19,264,441	\$16,097,856	(\$3,166,585)	-16.44%

FY10-11 Monthly Revenue and Expense Budget To Date



2011-12 Budget Development Preview

Revenue

- Anticipated reduction for CCPF
- End of Federal Stimulus \$5.2 million
- YOY enrollment growth \$7 million

Expense

- New 2011-12 faculty positions funded
- Major expense categories funded (utilities, health, technology)

Budget Challenges and Strengths

Challenges:

- Funding of strategic plan (budget presentations)
- Compensation
- PECO funding
- Economy and impact on enrollment

Strengths:

- Recurring revenue stream
- Healthy fund balance
- “One College” budget
- Recurring technology refresh
- Non-dependence on stimulus funds

ST. PETERSBURG COLLEGE

FY2010-2011 FUND 10 AND 12 BUDGET TO ACTUAL REPORTING: July 1 - February 28

Revenue	FY09-10 Budget	FY09-10 YTD Actual	% To Budget	FY10-11 Budget	FY10-11 YTD Actual	% of YTD Budgeted Revenue	Year to Date %	\$ YOY Variance	% YOY Variance	Variance Explanation
Revenue										
Student Tuition & Out-of-State Fees	\$ 44,157,443	\$ 40,599,090	91.9%	\$ 55,235,961	\$ 47,596,931	86.2%		\$ 6,997,841	17%	increase due to tuition increase and enrollment growth
State Appropriation - CCPF	\$ 53,300,274	\$ 36,251,955	68.0%	\$ 55,674,039	\$ 37,224,385	66.9%		\$ 972,430	3%	
Federal Stabilization Funds	\$ 5,097,571	\$ 4,767,194	93.5%	\$ 5,180,294	\$ 5,180,294	100.0%		\$ 413,100	9%	
State Appropriation - Lottery	\$ 6,777,857	\$ 1,843,196	27.2%	\$ 7,279,093	\$ 1,455,819	20.0%		\$ (387,377)	-21%	first lottery payment. State determines how much received in each payment
Operating Cost for New Facilities	\$ 315,104	\$ -	0.0%	\$ 78,354	\$ -	0.0%		\$ -	0%	
Distance Learning Fee	\$ 2,180,968	\$ 2,497,295	114.5%	\$ 3,026,400	\$ 2,419,000	79.9%		\$ (78,295)	-3%	
Technology Fee	\$ 1,952,264	\$ 1,988,719	101.9%	\$ 2,475,440	\$ 2,313,371	93.5%		\$ 324,652	16%	increase due to tuition increase and enrollment growth
Other Revenues	\$ 4,351,831	\$ 2,653,511	61.0%	\$ 3,911,923	\$ 2,545,311	65.1%		\$ (108,200)	-4%	
Other Student Fees	\$ 1,801,634	\$ 992,799	55.1%	\$ 1,821,439	\$ 1,070,796	58.8%		\$ 77,998	8%	
Fund Transfers In	\$ 1,029,753	\$ 8,139	0.8%	\$ 2,344,940	\$ 25,265	1.1%		\$ 17,126	210%	timing difference of transfer in from other funds
Revenue Stabilization Reserve	\$ 2,150,500	\$ -	0.0%	\$ 3,150,500	\$ -	0.0%		\$ -	0%	
Total Revenues - Fund 10 and 12	\$ 123,115,199	\$ 91,601,897	74.4%	\$ 140,178,383	\$ 99,831,172	71.2%	69%	\$ 8,229,276	9%	
Operating Costs										
Personnel & Benefits										
Instructional	\$ 33,021,800	\$ 21,884,959	66.3%	\$ 37,533,133	\$ 23,736,477	63.2%		\$ 1,851,518	8%	
Administrative	\$ 16,001,726	\$ 12,363,103	77.3%	\$ 17,907,721	\$ 13,551,434	75.7%		\$ 1,188,331	10%	increase primarily due to the impact of the 4.5% pay increase for 18 pay periods so far this year vs the one-time 2% payout given in July last year and new positions added this year
Career (Non-Instructional)	\$ 19,736,243	\$ 12,977,653	65.8%	\$ 21,832,241	\$ 13,561,071	62.1%		\$ 583,419	4%	
OPS and Overtime	\$ 1,656,228	\$ 1,156,198	69.8%	\$ 1,925,498	\$ 1,354,729	70.4%		\$ 198,532	17%	increase primarily due to additional hours needed to support enrollment growth and 4.5% pay increase
Student Assistants	\$ 500,000	\$ 212,018	42.4%	\$ 500,000	\$ 225,719	45.1%		\$ 13,700	6%	
Personnel Benefits	\$ 21,969,320	\$ 13,996,309	63.7%	\$ 23,073,659	\$ 15,432,255	66.9%		\$ 1,435,946	10%	increase due to new positions and increased expense
Total Personnel & Benefits	\$ 92,885,317	\$ 62,590,239	67.4%	\$ 102,772,253	\$ 67,861,685	66.0%	66%	\$ 5,271,446	8%	
Current Expense										
Travel	\$ 515,721	\$ 189,895	36.8%	\$ 472,606	\$ 356,911	75.5%		\$ 167,016	88%	increase due to additional travel and professional development opportunities
Repairs & Maintenance	\$ 960,477	\$ 811,747	84.5%	\$ 948,643	\$ 636,012	67.0%		\$ (175,735)	-22%	decrease primarily due to lower service contract costs (ex landscaping moved in-house)
Rentals/Leases	\$ 209,071	\$ 116,015	55.5%	\$ 397,153	\$ 249,724	62.9%		\$ 133,709	115%	increase primarily due to new leased equipment for Marketing & Communications
Insurance (Non-Health)	\$ 2,028,175	\$ 1,874,347	92.4%	\$ 2,025,147	\$ 1,250,798	61.8%		\$ (623,549)	-33%	decrease primarily due to lower workers compensation insurance payments
Utilities	\$ 6,000,000	\$ 3,813,079	63.6%	\$ 6,401,500	\$ 3,831,468	59.9%		\$ 18,388	0%	
Services and Fees	\$ 3,517,797	\$ 1,916,202	54.5%	\$ 4,066,634	\$ 2,080,825	51.2%		\$ 164,622	9%	
Scholarships/Fee Waivers	\$ 497,730	\$ 517,755	104.0%	\$ 1,110,895	\$ 481,154	43.3%		\$ (36,600)	-7%	
Materials and Supplies	\$ 5,414,467	\$ 2,505,988	46.3%	\$ 5,595,954	\$ 3,043,349	54.4%		\$ 537,361	21%	increase primarily due to increased educational materials & supplies associated with enrollment growth
Tech Expense/Licensing	\$ 1,755,000	\$ 808,820	46.1%	\$ 1,956,061	\$ 1,369,233	70.0%		\$ 560,413	69%	increase primarily due to increased maintenance & licensing costs associated with both educational and administrative software
Other Current Expense	\$ 5,591,182	\$ 430,325	7.7%	\$ 6,767,625	\$ 530,103	7.8%		\$ 99,779	23%	increase due to change in accounting of TRIO Grant (Budget includes Contingency)
Total Current Expense	\$ 26,489,620	\$ 12,984,173	49.0%	\$ 29,742,218	\$ 13,829,577	46.5%	47%	\$ 845,404	7%	
Capital Spending										
Computer Refresh Leases	\$ 1,778,959	\$ 824,051	46.3%	\$ 2,126,836	\$ 1,164,159	54.7%		\$ 340,109	41%	increase due to continuing expansion of computer refresh program
Capital Purchases- Non-Recurring	\$ 1,932,522	\$ 420,312	21.7%	\$ 1,024,978	\$ 877,897	85.7%		\$ 457,585	109%	increase primarily due to a strategic change that has enabled the purchase of approved capital items earlier in the year than in prior years
Debt Service - Construction Obligations	\$ -	\$ -	-	\$ 4,500,000	\$ -	0.0%		\$ -	0%	
Total Capital Spending	\$ 3,711,481	\$ 1,244,363	33.5%	\$ 7,651,814	\$ 2,042,056	26.7%	14%	\$ 797,693	64%	
Total Operating Costs - Fund 10 and 12	\$ 123,086,418	\$ 76,818,775	62.4%	\$ 140,166,285	\$ 83,733,318	59.7%	60%	\$ 6,914,543	9%	
Total Remaining Funds (Surplus/Deficit)	\$ 28,781	\$ 14,783,122		\$ 12,098	\$ 16,097,854			\$ 1,314,733	9%	

ST. PETERSBURG COLLEGE
FY2010-2011 FUND 1x BUDGET AND THREE YEAR PROJECTION

Projected Sources of Revenue	FY10-11 Budget	FY10-11 Proj Actual	FY11-12 Projection		FY12-13 Projection		FY13-14 Projection			
				Total Avail		Total Avail		Total Avail		
Funds										
Student Tuition & Out-of-State Fees	\$55,235,961	\$57,214,825	\$57,214,825	\$1,978,864	\$57,214,825	\$0	\$57,214,825	\$0		
State Appropriation - CCPF	\$55,674,039	\$55,674,039	\$52,964,773	(\$2,709,266)	\$52,964,773	\$0	\$52,964,773	\$0		
Federal Stabilization Funds	\$5,180,294	\$5,180,294	\$0	(\$5,180,294)	\$0	\$0	\$0	\$0		
State Appropriation - Lottery	\$7,279,093	\$7,279,093	\$7,279,093	\$0	\$7,279,093	\$0	\$7,279,093	\$0		
Operating Cost for New Facilities	\$78,354	\$78,354	\$0	(\$78,354)	\$0	\$0	\$0	\$0		
Distance Learning Fee	\$3,026,400	\$3,111,442	\$3,111,442	\$85,042	\$3,111,442	\$0	\$3,111,442	\$0		
Technology Fee	\$2,475,440	\$2,779,352	\$2,779,352	\$303,912	\$2,779,352	\$0	\$2,779,352	\$0		
Lab Fee Revenues	\$1,971,075	\$2,647,520	\$2,474,596	\$503,521	\$2,474,596	\$0	\$2,474,596	\$0		
Other Revenues	\$3,911,923	\$3,673,653	\$3,673,653	(\$238,270)	\$3,673,653	\$0	\$3,673,653	\$0		
Other Student Fees	\$1,821,439	\$1,667,844	\$1,667,844	(\$153,595)	\$1,667,844	\$0	\$1,667,844	\$0		
Fund Transfers In	\$2,274,940	\$2,274,940	\$2,274,940	\$0	\$2,274,940	\$0	\$2,274,940	\$0		
Indirect Cost Transfers	\$70,000	\$0	\$0	(\$70,000)	\$0	\$0	\$0	\$0		
Total Funds	\$138,998,958	\$141,581,355	\$133,440,517	-\$5,558,441	\$133,440,517	\$0	\$133,440,517	\$0		
Other Sources of Funds										
Revenue Stabilization Reserve	\$3,150,500	\$0	\$2,150,500	\$0	\$2,150,500	\$0	\$2,150,500	\$0		
One-Time Non-Recurring Project Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Total Other Sources of Funds	\$3,150,500	\$0	\$2,150,500	\$0	\$2,150,500	\$0	\$2,150,500	\$0		
Total Fund Sources	\$142,149,458	\$141,581,355	\$135,591,017	\$0	\$135,591,017	\$0	\$135,591,017	\$0		
Projected Uses of Revenue										
Personnel & Benefits										
Instructional/Faculty-Full Time	\$23,013,984	\$23,258,377	\$25,496,531	\$0	\$26,447,091	\$0	\$26,447,091	\$0		
Admin/Prof	\$16,815,251	\$17,756,693	\$18,577,209	\$0	\$18,577,209	\$0	\$18,577,209	\$0		
Career	\$20,240,086	\$19,476,649	\$21,639,763	\$0	\$21,639,763	\$0	\$21,639,763	\$0		
Total Budgeted Personnel Salaries	\$60,069,322	\$60,491,719	\$65,713,503	\$0	\$66,664,063	\$0	\$66,664,063	\$0		
Cost to Increase	\$3,364,930	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Faculty/Adjunct/Suppl	\$12,785,639	\$13,613,213	\$12,466,436	\$0	\$12,043,284	\$0	\$12,043,284	\$0		
Non-Instructional OPS and Overtime	\$1,842,582	\$1,907,444	\$1,958,603	\$0	\$1,958,603	\$0	\$1,958,603	\$0		
New Position Requests	\$2,159,787	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Employee Benefits - Retirement	\$6,116,871	\$7,004,218	\$6,670,925	\$0	\$6,770,734	\$0	\$7,109,270	\$0		
Employee Benefits - FICA/Medicare	\$4,587,653	\$4,818,304	\$5,003,194	\$0	\$5,076,387	\$0	\$5,076,387	\$0		
Employee Benefits - Health/Dental/Wellness	\$9,805,068	\$9,359,027	\$10,233,969	\$0	\$10,393,663	\$0	\$11,433,029	\$0		
Employee Benefits - Other	\$324,158	\$165,255	\$165,255	\$0	\$165,255	\$0	\$165,255	\$0		
Benefit Contingency	\$955,303	\$905,303	\$0	\$0	\$0	\$0	\$0	\$0		
Student Assistants	\$500,000	\$326,682	\$500,000	\$0	\$500,000	\$0	\$500,000	\$0		
Compensated Absences	\$190,940	\$209,718	\$209,718	\$0	\$209,718	\$0	\$209,718	\$0		
Indirect Cost Transfers	\$70,000	\$70,000	\$70,000	\$0	\$70,000	\$0	\$70,000	\$0		
Lab Fee Personnel Expenses	\$612,064	\$930,325	\$930,325	\$0	\$930,325	\$0	\$930,325	\$0		
Total Personnel & Benefits	\$103,384,317	72.74%	\$99,801,029	73.29%	\$103,921,928	77.91%	\$104,782,032	77.87%	\$106,159,935	77.90%
Current Expense										
Travel	\$472,606	\$580,000	\$472,606	\$0	\$472,606	\$0	\$472,606	\$0		
Freight/Postage/Communication	\$667,907	\$639,930	\$667,907	\$0	\$667,907	\$0	\$667,907	\$0		
Printing/Copying	\$293,300	(\$29,166)	\$205,310	\$0	\$205,310	\$0	\$205,310	\$0		
Repairs & Maintenance	\$948,643	\$764,230	\$948,643	\$0	\$948,643	\$0	\$948,643	\$0		
Rentals/Leases	\$397,153	\$503,061	\$397,153	\$0	\$397,153	\$0	\$397,153	\$0		
Insurance	\$2,025,147	\$1,853,941	\$1,822,632	\$0	\$1,822,632	\$0	\$1,822,632	\$0		
Utilities	\$6,401,500	\$6,000,000	\$6,400,000	\$0	\$6,720,000	\$0	\$7,056,000	\$0		
Services and Fees	\$4,066,634	\$3,852,027	\$4,113,139	\$0	\$4,113,139	\$0	\$4,113,139	\$0		
Supplies	\$4,634,747	\$4,463,134	\$4,690,847	\$0	\$4,690,847	\$0	\$4,690,847	\$0		
Scholarships/Fee Waivers	\$1,110,895	\$508,868	\$1,110,895	\$0	\$1,110,895	\$0	\$1,110,895	\$0		
Transfers Out	\$500,000	\$871,326	\$500,000	\$0	\$500,000	\$0	\$500,000	\$0		
Bad Debt/Unemployment Comp/Misc	\$817,625	\$817,625	\$817,625	\$0	\$817,625	\$0	\$817,625	\$0		
Tech Expense/Licensing	\$1,956,061	\$1,956,061	\$2,041,103	\$0	\$2,041,103	\$0	\$2,041,103	\$0		
Indirect Cost Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Current Expense	\$24,292,218	\$22,581,038	\$24,187,860	\$0	\$24,507,860	\$0	\$24,843,860	\$0		
Strategic Initiatives	\$990,000	\$990,000	\$0	\$0	\$0	\$0	\$0	\$0		
Contingency	\$4,460,000	\$3,460,000	\$0	\$0	\$0	\$0	\$0	\$0		
Total Current Expense	\$29,742,218	20.92%	\$27,031,038	19.85%	\$24,187,860	18.13%	\$24,507,860	18.21%	\$24,843,860	18.23%
Capital Spending										
Computer Refresh Leases	\$2,126,836	\$1,960,954	\$2,430,747	\$0	\$2,430,747	\$0	\$2,430,747	\$0		
One-Time Capital Purchases	\$1,024,978	\$1,024,978	\$1,224,978	\$0	\$1,224,978	\$0	\$1,224,978	\$0		
Debt Service - Construction Obligations	\$4,500,000	\$4,500,000	\$0	\$0	\$0	\$0	\$0	\$0		
Total Capital Spending	\$7,651,814	5.38%	\$7,485,932	5.50%	\$3,655,726	2.74%	\$3,655,726	2.72%	\$3,655,726	2.68%
Lab Fee Expenses	\$1,359,011	\$1,860,956	\$1,616,623	\$0	\$1,616,623	\$0	\$1,616,623	\$0		
Total Operating Costs	\$142,137,360	\$136,178,955	\$133,382,137	\$0	\$134,562,241	\$0	\$136,276,143	\$0		
Total Remaining Funds	\$12,098	\$5,402,400	\$2,208,881	\$0	\$1,028,777	\$0	(\$685,126)	\$0		
One-Time Funded Projects	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Prior Year Ending Fund Balance	\$30,259,219	\$35,661,619	\$37,870,500	\$0	\$38,899,277	\$0	\$38,214,151	\$0		
Fund Balance										

DRAFT #1 -----ST. PETERSBURG COLLEGE --- DRAFT

ACADEMIC CALENDAR

8/22/2011 - 12/16/2011 — FALL TERM 0445 — 20111

May	2	Monday	Students can view FALL class offerings on MySPC
	28	Saturday	Deadline for International applicants to fulfill requirements
	31	Tuesday	Special Programs FALL Registration for FALL Classes
June	1	Wednesday	Special Programs FALL Registration for FALL Classes
	2	Thursday	OPEN Registration for FALL Classes
	16	Thursday	Incoming Transient Student Registration for FALL Classes
August	1	Monday	ANGEL Maintenance begins (8/1 through 8/10)
	8	Monday	Priority deadline date for admission application and materials for regular session
	10	Wednesday	Payment Plan enrollment deadline
	16	Tuesday	Universal due date for tuition
	16	Tuesday	(NOON) Deadline to pay online with Florida Prepaid
	18	Thursday	Faculty report for duty
	19	Friday	Registration BEGINS: Senior Citizen & State Employee - Regular Classes
	22	Monday	First day of classes: Regular, 1st 8-Week Mod, Online NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING
	26	Friday	Last day to drop, receive refund and/or change to audit: Regular, 1st 8-Week Mod, Online
	26	Friday	First day of Weekend classes NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING
	26	Friday	Registration ENDS: Senior Citizen & State Employee - Regular Classes
September	2	Friday	Last day to drop, receive refund and/or change to audit: Weekend classes
	5	Monday	<i>Labor Day - COLLEGE CLOSED</i>
	16	Friday	Registration BEGINS: Senior Citizen & State Employee - Express Classes
	19	Monday	First day of Express classes NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING
	22	Thursday	Last day to withdraw with a grade of "W": 1st 8-Week Mod Classes
	23	Friday	Senior Citizen & State Employee Registration ENDS: Express Classes
23	Friday	Last day to drop, receive refund and/or change to audit: Express Classes	
October	13	Thursday	Last day of classes: 1st 8-Week Mod
	13	Thursday	Midterm exams for Online classes BEGIN
	14	Friday	(4 P.M.) Final grades due in PS for 1st 8-Week Mod Classes
	15	Saturday	Midterm exams for Online classes END
	17	Monday	First day of classes: 2nd 8-Week Mod NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING
	21	Friday	Last day to drop, receive refund and/or change to audit: 2nd 8-Week Mod classes
	25	Tuesday	<i>College Day - COLLEGE CLOSED; NO CLASSES</i>
25	Tuesday	Last day to withdraw with a grade of "W": Weekend Classes	
27	Thursday	Last day to withdraw with a grade of "W": Regular & Online Classes	
November	4	Friday	Deadline for name in graduation program
	7	Monday	Last day to withdraw with a grade of "W": Express Classes
	11	Friday	<i>Veteran's Day - COLLEGE CLOSED</i>

	18	Friday	Last day to withdraw with a grade of "W": 2nd 8-Week Mod Classes
	23	Wednesday	<i>Thanksgiving Break - COLLEGE CLOSED until 11/28/11</i>
December	8	Thursday	Final exams BEGIN: Online and Weekend Classes
	10	Saturday	Final exams END: Online and Weekend Classes
	10	Saturday	Last day of Weekend classes
	12	Monday	Final exams BEGIN: Regular & Express Classes
	15	Thursday	Final exams END: Regular & Express Classes
	15	Thursday	Last day of classes: Regular, Online, Express, 2nd 8-Week Mod
	16	Friday	(4 P.M.) Final grades due in PS: Regular, Online, Express, 2nd 8-Wk Mod
	16	Friday	Last day for Faculty
	17	Saturday	Commencement
	17	Saturday	<i>STUDENT Winter Break begins: NO CLASSES UNTIL 1/9/12</i>
	17	Saturday	<i>FACULTY Winter Break begins: FACULTY RETURN 1/6/12</i>
	20	Tuesday	<i>STAFF Winter Break begins: COLLEGE CLOSED UNTIL 1/2/12</i>

DRAFT #1 * ST. PETERSBURG COLLEGE * DRAFT
ACADEMIC CALENDAR
1/09/2012 - 5/04/2012 — SPRING TERM 0450 — 20112

October	3	Monday	Students can view SPRING class offerings on MySPC
	28	Friday	Deadline for International applicants to fulfill requirements
	31	Monday	Special Programs Registration begins
November	2	Wednesday	OPEN Registration BEGINS: Regular, Online, Express, 1st & 2nd 8-Week Mod
	16	Wednesday	Incoming Transient Student Registration for Spring Classes
December	28	Wednesday	Priority deadline date for admission application and materials for regular session
January	2	Monday	Payment Plan enrollment deadline
	3	Tuesday	Universal due date for tuition
	6	Friday	Faculty report for duty
	6	Friday	Registration BEGINS: Senior Citizen & State Employee - Regular Classes
	9	Monday	First day of classes: Regular, 1st 8-Week Mod, Online NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING
	13	Friday	Last day to drop, receive refund and/or change to audit: Regular, 1st 8-Week Mod, Online
	13	Friday	First day of Weekend classes NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING
	13	Friday	Registration ENDS: Senior Citizen & State Employee - Regular Classes
	16	Monday	<i>Martin Luther King Jr.'s Birthday observed - COLLEGE CLOSED</i>
	20	Friday	Last day to drop, receive refund and/or change to audit: Weekend classes
	February	3	Friday
6		Monday	First day of Express classes NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING
9		Thursday	Last day to withdraw with a grade of "W": 1st 8-Week Mod Classes
10		Friday	Last day to drop, receive refund and/or change to audit: Express Classes
10		Friday	Senior Citizen & State Employee Registration ENDS: Express Classes
March	1	Thursday	Last day of classes: 1st 8-Week Mod
	2	Friday	(4 P.M.) Final grades due in PS for 1st 8-Week Mod Classes
	4	Sunday	<i>SPRING BREAK BEGINS (3/4 - 3/10)- COLLEGE CLOSED</i>
	15	Thursday	Midterm exams for Online classes BEGIN
	17	Saturday	Midterm exams for Online classes END
	12	Monday	First day of classes: 2nd 8-Week Mod NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING
	16	Friday	Last day to drop, receive refund and/or change to audit: 2nd 8-Week Mod classes
	19	Monday	Last day to withdraw with a grade of "W": Weekend Classes
April	20	Tuesday	Last day to withdraw with a grade of "W": Regular & Online Classes
	23	Friday	Deadline for name in graduation program
	1	Sunday	Last day to withdraw with a grade of "W": Express Classes
	6	Friday	<i>SPRING HOLIDAY (4/6 - 4/8): COLLEGE CLOSED</i>

	12	<i>Thursday</i>	Last day to withdraw with a grade of "W": 2nd 8-Week Mod Classes
	26	Thursday	Final exams BEGIN: Online and Weekend Classes
	28	Saturday	Final exams END: Online and Weekend Classes
	28	Saturday	Last day of Weekend classes
	30	Monday	Final exams BEGIN: Regular & Express Classes
May	3	Thursday	Final exams END: Regular & Express Classes
	3	Thursday	Last day of classes: Regular, Online, Express, 2nd 8-Week Mod
	4	Friday	(4 P.M.) Final grades due in PS: Regular, Online, Express, 2nd 8-Wk Mod
	4	Friday	Last day for Faculty
	5, 6 or 7		Commencement

DRAFT #1 * ST. PETERSBURG COLLEGE * DRAFT
ACADEMIC CALENDAR
5/14/2012 - 7/20/2012 — SUMMER TERM 0455 — 20113

February	27	Monday	Students can view SPRING class offerings on MySPC
March	12	Monday	Deadline to apply for Summer Study Abroad trips
	23	Friday	Deadline for International applicants to fulfill requirements
	26	Monday	Special Programs Registration begins
	28	Wednesday	OPEN Registration BEGINS: Regular, Online, Express, 1st 8-Week Mod
April	11	Wednesday	Incoming Transient Student Registration for Summer Classes
May	1	Tuesday	Priority deadline date for admission application and materials for regular session
	3	Thursday	Payment Plan enrollment deadline
	9	Wednesday	Universal due date for tuition
	11	Friday	Registration BEGINS: Senior Citizen & State Employee - Regular Classes
	14	Monday	Faculty report for duty
	14	Monday	First day of classes: Regular, 1st 8-Week Mod, Online NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING
	18	Friday	Last day to drop, receive refund and/or change to audit: Regular, 1st 8-Week Mod, Online NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING
	18	Friday	Registration ENDS: Senior Citizen & State Employee - Regular Classes
	28	Monday	<i>Memorial Day observed - COLLEGE CLOSED</i>
June	8	Friday	Registration BEGINS: Senior Citizen & State Employee - Express Classes
	8	Friday	Deadline for name in graduation program
	11	Monday	First day of Express classes NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING
	13	Wednesday	Last day to drop, receive refund and/or change to audit: Express Classes
	14	Thursday	Midterm exams for Online classes BEGIN
	14	Thursday	Last day to withdraw with a grade of "W": 1st 8-Week Mod Classes
	15	Friday	Senior Citizen & State Employee Registration ENDS: Express Classes
	16	Saturday	Midterm exams for Online classes END
	22	Friday	Last day to withdraw with a grade of "W": Regular and Online Classes
July	3	Tuesday	Last day to withdraw with a grade of "W": Express Classes
	4	Wednesday	<i>Fourth of July holiday - COLLEGE CLOSED</i>
	5	Thursday	Last day of classes: 1st 8-Week Mod
	6	Friday	(4 P.M.) Final grades due in PS: 1st 8-Week Mod classes

11	Wednesday	Final exams BEGIN: Online Classes
13	Friday	Final exams END: Online Classes
18	Wednesday	Final exams BEGIN: Regular & Express Classes
19	Thursday	Final exams END: Regular & Express Classes
19	Thursday	Last day of classes: Regular, Express & Online Classes
20	Friday	Last day for Faculty
20	Friday	(4 P.M.) Final grades due in PS: Regular, Express & Online Classes
21	Saturday	Commencement