

BOT *Highlights*

APRIL 26, 2011

PRELIMINARY MATTERS

The Board adopted retirement resolutions for Sammie H. Elser, Instructor/Coordinator, Sign Language Interpretation Program, Clearwater Campus; and Marilyn A. Ryan, Curriculum Services Coordinator, Academic & Student Affairs, EpiCenter Services. Ms. Elser and Ms. Ryan were in attendance and, joined by colleagues and family, received their resolutions as presented by Chairman Burke and President Law.

Dr. Anne Cooper, Senior Vice President of Academic & Student Affairs, introduced Mr. David Klement, the new executive director of the Institute for Strategic Policy Solutions. Mr. Klement briefly shared his thoughts on being part of the SPC family and thanked all for the privilege of being selected. On behalf of the Board, Mr. Burke welcomed Mr. Klement and noted Mr. Brett, as vice chair, is the Board's current designee to work with the Institute.

PROVOST REPORTS

Dr. Phil Nicotera, Provost of the Health Education Center, featured the Center's community outreach efforts through the Dental Hygiene Program, including clinics, community education and kids' program. Dr. Stan Vittetoe, Provost of the Clearwater Campus, highlighted achievements of SPC Communications professor Dr. Gregory Byrd and his role as a Fulbright Fellow in Albania. Dr. Karen Kaufman White, Provost of the St. Petersburg/Gibbs Campus, featured the Campus' Social & Behavioral Science program, sharing faculty highlights that included their achievements and travel abroad. She paid special tribute to Steve Meier who will be retiring after 35 years at SPC. Dr. Maureen Mahoney, President of the Faculty Senate, provided an update on the following areas: (1) Continuing Contract Bill; (2) Faculty Compensation Committee; (3) FGO Constitution; and (4) Professor Emeritus recognition, highlighting candidates who will be honored at the 2011 Fall Faculty Meeting.

STUDENT SUCCESS AND ACHIEVEMENT

Dr. Doug Duncan, Senior Vice President of Administrative/Business Services & Information Technology, was joined by Dr. Cooper in presenting 2011-2012 budget initiatives. The presentation included: Key Initiatives; "One College" Budget; Reallocations; Projected Sources of Revenue; Funding Our Strategic Priorities: Student Success, Out-of-Class Support, Student Experience, Mission Focus, Community and K-12 Support, College Operations; and Compensation Challenges and a proposed three percent across-the-board base salary adjustment.

EXPENDITURES AND CONTRACTS

The Board accepted, as information only, the following: (1) Quarterly Report of Exempt and Non-Exempt Purchases Not Exceeding \$325,000; and (2) Quarterly Report of Contract Items Not Exceeding \$325,000. The Board approved an amendment to the current Services Agreement with Higher One, Inc.

GRANTS/RESTRICTED FUNDS CONTRACTS

The Board authorized applications for and acceptance of grant funding (if awarded) from the United Way of Tampa Bay to pilot the Ready-Set-Read Summer Reading Tutoring Initiative.

CAPITAL OUTLAY

The Board accepted, as information only, the Quarterly Report of Construction Contract Approvals Not Exceeding \$350,000. The Board approved the following: (1) Remodel/Renovate/Roof, Annex 2,

EpiCenter, Project 186-J-07-1; (2) Agreement between St. Petersburg College and the National University of Health Sciences (NUHS) for a Lease of Space at the Health Education Center Annex, Building 67, Site 8; (3) Certificate of Final Inspection and Release of Final Payment, Project 597-D-10-5, Remodel/Renovate for Classrooms/Labs, Olympia Building, Tarpon Springs Campus; (4) Review of Phase III Construction Documents and Final Guaranteed Maximum Price (GMP), Project 186-B-11-4, Science lab Upgrades, UPC Building, Seminole Campus; (5) Review of Schematic Design Documents (Phase I) and Preliminary Guaranteed Maximum Price (GMP), Project 186-C-11-4, Additional Classrooms/Offices (Modulars), Seminole Campus; (6) Review of Construction Documents (Phase III), Change Order #1 (Proposal Request #1) and Final Guaranteed Maximum Price (GMP), Project 1707-B-11-15, Remodel and Buildout of Lab and Classrooms on 3rd and 4th Floors, Downtown Center; (7) Lease Agreement with the City of St. Petersburg for Parking at the St. Petersburg/Gibbs Campus; (8) Amendment #1 to the Lease Agreement with the Juvenile Welfare Board of Pinellas County; (9) Preliminary Planning for the Replacement of the Student Support Functions and Spaces at the St. Petersburg/Gibbs Campus; (10) Amendment #8 to the Educational Plant Survey dated June 19, 2007, (Spot Survey #8) Construct Student Support Services Building, St. Petersburg/Gibbs Campus, Site 3; (11) Quarterly Selection of Pre-Qualified Small Contractors, Revision #19; (12) Advertise for Professional Architectural Services for Health Education Center, Health Education Center Annex and Midtown Center; and (13) Advertise for a Construction Manager at Risk for Health Education Center, Health Education Center Annex and Midtown Center. In addition, the Board approved a proposed resolution distributed by Mr. Burke that prioritizes the need to plan for comprehensive facilities at both the Midtown site and for student support services at the St. Petersburg/Gibbs Campus.

PERSONNEL

The Board approved Executive/Administrative/Managerial and Professional Annual Contract Recommendations for 2011-2012.

CHANGES TO THE BOARD OF TRUSTEES' RULES

The Board approved changes to the Rules and Procedures Manual as follows: (1) Rule 6Hx23-1.15 Agents, Solicitors, Salesmen; (2) Rule 6Hx23-1.151 Free Speech and Assembly; (3) Rule 6Hx23-1.16 Fund Drives and Ticket Sales; (4) Rule 6Hx23-4.32 General Education Requirements for Associate Degree Programs; (5) Rule 6Hx23-4.461 Student Affairs: Academic Honesty Policies; (6) Rule 6Hx23-4.53 Health Related Programs: Associate in Science, Certificate, and Applied Technology Diploma – Special Rules; and (7) Rule 6Hx23-5.903 Contract Administration. With the exception on new rule 6Hx23-1.151, clarification was given that these changes were simply for the purpose of separating procedural matters from the rules by moving rule language to procedural language.

CREDIT CURRICULUM CHANGES

EFFECTIVE TERM III 2010-2011: The Board approved the **addition** of the following courses: EEX 4XX1 Exceptional Learners in the Secondary Inclusive Classroom; EEX 4XX2 Behavior Management of Secondary Exceptional Learners; EEX 4XX3 Differentiated Instruction and Assessment for Secondary Exceptional Learners; EEX 4XX4 Technology and Transition for Secondary Exceptional Learners.

EFFECTIVE TERM I 2011-2012: The Board approved **changes** in the following courses: CGS 1874 Introduction to Flash; CGS 2823 Advanced Web Site Development; COP 2801 JavaScript; COP 2823 Advanced Web Page Creation; ECO 2000 Introduction to Economics. The Board approved the **addition** of the following programs: CAD-CT Computer-Aided Design and Drafting Certificate; ITSC-CT Information Technology (IT) Security Certificate; MCITPS-CT Microsoft Certified IT Professional: Server Administrator Certificate. The Board approved **changes** in the following programs: ENG-AS Engineering Technology; LINXSA-CT Linux System Administrator Certificate. The Board approved the **deletion** of the following programs: CADD-CT Computer-Aided Design and Drafting Certificate; ITSEC-CT Information Technology (IT) Security Certificate; MCITPSA-CT Microsoft Certified IT

Professional: Server Administrator Certificate. The Board was informed of **changes** in the following programs: ORTHO-BAS Orthotics and Prosthetics.

PRESIDENT'S REPORT

Dr. Law presented his proposal to the Board to modify and expand the College's nondiscrimination statement and policy to include sexual orientation and gender identity as protected categories. The President requested and received a consensus from the Board to move forward with the proposed revisions through the formal rulemaking process.

In addition, Dr. Law called upon Dr. James Connolly, Director of Corporate Training, and Mr. Mike O'Keeffe, Director of Marketing & Public Information, who presented information on the Learn to Earn program coming to SPC in May, including its purpose, components and marketing kick-off campaign. Dr. Law stated the single goal of the program is to put people back to work, and this is just the beginning. The Board applauded the team for this initiative and suggested communicating these out-of-the-box outreach efforts to the Governor.

Further, Dr. Law reported on the newly formed Career Service Employee Council (CSEC). He commended the work of Dr. James Olliver, Provost of Seminole/eCampus, and Ms. Patty Jones, Vice President of Human Resources & Public Affairs in implementing this initiative. Ms. Jones noted the College currently has approximately 600 career employees. Dr. Law stated he wants to hear from them and plans to meet with the site representatives individually. Mr. Burke commented on the significance of recognizing career employees and thanked Dr. Law on behalf of the Board for these efforts.

CONFIRMATION OF NEXT MEETING

The Board confirmed its next meeting as Tuesday, May 17, 2011, 8:30 a.m. at the EpiCenter.