

MINUTES OF THE REGULAR MEETING OF MARCH 15, 2011

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

The Board of Trustees of St. Petersburg College met on Tuesday, March 15, 2011, at the St. Petersburg College EpiCenter, 13805 – 58th Street N., Largo, 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 were William D. Law, Jr., President of St. Petersburg College and Secretary to the Board of Trustees, and Joseph H. Lang, Board Attorney.

11-045. In accordance with the Administrative Procedure Act, the following Agenda was prepared:

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

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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)

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- 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

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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](#)

11-046. The meeting was convened by the chairman at 8:30 a.m. The invocation was given by Mr. Johnston and was immediately followed by the Pledge of Allegiance.

11-047. Dr. Law recommended adoption of retirement resolutions for Shirley D. Bell, Follow-Up/Reports Specialist, Academic Effectiveness & Assessment, EpiCenter Services; Suzanne L. Cronauer, Administrative Specialist, Curriculum, Academic & Student Affairs, EpiCenter Services; and Mary C. Hoover, Grant Accountant, Accounting/Business Services, EpiCenter Services. Ms. Bell, Ms. Cronauer and Ms. Hoover were all in attendance and, joined by family and colleagues, received their resolutions as presented by Chairman Burke and President Law. Mr. Johnston moved to adopt the resolutions. Mr. Gibbons seconded the motion. Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Burke voted aye; Mr. Brett voted aye; and Mrs. Bilirakis voted aye. Motion carried.

11-048. Dr. Law introduced Mrs. Frances Neu as the College's new Vice President of Institutional Advancement and Executive Director of the Foundation and shared highlights of her background and expertise. On behalf of the Board, Mr. Burke welcomed Mrs. Neu, offering the support of the trustees, and thanked Mr. Johnston for his role on the selection committee. Dr. Law additionally thanked Dr. Janice Buchanan for serving in the interim and called upon her to share about the latest and most recent gift received during her time with the Foundation, that being a check to the College from Mr. John O'Hearn in memory of his wife Sue for a \$100,000 endowment. Mrs. Bilirakis thanked Dr. Buchanan for all her accomplishments during her many years at the College.

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11-049. Dr. Law called upon Dr. Kathleen Griffin, Associate Provost, Clearwater Campus, who introduced Clearwater sophomore Spenser Reed in recognition of his recent naming to the *USA Today's* 2011 All-USA Community College Academic Team of 20 members out of 1,600 students nationwide. She stated that Mr. Reed further was selected as the program's top scorer in Florida, naming him a New Century Scholar. Dr. Griffin noted that official announcements will be made on April 11 during the AACC Annual Convention in New Orleans. On behalf of the Board, Chairman Burke commended Mr. Reed for all he has accomplished, as highlighted by Dr. Griffin, and wished him success in all his future endeavors.

Mr. Burke asked that trustees be given opportunity for more frequent recognition of students, such as this, at Board meetings. Mr. Gibbons added commendations for the Women's Basketball Team for making it to the state tournament.

11-050. Opportunity was given for comments from the Board Chair, Board Members and the President.

Mr. Burke distributed the Annual Reports of the 2010 Florida Prepaid College Board and its Foundation for trustee perusal.

In addition, he noted he was contacted by a Broward College trustee regarding the need for a state trustee group, similar to the Council of Presidents, that meets regularly, includes a representative from all 28 community colleges, and is more effective than the current Trustees Commission, particularly for the purpose of responding to the critical governance issue that primarily effects the role of trustees. He said he would be meeting with the incoming chair of the FACC Trustees Commission and the Broward trustee to discuss a strategy and would report back to the Board. Mr. Johnston encouraged this movement to once again give trustees a voice. He shared a brief history of his past involvement with establishing a statewide Community College Coordinating Board and the involvement of Mr. Lang with the State Board of Community Colleges.

Mr. Burke further expressed appreciation to Dr. Law for the significant invitations this College received to attend two of the U.S. Department of Education's four Community College Regional Summits, one held in Houston and participated in by Dr. Law, and one being held in Indianapolis, to be attended by Mr. Burke. He asked the president to comment on his closing speech at the Houston Summit. Dr. Law stated he believes SPC caught people's attention early on with its adoption of the Completion Agenda, which showed this College was serious in regard to national issues that matter most. He said the fact he was asked to speak at the Summit, which flowed from the earlier White House Summit on Community Colleges and included about 150 others who care deeply about student success, was a reflection on our institution. Dr. Law said his remarks at the Summit were motivational in nature and intended to inspire those who do not have a voice. He noted a compilation webcast would be available after the four Summits have taken place. He saluted the trustees for participation in the strategic workshop held earlier and for their continued guidance, and he expressed appreciation for the opportunity to participate in this Summit and interact with other presidents and trustees. Mr.

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Burke noted he has asked Dr. Law to distribute his videotaped comments to the Board, if available.

Mrs. Bilirakis thanked the staff for all their hard work that often goes unrecognized.

Mr. Brett acknowledged the recent positive press in the *St. Petersburg Times* that focused on SPC's growth at Downtown/Midtown. The Board clerk was asked to provide a copy of the article to the trustees.

Mr. Johnston asked that any plans for the future of Midtown be put on a fast track, i.e., purchase of land and moving forward with a new permanent facility. He felt that the area's crime may decrease if the College can build hope in people and give them a future.

Mr. Gibbons reported he attended the Mac J. Williams, Sr. Awards ceremony at the Palladium Theater, which was very nice and included approximately 100 students from St. Petersburg/Gibbs, Downtown and Midtown sites, as well as serving as the SPC's new gospel choir debut. He welcomed Mrs. Neu to the College family and said he looks forward to working with her. He thanked Dr. Buchanan for her many years of service. In addition, Mr. Gibbons offered to work with Dr. Law on fast-tracking the Midtown site. He asked that SPC continue responding to the County's needs in terms of mission and bettering the community. He paid tribute to Dr. Joseph Smiley, Dean of Social & Behavioral Sciences, who was in attendance and serves as the director of the Alpha Institute, a mentoring program that focuses on at-risk African-American males in middle and high school, and to the Collegiate High School staff, both of which have many students with the potential of Spenser Reed. Mr. Burke summarized it is the Board's desire to entrust President Law with setting proper priorities and recommending a timeframe in regard to Midtown and asked that a thoughtful recommendation be brought back to the Board on how to proceed. He suggested this may be a philanthropic opportunity due to limited PECO funds.

In addition, Mr. Gibbons said he is working with Dr. Tonjua Williams, Vice President of Academic & Student Affairs, to put a committee together to address the black male issue and has asked her to bring a presentation to the Board. He noted he attended the recent Black, Brown & College Bound event sponsored by Hillsborough Community College. Mr. Burke asked that Dr. Williams' presentation be part of the April Board meeting. Lastly, Mr. Gibbons noted that Dr. Law would be meeting with and introducing himself to various ministers in the community.

11-051. The minutes of the Special Meeting of the Board of Trustees of St. Petersburg College for February 22, 2011 were presented by the chairman for approval. Mr. Brett moved approval of the minutes as submitted. Mr. Johnston seconded the motion. Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Burke voted aye; Mr. Brett voted aye; and Mrs. Bilirakis voted aye. Motion carried.

11-052. Under Monthly Reports, Chairman Burke requested a report of any new business from Board Attorney Lang or Acting General Counsel Suzanne Gardner.

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Mr. Lang reported that this week included a closing of the transaction from the SPC Foundation to the College on its Veterinary Technology property located on Ulmerton Road in Largo. He said a prompt closing of the JWB (Juvenile Welfare Board) property near the Health Education Center is also being urged for this week, and a closing statement has been received with a March 16 closing date. In response to Mr. Johnston's earlier comments, Mr. Lang stated he chaired the State Board of Community Colleges before its demise due to a division over the issue of a K-20 system vs. three systems. He encouraged trustees to resurrect a state-governing system that allows them to speak on behalf of all and said strong support exists for reinstatement of such. He thanked Dr. Buchanan for her heart for SPC, noting the time he spent serving alongside her on the College's Board of Trustees. She offered her support for reinstating such an organization.

Mr. Burke commented that the Veterinary Technology project is visibly progressing very nicely. Ms. Susan Reiter, Vice President, Facilities Planning & Institutional Services, stated the project will be completed on time and the ribbon-cutting ceremony is currently being discussed.

Ms. Gardner stated she had no report on behalf of the General Counsel's office.

11-053. Chairman Burke called upon designated provosts to share their monthly report.

Mr. JC Brock, Campus Executive Officer, Allstate Center, featured the "Parks and Public Safety" Summer Program being hosted at the Allstate Center in partnership with the City of St. Petersburg, Juvenile Welfare Board and Pinellas County School Board. He said the College has been very aggressive in reach-out programs and partnership opportunities. In response to Mr. Johnston, Mr. Brock provided an update on the recent meeting in Washington, DC with Congressman Bill Young's staff in regard to the federal budget to fund these types of grant items. He noted that on Department of Defense funding, we are working with the Congressman's office to seek a single line item for federal funding that would remove us from having to compete for federal earmarks. He commented on a visit to the Allstate Center from a member of the Congressman's staff who guides the programs and brought back positive feedback to the Congressman on SPC's programs. Mr. Burke asked if JWB has any way of tracking the program's success, and Mr. Brock said it would be tracked by SPC staff, although the method is still in development. Mr. Burke added that if the program is to expand, it needs an accountability component.

Dr. Conferlete Carney, Provost, Tarpon Springs (TS) Campus, featured the Greek Studies Initiative, highlighting the mission of the AFGLC (American Foundation for Greek Language and Culture) and the successes of its 2010 and 2011 conferences/forums. He said the TS Campus this year hosted approximately 217 attendees in comparison with 101 at USF, and that a Tarpon Springs citizen donated \$10,000 to AFGLC to help fund development and delivery of two new TS courses. He noted that the work with AFGLC is a great example of part of the College's mission statement to work with others in providing rich learning experiences. Mrs. Bilirakis added that she attended the event, which she found to be well-attended, very interesting and knowledgeable. Mr. Johnston commended the staff for a great job in taking a community's heritage and building on it to bring recognition to the College. Dr. Carney commended the

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partnerships of AFGLC and USF, as well as College staff Dr. Martha Campbell, Dr. Jonathan Steele, Dean of Humanities & Fine Arts, and Mr. Mark Lulek, TS Humanities Chair.

Dr. James Olliver, Provost, Seminole Campus/eCampus, featured: (1) curriculum for the new Entrepreneurial Certification Program; (2) the newly recast Career and Entrepreneurship Center; (3) past and present international entrepreneurial opportunities and development of an International Entrepreneurship Passport; (4) recognition from the National Association for Community College Entrepreneurship, calling upon Professor Nicolle Panuthos, Lead Instructor for the Program and Academic Department Chair, College of Business, and Ms. Lynne Wolf, Career and Entrepreneurship Center Specialist, to present the two awards received; and (5) Business Plan & Elevator Pitch Competition, which included a brief advertisement video. He distributed a flyer on the Business Plan and Elevator Pitch Competition, encouraging trustees to attend the April 20 competition and awards event. He commended Rep. Janet Long, Dr. Buchanan and SPC Foundation friends for assistance in raising the \$20,000 in sponsorships to fund the program and awards and said this effort shows the power of a great idea and the importance of giving the next Pinellas County entrepreneur some funding to take their business planning to the next level.

Mr. Johnston encouraged contacting local supporters (i.e., national accounting and law firms) for possible entrepreneurial start-up scholarships or time contributions. Mr. Burke offered his contact at Ernst and Young as a possible contributor. Mr. Brett thanked Dr. Olliver for the report and congratulated him and his staff on its success. In addition, he inquired as to the status of the Strategic Policy Institute and what future events it has planned. Dr. Olliver reported that finalists for the executive director position are being interviewed this Friday for recommendation to Dr. Law, and that, in addition to past forums on the Gulf oil spill and health care, a third topic in the series is unknown at this time but is open to Board suggestions. Mr. Brett further inquired as to the status of a board for the Institute, to which Dr. Olliver responded this action is pending the hiring of the director. In response to Mr. Gibbons, Dr. Olliver said the selection committee for interviewing candidates is rather large and includes, among others, faculty representation from all campuses, Dr. Anne Cooper, Senior Vice President of Academic & Student Affairs, and Ms. Kay Burniston, Vice President of Baccalaureate Programs, Academic Effectiveness & University Partnerships.

*(Information regarding these reports is included as **Attachment A – 11-053.**)*

11-054. Following a brief break called by the Chairman at 9:50 a.m., the president called upon Dr. Jeff Cesta, Director of Dual Enrollment/Early College/Early Admission Programs, who presented information under Item VII-A, Student Success and Achievement – Career Pathways and Dual Enrollment. *(Presentation materials are included as **Attachment B – 11-054.**)* He reported on the shared articulation efforts with Pinellas County Schools (PCS), highlighting the combined dual enrollment opportunities with career pathways. He commended the College's Marketing & Public Information staff for their work on the Pathways to Success marketing materials. Mr. Johnston commended the efforts and sought affirmation that the College is working in full cooperation with PCS and not straying from its mission. Mr. Burke also

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commended the magnificent marketing materials and inquired as to how the high school students get this information. Dr. Cesta said the mission is to educate students and parents, and presentations are being held at all high schools as well as efforts being made to capture 8th graders. He noted there is additional information on the College's website and posters created for the classrooms. Mr. Burke suggested adding an e-mail address on each flyer for those with questions to have easier contact. Mr. Gibbons thanked Dr. Cesta for this well-prepared quality information.

11-055. Further, under Item VII-A, Dr. Law called upon Mrs. Yvonne Ulmer, Campus Executive Officer, Downtown/Midtown Centers (DT/MT), who was joined by Dr. Martha Campbell, Communications Dean, and Ms. Sharon Griggs, Mathematics Dean, in presenting information related to Student Retention Initiatives. (*Presentation materials are included as Attachment C – 11-055.*) Mrs. Ulmer provided an overview of collegewide retention strategies, one experimental and one proven successful, that strengthen student success. She reported that 200 undecided majors have been identified at DT/MT. She highlighted a 4-hour career assessment and advising workshop in April designed by SPC counselor Dr. Jerry Cade that is being promoted to help DT/MT students transition from “undeclared” to “declared” and said she would keep the Board posted on its results. Deans Campbell and Griggs described the Florida Developmental Education Initiative Grant, funded partially by the Gates and Lumina Foundations, and highlighted the goals and successes of the Bridge to Success Program, commending all of the student support team for their coordinated effort in the Program's success. Mr. Burke commended the staff's quick action in response to a previously expressed Board concern regarding these “undeclared” students, a group who has proven to have the lowest retention rate.

In response to Mr. Burke, Dean Griggs explained the fine-tuned diagnostic testing for each student to help ensure their success. Mr. Johnston urged Dr. Law to carry this initiative forward in the budget if the grant is not renewed. In response to Mr. Johnston, Dean Campbell explained the tracking method used, with the assistance of Dr. Jesse Coraggio, Director of Academic Effectiveness & Assessment, to determine how these students fare in their other academic endeavors. Mr. Brett inquired as to the percentage of undeclared students at Downtown/Midtown and how it compared to those for the rest of the College. Dr. Law stated that 200 undeclared out of 3,000 Downtown/Midtown students is a pretty good finding, and staff is working hard to identify those who need the most assistance and to ensure student success from Day 1. He said these efforts include a new orientation program that Dr. Williams is rolling out this summer with about 1,600 students that focuses on students enunciating their goals at the front door. Mr. Brett inquired about the 10 percent withdrawal rate in ENC 0990 and how it compares, and Dean Campbell responded that the average withdrawal rate is about 30 percent. Mr. Gibbons commented that this initiative is an opportunity to address remedial students and to keep them in the program where they belong. Mr. Burke commented on the student focus and said it is exciting for the Board to hear and see meaningful work such as this being done.

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11-056. The Board considered Item VII-D.1a, Application for and Acceptance of Grants/Restricted Funds (if awarded), and Item VII-D.2a under Amendments. Mr. Gibbons moved approval. Mr. Johnston seconded the motion. Mr. Burke sought confirmation that the helpful Grant Information Summary (GIS), which is generally attached to grants being brought forward for Board approval, is not being done away with since it was omitted from VII-D.1a. Dr. Law confirmed this particular grant did not necessitate a GIS since there was no associated funding detail, but that future grants would include this information as applicable. Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Burke voted aye; Mr. Brett voted aye; and Mrs. Bilirakis voted aye. Motion carried.


Information regarding these items is as follows:

Agenda Item VII-D.1a

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.

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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

Agenda Item VII-D.2a

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

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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

11-057. The Board considered Capital Outlay, Maintenance, Renovation, and Construction Item VII-E.1. Mr. Brett moved approval. Mr. Gibbons seconded the motion. Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Burke voted aye; Mr. Brett voted aye; and Mrs. Bilirakis voted aye. Motion carried.

Information regarding this item is as follows:

Agenda Item VII-E.1

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.

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

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

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

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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

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(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.

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

Witnesses as to the College:

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

Print Name: _____

Print Name: _____

Date: _____

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

Witnesses as to PCMA:

Print Name: _____

By: _____

Name: _____

Its: _____

Print Name: _____

Date: _____

11-058. The Board considered Capital Outlay, Maintenance, Renovation, and Construction Item VII-E.2-E.3, and Personnel Items VII-G.1-G.3. In regard to Item VII-E.2, Ms. Reiter was joined by Mr. Michael Carter, Director of Design & Construction, in presenting the Downtown Center's 3rd and 4th floor design documents for review. They explained the variances between these lab costs per square foot and those presented earlier for Seminole Campus.

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: (*Presentation materials for Item VII-E.2 are included as Attachment D – 11-058.*)

Agenda Item VII-E.2

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

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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:

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- **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

Agenda Item VII-E.3

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

**MINUTES OF THE REGULAR MEETING OF MARCH 15, 2011
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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

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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

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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: _____

Name: _____

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

By: _____

Name: _____

NUHS:

National University of Health Sciences

Witnesses as to the NUHS:

By: _____

By: _____

Name: _____

Name: _____

Its: _____

By: _____

Name: _____

Agenda Item VII-G.1

March 15, 2011

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President



**MINUTES OF THE REGULAR MEETING OF MARCH 15, 2011
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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

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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

Agenda Item VII-G.2

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

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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

Agenda Item VII-G.3

March 15, 2011

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Faculty Annual Contract Recommendations

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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	Kronschnabl, 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

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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. Srvcs-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

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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

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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

11-059. 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-H. Mr. Brett moved approval. Mrs. Bilirakis seconded the motion. At the request of Mr. Burke, Dr. Smiley explained the changes being brought forth in Rule 6Hx23-4.451, College-Preparatory Instruction, and what it means for student success. 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:

Invoice/Serial Number

11-01016

GULF COAST
BUSINESS REVIEW

Published Weekly
Clearwater, Pinellas County, Florida

COUNTY OF PINELLAS

S.S.

STATE OF FLORIDA

Before the undersigned authority personally appeared Kelly Martin
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 Meeting

in the matter of Public Meeting on March 15, 2011 at 8:30 am

in the _____ Court, was published in said newspaper in the


issues of February 11, 2011

MINUTES OF THE REGULAR MEETING OF MARCH 15, 2011

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

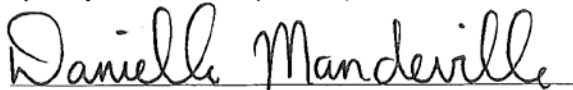
Affiant further says that the said Gulf Coast Business Review is a newspaper published at Clearwater, Pinellas County, Florida, and that said newspaper has heretofore been continuously published and has been entered as periodicals matter at the Post Office in Clearwater in said Pinellas County, Florida,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

Sworn to and subscribed before me this


Kelly Martin

15 day of February A.D. 2011

by Kelly Martin, who is personally known to me.



Notary Public, State of Florida
(SEAL)

NOTARY PUBLIC-STATE OF FLORIDA
 Danielle Mandeville
Commission #DD971808
Expires: MAR. 16, 2014
BONDED THRU ATLANTIC BONDING CO., INC.

NOTICE OF 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: March 15, 2011; Board meeting commencing at 8:30 a.m.

PLACE: The meeting will be held at the EpiCenter of St. Petersburg College, Conference Room 1-453, 13805 58th Street North, Largo, 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.

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.

MINUTES OF THE REGULAR MEETING OF MARCH 15, 2011

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

The proposed rules and/or amendments, together with the purpose and effect and specific legal authority, will be posted no later than Friday, February 11, 2011, 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 January 21, 2011. Said Notice(s) also appeared in the Gulf Coast Business Review on January 21, 2011.

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 March 15, 2011, at the EpiCenter of St. Petersburg College, Conference Room 1-453, 13805 58th Street North, Largo, 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

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

RULE TITLE: COLLEGE-PREPARATORY INSTRUCTION

RULE NO.: 6Hx23-4.451

RULE NOTICE DATE: February 11, 2011

PURPOSE AND EFFECT: The proposed rule revisions will establish that students taking the Computerized Placement Test (CPT) 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.

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: 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.

SUMMARY STATEMENT OF ESTIMATED REGULATORY COSTS: The proposed changes to the Rule will affect students taking the CPT who score below the prescribed cut-off score in two or more college preparatory areas. 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, 2011-12

February 11, 2011


11-01016

Agenda Item VII-H

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

MINUTES OF THE REGULAR MEETING OF MARCH 15, 2011 BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

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 1101 or 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

MINUTES OF THE REGULAR MEETING OF MARCH 15, 2011 BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

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

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(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

MINUTES OF THE REGULAR MEETING OF MARCH 15, 2011
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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: _____

11-060. Under Item VII-I, Financial Report and Update, the president called upon Dr. Doug Duncan, Senior Vice President of Administrative/Business Services & Information Technology, to present the current budget status, preliminary 2011-12 budget preview, and 3-year budget projection. (*A copy of the slide presentation is included as Attachment E – **11-060.***) Dr. Duncan shared financial highlights from the current budget, including lottery payment information in follow up to the Board's earlier inquiry. In response to Mr. Johnston and Mr. Burke, he further clarified the textbook credit revenue and the projected cost of that credit. In anticipation of a state-mandated tuition increase, Mr. Johnston asked that, in the interest of students, the textbook cost assistance be considered in the 2011-12 budget. Dr. Law said the 2010-11 assistance had a much bigger impact than expected and would, therefore, be continued in the budget for another year. In regard to the 2011-12 Budget Development Preview, the president said we have started the process of building next year's budget and will be in a position next month to engage the Board on key priorities and the big picture of the budget. He said we anticipate some reduction in Community College Program Funds (CCPF), although that remains to be seen, and acknowledged the end of federal stimulus funds, commending Dr. Tom Furlong, who served as interim president, and the Board for their good work with the funds received. Dr. Law reported that enrollment growth is strong, and staff is in the process of completing the guaranteed annual schedule for 2011-12. Mr. Burke commended Dr. Law on a student- and faculty-friendly guaranteed schedule. Mr. Johnston was provided with further clarification by Dr. Law on the guaranteed schedule process.

Dr. Law reviewed some of the upcoming budget's challenges and strengths outlined in the presentation. He noted he would share strategies with the Board in follow up to a

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day-long session held with Cabinet, including key challenge areas such as compensation and diminished PECO funding.

Dr. Duncan demonstrated the one-budget tool, showing scenarios of how various increases in enrollment, tuition and salary would affect the proposed budget over the next three years. Dr. Law said he would seek trustee dialog in developing the budget as to what number to project for enrollment and tuition increases, as well as projects, so the Board could arrive at a comfort level and be proactive instead of waiting for a state-directed increase. He agreed with the Board that smaller, more frequent tuition increases are helpful for students as they plan going forward and said that flexibility from the Legislature within a tuition range is a valuable tool that should be used. Dr. Law agreed to have some budget dialog with the Board at its April meeting in Tarpon Springs, but due to a scheduled event that immediately follows the meeting, that being the Ribbon-Cutting and Naming Ceremony for the new College of Education building, most of the dialog and action would be at May Board. Mr. Gibbons commented that budget is the Board's number one priority, and the Governor is watching how all budgets are being put together and who is supporting his budget. He encouraged the College to continue to be financially prudent going forward.

Since the May Board of Trustees meeting is scheduled for the 17th, the same day that SPC hosts the State Board of Education (SBE) at the EpiCenter, Dr. Law suggested the trustees welcome the SBE, delaying the start of their own meeting, and plan to have a long meeting, working through lunch in order to allow approximately an hour and a half on the agenda for budget discussion. Mr. Burke recommended a joint lunch with SBE members, as there may be value in taking time to dialog.


Information regarding this item is as follows:

Agenda Item VII-I

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

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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

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	\$ 40,699,090	91.9%	\$ 55,235,961	\$ 47,696,931	36.2%		\$ 6,597,841	17%	Increase due to tuition increase and enrollment growth
State Appropriation - CCFP	\$ 53,300,274	\$ 36,251,955	68.0%	\$ 55,674,039	\$ 37,224,389	66.9%		\$ 572,430	3%	
Federal Stabilization Funds	\$ 5,697,671	\$ 4,767,164	93.5%	\$ 5,180,294	\$ 6,180,294	100.0%		\$ 419,100	8%	
State Appropriation - Lottery	\$ 6,777,857	\$ 1,843,166	27.2%	\$ 7,279,093	\$ 1,465,619	20.0%		\$ (387,377)	-2.1%	first lottery payment. State determines how much received in each payment
Operating Cost for New Facilities	\$ 315,104	\$ -	0.0%	\$ 79,354	\$ -	0.0%		\$ -	0%	
Distance Learning Fee	\$ 2,180,995	\$ 2,497,295	114.5%	\$ 3,626,400	\$ 2,419,090	79.9%		\$ (78,295)	-3%	
Technology Fee	\$ 1,952,264	\$ 1,936,719	101.5%	\$ 2,475,440	\$ 2,313,371	93.5%		\$ 324,652	18%	Increase due to tuition increase and enrollment growth
Other Revenues	\$ 4,351,831	\$ 2,651,511	61.0%	\$ 3,911,923	\$ 2,645,311	68.1%		\$ (198,260)	-4%	
Other Student Fees	\$ 1,691,634	\$ 992,799	58.7%	\$ 1,821,430	\$ 1,070,766	58.8%		\$ 77,999	8%	
Fund Transfers In	\$ 1,029,763	\$ 6,139	0.6%	\$ 2,344,940	\$ 25,265	1.1%		\$ 17,126	210%	timing difference of transfer in from other funds
Revenue Stabilization Reserve	\$ 2,150,600	\$ -	0.0%	\$ 3,150,600	\$ -	0.0%		\$ -	0%	
Total Revenues - Fund 10 and 12	\$ 123,115,199	\$ 91,601,897	74.4%	\$ 140,178,383	\$ 59,831,172	71.2%	69%	\$ 8,225,276	9%	
Operating Costs										
Personnel & Benefits										
Instructional	\$ 33,021,600	\$ 21,884,959	66.3%	\$ 37,533,133	\$ 23,736,477	63.2%		\$ 1,851,618	8%	
Administrative	\$ 16,601,726	\$ 12,361,103	74.4%	\$ 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 16 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)	\$ 16,736,243	\$ 12,977,653	77.6%	\$ 21,832,241	\$ 15,961,071	73.1%		\$ 803,418	4%	
OPS and Overtime	\$ 1,665,228	\$ 1,168,188	69.8%	\$ 1,926,498	\$ 1,364,729	70.4%		\$ 195,632	17%	Increase primarily due to additional hours needed to support enrollment growth and 4.5% pay increase
Student Assistants	\$ 600,000	\$ 212,018	35.3%	\$ 600,000	\$ 225,719	37.6%		\$ 13,700	6%	
Personnel Benefits	\$ 21,069,320	\$ 13,036,309	62.0%	\$ 23,073,859	\$ 16,432,255	71.0%		\$ 1,435,340	10%	Increase due to new positions and increased expense
Total Personnel & Benefits	\$ 92,885,317	\$ 62,590,239	67.4%	\$ 102,772,253	\$ 67,861,665	66.0%	66%	\$ 5,271,446	8%	
Current Expense										
Travel	\$ 616,721	\$ 180,695	29.3%	\$ 472,666	\$ 369,911	78.5%		\$ 197,010	89%	Increase due to additional travel and professional development opportunities
Repairs & Maintenance	\$ 960,477	\$ 811,747	84.5%	\$ 948,643	\$ 636,012	67.0%		\$ (176,735)	-22%	decrease primarily due to lower service contract costs (ex landscaping moved in-house)
Rentals/Leases	\$ 205,071	\$ 116,015	56.6%	\$ 397,153	\$ 249,724	62.9%		\$ 133,709	116%	Increase primarily due to new leased equipment for Marketing & Communications
Insurance (Non-Health)	\$ 2,028,175	\$ 1,874,347	92.4%	\$ 2,025,147	\$ 1,260,798	62.3%		\$ (823,649)	-31%	decrease primarily due to lower workers compensation insurance payments
Utilities	\$ 6,000,000	\$ 3,813,019	63.6%	\$ 6,401,600	\$ 3,531,468	55.2%		\$ 10,389	0%	
Services and Fees	\$ 3,517,797	\$ 1,618,202	46.0%	\$ 4,066,634	\$ 2,080,825	51.2%		\$ 164,022	9%	
Scholarships/Fee Waivers	\$ 497,730	\$ 617,755	124.1%	\$ 1,110,095	\$ 461,164	41.5%		\$ (36,600)	-7%	
Materials and Supplies	\$ 6,416,457	\$ 2,505,988	39.1%	\$ 6,695,954	\$ 3,043,349	45.6%		\$ 537,351	21%	Increase primarily due to increased educational materials & supplies associated with enrollment growth
Tech Expense/Licensing	\$ 1,765,000	\$ 890,820	50.5%	\$ 1,556,061	\$ 1,369,233	88.0%		\$ 860,413	89%	Increase primarily due to increased maintenance & licensing costs associated with both educational and administrative software
Other Current Expense	\$ 6,591,162	\$ 430,325	6.5%	\$ 6,767,625	\$ 630,183	9.3%		\$ 90,779	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	\$ 13,825,577	46.5%	47%	\$ 845,484	7%	
Capital Spending										
Computer Refresh Leases	\$ 1,778,989	\$ 824,051	46.4%	\$ 2,126,836	\$ 1,164,169	54.7%		\$ 340,109	41%	Increase due to continuing expansion of computer refresh program
Capital Purchases - Non-Bonus Item	\$ 1,922,622	\$ 420,312	21.9%	\$ 1,024,978	\$ 877,697	85.7%		\$ 467,685	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	\$ -	\$ -	0.0%	\$ 4,600,000	\$ -	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	84%	
Total Operating Costs - Fund 10 and 12	\$ 123,086,416	\$ 76,818,775	62.4%	\$ 140,165,295	\$ 83,733,318	59.7%	60%	\$ 6,914,543	9%	
Total Remaining Funds (Surplus/Deficit)	\$ 26,781	\$ 14,783,122		\$ 12,098	\$ 16,097,854			\$ 1,314,733	9%	

MINUTES OF THE REGULAR MEETING OF MARCH 15, 2011

BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE

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	
					Total Avail	Total Avail	Total Avail	Total Avail
Funds								
Student Tuition & Out-of-State Fees	\$55,235,961	\$57,214,825	\$59,746,776	\$4,510,816	\$59,746,776	\$0	\$59,746,776	\$0
State Appropriation - CAPP	\$56,074,039	\$56,074,039	\$52,084,773	(\$2,700,266)	\$52,084,773	\$0	\$52,084,773	\$0
Federal Stabilization Funds	\$5,160,284	\$5,160,284	\$0	(\$5,160,284)	\$0	\$0	\$0	\$0
State Appropriation - Lottery	\$7,270,093	\$7,270,093	\$7,270,093	\$0	\$7,270,093	\$0	\$7,270,093	\$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	\$5,042	\$3,111,442	\$0	\$3,111,442	\$0
Technology Fee	\$2,475,440	\$2,205,252	\$2,005,960	\$430,220	\$2,005,960	\$0	\$2,005,960	\$0
Lab Fee Revenues	\$1,071,076	\$2,647,520	\$2,474,598	\$503,521	\$2,474,598	\$0	\$2,474,598	\$0
Other Revenues	\$3,911,923	\$3,673,653	\$3,673,653	(\$230,270)	\$3,673,653	\$0	\$3,673,653	\$0
Other Student Fees	\$1,821,439	\$1,667,844	\$1,667,844	(\$163,606)	\$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	\$138,090,950	\$141,551,355	\$138,000,077	-\$2,800,881	\$138,000,077	\$0	\$138,000,077	\$0
Other Sources of Funds								
Revenue Stabilization Reserve	\$3,150,600	\$0	\$2,150,600	\$0	\$2,150,600	\$2,150,600	\$2,150,600	\$0
One-Time Non-Recurring Project Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Other Sources of Funds	\$3,150,600	\$0	\$2,150,600	\$0	\$2,150,600	\$2,150,600	\$2,150,600	\$0
Total Fund Sources	\$142,140,458	\$141,551,355	\$138,249,577	-\$2,800,881	\$138,249,577	\$2,150,600	\$138,249,577	\$0
Projected Uses of Revenue								
Personnel & Benefits								
Instructional/Faculty-Full Time	\$23,013,084	\$23,258,377	\$25,490,631	\$0	\$25,490,631	\$26,447,091	\$26,447,091	\$0
Admin/Prof	\$16,818,281	\$17,798,963	\$16,977,209	\$18,977,209	\$16,977,209	\$16,977,209	\$16,977,209	\$0
Career	\$20,240,080	\$19,478,469	\$21,620,793	\$21,620,793	\$21,620,793	\$21,620,793	\$21,620,793	\$0
Total Budgeted Personnel Salaries	\$60,069,322	\$60,491,539	\$65,713,503	\$0	\$65,713,503	\$66,604,063	\$66,604,063	\$0
Cost to Increase	\$3,364,630	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Faculty/Adjunct/Suppl	\$12,785,639	\$13,613,213	\$12,468,439	\$12,468,439	\$12,468,439	\$12,043,284	\$12,043,284	\$0
Non-Instructional OPS and Overtime	\$1,842,582	\$1,907,444	\$1,958,003	\$1,958,003	\$1,958,003	\$1,958,003	\$1,958,003	\$0
New Position Requests	\$2,150,787	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Employee Benefits - Retirement	\$6,110,871	\$7,004,210	\$6,670,923	\$6,670,923	\$6,670,923	\$6,770,724	\$6,770,724	\$0
Employee Benefits - FICA/Retirees	\$4,587,553	\$4,818,304	\$5,003,194	\$5,003,194	\$5,003,194	\$5,078,357	\$5,078,357	\$0
Employee Benefits - Health/Dental/Wellness	\$9,805,068	\$9,350,227	\$10,233,969	\$10,233,969	\$10,233,969	\$10,393,663	\$11,433,020	\$0
Employee Benefits - Other	\$324,158	\$105,255	\$105,255	\$105,255	\$105,255	\$105,255	\$105,255	\$0
Benefit Contingency	\$958,303	\$908,303	\$900,000	\$900,000	\$900,000	\$0	\$0	\$0
Student Assistants	\$500,000	\$326,882	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$0
Compensated Absences	\$150,049	\$206,718	\$206,718	\$206,718	\$206,718	\$209,718	\$209,718	\$0
Indirect Cost Transfers	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$0
Lab Fee Personnel Expenses	\$612,064	\$930,326	\$930,326	\$930,326	\$930,326	\$930,326	\$930,326	\$0
Total Personnel & Benefits	\$103,384,317	72.74% \$99,801,020	73.20% \$104,621,928	77.02%	\$104,782,032	77.80%	\$106,159,935	77.83%
Current Expense								
Travel	\$472,608	\$500,000	\$472,608	\$472,608	\$472,608	\$472,608	\$472,608	\$0
Freight/Postage/Communication	\$667,907	\$630,930	\$667,907	\$667,907	\$667,907	\$667,907	\$667,907	\$0
Printing/Copying	\$293,300	(\$20,100)	\$295,310	\$295,310	\$295,310	\$295,310	\$295,310	\$0
Repairs & Maintenance	\$948,643	\$764,230	\$948,643	\$948,643	\$948,643	\$948,643	\$948,643	\$0
Rentals/Leases	\$397,163	\$503,061	\$397,163	\$397,163	\$397,163	\$397,163	\$397,163	\$0
Insurance	\$2,025,147	\$1,853,041	\$1,822,932	\$1,822,932	\$1,822,932	\$1,822,932	\$1,822,932	\$0
Utilities	\$6,401,500	\$6,000,000	\$6,400,000	\$6,400,000	\$6,400,000	\$6,720,000	\$7,060,000	\$0
Services and Fees	\$4,088,634	\$3,852,027	\$4,113,139	\$4,113,139	\$4,113,139	\$4,113,139	\$4,113,139	\$0
Supplies	\$4,634,747	\$4,463,134	\$4,690,847	\$4,690,847	\$4,690,847	\$4,690,847	\$4,690,847	\$0
Scholarships/Fee Waivers	\$1,110,885	\$508,888	\$1,110,885	\$1,110,885	\$1,110,885	\$1,110,885	\$1,110,885	\$0
Transfer Out	\$500,000	\$671,326	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$0
Bad Debt/Unemployment Comp/Misc	\$817,625	\$817,625	\$817,625	\$817,625	\$817,625	\$817,625	\$817,625	\$0
Tech Expense/Leasing	\$1,058,061	\$1,058,061	\$2,041,103	\$2,041,103	\$2,041,103	\$2,041,103	\$2,041,103	\$0
Indirect Cost Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Current Expense	\$24,292,218	\$22,281,028	\$24,187,860	\$24,187,860	\$24,187,860	\$24,607,860	\$24,843,860	\$0
Strategic Initiatives	\$990,000	\$990,000	\$990,000	\$990,000	\$990,000	\$0	\$0	\$0
Contingency	\$4,480,000	\$3,480,000	\$61,248	\$61,248	\$61,248	\$0	\$0	\$0
Total Current Expense	\$29,742,218	20.02% \$27,031,038	10.85% \$25,809,168	19.01%	\$24,607,860	18.20%	\$24,843,860	18.21%
Capital Spending								
Computer Refresh Leases	\$2,126,830	\$1,900,954	\$2,557,356	\$2,557,356	\$2,557,356	\$2,557,356	\$2,557,356	\$0
One-Time Capital Purchases	\$1,024,978	\$1,024,978	\$1,224,978	\$1,224,978	\$1,224,978	\$1,224,978	\$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	5.36% \$7,485,932	6.50% \$3,782,334	2.78%	\$3,782,334	2.61%	\$3,782,334	2.77%
Lab Fee Expenses	\$1,350,011	0.96% \$1,860,968	1.37% \$1,616,623	1.19%	\$1,616,623	1.20%	\$1,616,623	1.19%
Total Operating Costs	\$142,137,380	\$138,178,965	\$136,980,003		\$136,980,003		\$136,402,752	
Total Remaining Funds	\$12,098	\$5,402,400	\$2,159,584		\$3,560,728		\$1,946,825	
One-Time Funded Projects		\$0	\$0		\$0		\$0	
Prior Year Ending Fund Balance	\$30,259,219							
Fund Balance		\$35,661,619	\$40,402,452		\$43,983,160		\$45,810,005	

11-061. Under the President's Report, Dr. Law provided a Legislative Update. He said the Board of Governors bill was sent to the Board and is still subject to significant change. He noted his meeting with Chancellor Frank Brogan went well and involved serious governance discussion. He said he believes the votes are not there to keep things the way they are, and SPC needs to continue using its best leadership to demonstrate the qualitative impact of its baccalaureate programs and the financing of those programs. He noted his intent to invite the Pinellas Teacher of the Year, who is an SPC alumnus, and perhaps Spenser Reed or a similarly accomplished student, to share their stories with the State Board of Education when it visits in May. Mr. Gibbons commented that the College is a good steward and needs to set the standard

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by communicating to legislative leadership who is doing this right and who is not. He said the next two House Speakers have close ties to Pinellas, but the next Senate President believes in a different model, so the time is right to get our message out. Dr. Law said the facts speak for themselves, and we need to get them into as many hands as possible. Mr. Burke offered trustee assistance in this effort, including participating in any meetings or trips to Tallahassee. He recommended that Governor Jeb Bush be brought on board to help in the governance effort since it was his legacy that enabled community colleges to have 4-year programs.

11-062. In regard to the Strategic Policy Institute, Mr. Burke expressed it is the will of the Board that a trustee representative be appointed to serve on the Institute’s Advisory Board, similar to the state mandate for direct support organizations (DSO). He sought the willingness of Mr. Brett to serve as the trustee representative to ensure the Institute’s mission remains within the broader scope of the College, and Mr. Brett agreed. Dr. Law concurred and said he would clarify the legal status of the Advisory Board and model our guidance on that within our own rule structure.

11-063. Dr. Law distributed the proposed Academic Calendar for 2011-12 and recommended additional days of closure for the College during Spring Break, similar to the policy of other institutions. He said he would bring this calendar back to the Board once it is confirmed. Mr. Burke noted it is trustee practice to accept recommendations of the president on these types of matters. Mr. Gibbons moved approval to accept the recommendation of the president for the new academic calendar. Mr. Brett seconded the motion. Mr. Gibbons voted aye; Mr. Johnston voted aye; Mr. Burke voted aye; Mr. Brett voted aye; and Mrs. Bilirakis voted aye. Motion carried.

Information regarding this item is as follows:

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

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	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 <i>NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING</i>
	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 <i>NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING</i>
	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 <i>NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING</i>
	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 <i>NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING</i>
	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>

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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	Registration BEGINS: Senior Citizen & State Employee - Express Classes
	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
	20	Tuesday	Last day to withdraw with a grade of "W": Regular & Online Classes
23	Friday	Deadline for name in graduation program	

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April	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	Thursday	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 <i>NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING</i>
	18	Friday	Last day to drop, receive refund and/or change to audit: Regular, 1st 8-Week Mod, Online <i>NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING</i>
	18	Friday	Registration ENDS: Senior Citizen & State Employee - Regular Classes
	28	Monday	<i>Memorial Day observed - COLLEGE CLOSED</i>
	June	8	Friday
8		Friday	Deadline for name in graduation program
11		Monday	First day of Express classes <i>NOTE: NO REGISTRATION ALLOWED AFTER 1ST CLASS MEETING</i>

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	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

11-064. Under Future Agenda Items, Dr. Law said he would confirm the State Board of Education meeting schedule for May 17 at EpiCenter and possibly move the Board of Trustees meeting to a later start time. Mr. Gibbons made a motion to set the meeting time as determined by Dr. Law and to advertise accordingly. Mr. Brett 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.

11-065. Having no further business to come before the Board, Chairman Burke adjourned the meeting at 11:25 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