

**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: June 19, 2012; 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 58<sup>th</sup> 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](http://www.spcollege.edu) or by calling the Board Clerk at (727) 341-3241.

The proposed rules and/or amendments, together with the purpose and effect and specific legal authority, will be posted no later than Friday, May 18, 2012, 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 were posted on each of the College's official bulletin boards on December 16, 2011 or April 27, 2012. Said Notice(s) also appeared in the Gulf Coast Business Review on December 16, 2011 or April 27, 2012.

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 June 19, 2012, at the EpiCenter of St. Petersburg College, Conference Room 1-453, 13805 58<sup>th</sup> 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 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 727-341-3241. If you are planning to attend the workshop/hearing/meeting and are hearing impaired, please contact the agency five business days before the workshop/hearing/meeting by calling 727-791-2422 (V/TTY) or 727-474-1907 (VP).

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

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

RULES NOTICE DATE: May 18, 2012

PROPOSED DATE TO BECOME EFFECTIVE: Upon Board Approval

SUMMARY STATEMENT OF ESTIMATED REGULATORY COSTS: The proposed changes to the following Rules will affect the College administration, students and/or employees. There is no cost to the College associated with these amendments. There is no anticipated adverse effect on state or local government. There are no transactional costs associated with these amendments. There is no anticipated adverse impact on small business.

1. RULE TITLE: RIGHT OF THE BOARD TO REQUEST EXAMINATION 6Hx23-2.04

SUMMARY, PURPOSE AND EFFECT: The proposed change will repeal the Rule as it is no longer necessary since the authority is provided in College Rule 6Hx23-2.02 General Employment Rules.

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

2. RULE TITLE: TERMINAL PAY (Sick, Vacation, DROP) 6Hx23-2.07

SUMMARY, PURPOSE AND EFFECT: The proposed revisions will streamline the policy statement of the College as well as shift procedural provisions to College procedures.

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

LAW IMPLEMENTED: 1001.64(18), 1012.855, 1012.865, F.S.

3. RULE TITLE: REQUIREMENTS OF RECORDS FOR ALL EMPLOYEES 6Hx23-2.08

SUMMARY, PURPOSE AND EFFECT: The proposed revisions will state the policy statement of the College as well as shift procedural provisions to the existing College Procedure P6Hx23-2.08 Procedure: Requirements of Records for All Employees.

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

LAW IMPLEMENTED: 1001.64(18), 1012.81, 1012.855, F.S.; Rule 6A-14.047, F.A.C.

4. RULE TITLE: EVALUATION OF COLLEGE PERSONNEL 6Hx23-2.10

SUMMARY, PURPOSE AND EFFECT: The proposed revisions will streamline the Rule as well as shift procedural provisions to College procedures.

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

LAW IMPLEMENTED: 1001.64(18), 1012.855, 1008.45, F.S.; Rule 6A-14.0261, F.A.C.

5. RULE TITLE: WORKDAY AND WORKWEEK 6Hx23-2.14

SUMMARY, PURPOSE AND EFFECT: The proposed change will streamline the College's policy statement regarding workday/workweek and shift procedural provisions to College procedures.

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

LAW IMPLEMENTED: 1001.64(18), 1012.855, 1012.865, F.S.

6. RULE TITLE: EMPLOYMENT – CAREER SERVICE PERSONNEL 6Hx23-2.15

SUMMARY, PURPOSE AND EFFECT: The proposed change will update provisions related to probationary status and shift procedural provisions, including provisions related to classification of personnel, to College procedures.

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

LAW IMPLEMENTED: 1001.64(18), 1012.855, 1008.45, F.S.; Rule 6A-14.029, F.A.C.

7. RULE TITLE: EMPLOYMENT – ADMINISTRATIVE/PROFESSIONAL PERSONNEL 6Hx23-2.20

SUMMARY, PURPOSE AND EFFECT: The proposed change will streamline the Rule, retain provisions related to policy and shift procedural provisions to College procedures.

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

LAW IMPLEMENTED: 1001.64 (18), 1012.855, F.S.; Rule 6A-14.0261, F.A.C.

8. RULE TITLE: CONTRACTS FOR INSTRUCTIONAL PERSONNEL – CONTINUING CONTRACTS 6Hx23-2.21

SUMMARY, PURPOSE AND EFFECT: The proposed change will revise and streamline the policy regarding awarding continuing contracts pursuant to applicable law, and shift procedural provisions to the existing Procedure P6Hx23-2.21, currently titled Procedure: Administrative Leave From a Continuing Contract, to be retitled, Procedure: Contracts for Instructional Personnel – Continuing Contracts.

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

LAW IMPLEMENTED: 1001.64(18), 1012.83, 1012.855, 1008.45, F.S.; Rule 6A-14.0411, F.A.C.

9. RULE TITLE: EMPLOYMENT – FULL-TIME INSTRUCTIONAL PERSONNEL 6Hx23-2.201

SUMMARY, PURPOSE AND EFFECT: The proposed change will streamline the existing Rule and shift procedural provisions to College procedures.

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

LAW IMPLEMENTED: 1001.64(18), 1012.81, 1012.855, 1008.45, F.S.

10. RULE TITLE: DETERMINING EQUATED CREDIT HOUR (ECH) VALUES 6Hx23-2.202

SUMMARY, PURPOSE AND EFFECT: The proposed change will repeal the Rule and move provisions in their entirety to College procedures.

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

11. RULE TITLE: INSTRUCTIONAL CONTRACTS OTHER THAN 12-MONTH 6Hx23-2.211

SUMMARY, PURPOSE AND EFFECT: The proposed change will streamline the College's existing policy statement and provide authority to establish and maintain procedures regarding instructional contracts. Procedural provisions will be shifted to existing College Procedure P6Hx23-2.211 Procedure: Instructional Contracts Other Than 12-Month.

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

LAW IMPLEMENTED: 1001.64(18), 1012.855, 1012.83, F.S.; Rule 6A-14.041, F.A.C.

12. RULE TITLE: RESIGNATION 6Hx23-2.27

SUMMARY, PURPOSE AND EFFECT: The proposed change will streamline the College's policy statement and shift procedural provisions to College procedures.

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

LAW IMPLEMENTED: 1001.64 (4) & (18), 1012.855, F.S.

13. RULE TITLE: MILITARY AND NATIONAL GUARD LEAVE 6Hx23-2.33

SUMMARY, PURPOSE AND EFFECT: The proposed change will streamline the College's policy statement regarding Military and National Guard leave and move procedural provisions to a new Procedure P6Hx23-2.33 Military and National Guard Leave.

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

LAW IMPLEMENTED: 1001.64 (18), 115.07, 115.09, 115.14, 250.48, 250.481, 250.482, 121.111, 295.09, F.S.; Rule 6A-14.0432, F.A.C.; and the Uniformed Services Employment and Re-employment Rights Act (USERRA), 38 U.S.C. 4301 et. seq.

14. RULE TITLE: FAMILY AND MEDICAL LEAVE 6Hx23-2.35

SUMMARY, PURPOSE AND EFFECT: The proposed change will streamline the College's policy statement regarding Family and Medical Leave (FMLA) and shift procedural provisions of the implementation of such policy to College procedures.

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

LAW IMPLEMENTED: 1001.64(18), 1012.865, F.S.; Family & Medical Leave Act of 1993, as amended.

15. RULE TITLE: HOLIDAY LEAVE 6Hx23-2.39

SUMMARY, PURPOSE AND EFFECT: The proposed change will update the Rule and delete information that is no longer necessary.

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

LAW IMPLEMENTED: 1001.64 (18), 1012.855, F.S.

16. RULE TITLE: STUDENT ORGANIZATIONS 6Hx23-4.44

SUMMARY, PURPOSE AND EFFECT: The proposed change will streamline and clarify College policy related to the formation, advisement and governance of student organizations and clubs, to include eligibility to become a club advisor.

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

LAW IMPLEMENTED: 1001.64 (8), 1001.65, F.S.; SBE Rule 6A-14.057, F.A.C.

17. RULE TITLE: ADMISSION FEES FOR COLLEGE ACTIVITIES 6Hx23-5.10

SUMMARY, PURPOSE AND EFFECT: The proposed change will repeal the Rule and move applicable provisions to Rule 6Hx23-5.171 Miscellaneous Charges.

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

18. RULE TITLE: PROPERTY RECORDS 6Hx23-5.13

SUMMARY, PURPOSE AND EFFECT: The proposed change will revise and update the Rule, and move procedural provisions to a College Procedure.

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

LAW IMPLEMENTED: 1001.64(5) & (44), Chapter 274, F.S.

19. RULE TITLE: STUDENT FEES 6Hx23-5.17

SUMMARY, PURPOSE AND EFFECT: The proposed change will revise and update the Rule and move procedural provisions to a College Procedure.

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

LAW IMPLEMENTED: 1001.64(2) & (4), 1001.64(10), 1009.22, 1009.23, 1009.25, 1009.26, 1009.26(7), 1009.27, 1011.83, F.S.; Rules 6A-14.054, 6A-14.0541, F.A.C.

20. RULE TITLE: MISCELLANEOUS CHARGES 6Hx23-5.171

SUMMARY, PURPOSE AND EFFECT: The proposed change will revise the Rule and add applicable provisions from Rules 6Hx23-5.10 Admission Fees for College Activities and 6Hx23-5.28 Photocopying and Printing, which are being repealed.

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

LAW IMPLEMENTED: 1001.64(2) & (4), 1001.64(10), 1009.22, 1009.23, 1009.25, 1009.26, 1009.27, 1011.83, F.S.; Rules 6A-14.047, 6A-14.0261, 6A-14.054, F.A.C.

21. RULE TITLE: DEFERMENT OF PAYMENT OF FEES 6Hx23-5.174

SUMMARY, PURPOSE AND EFFECT: The proposed change will repeal the Rule which is no longer relevant.

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

22. RULE TITLE: STUDENT FEES—TRANSFERS AND REFUNDS 6Hx23-5.19

SUMMARY, PURPOSE AND EFFECT: The proposed change will revise and update the Rule and move procedural provisions to a College Procedure.

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

LAW IMPLEMENTED: 1001.64(10), 1009.23, F.S.; Rules 6A-14.054, 6A-14.0541, F.A.C.

23. RULE TITLE: WAIVER OF FEES AND TUITION 6Hx23-5.20

SUMMARY, PURPOSE AND EFFECT: The proposed change will revise and update the Rule and move procedural provisions to a College Procedure.

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

LAW IMPLEMENTED: 1007.27, 1001.64(10), 1009.21, 1009.22, 1009.23, 1009.25, 1009.26, 1009.265, 1009.27, 1007.263, 1011.62, 1011.82, 250.10, 110.1099, F.S.; Rule 6A-14.054, F.A.C.

24. RULE TITLE: STUDENT RELATED ACTIVITY FUNDS 6Hx23-5.21

SUMMARY, PURPOSE AND EFFECT: The proposed change will revise the Rule and add applicable language from Rules 6Hx23-5.23 Budget Amendments for Student Related Activities and 6Hx23-5.24 Use of Student Related Activity Funds.

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

LAW IMPLEMENTED: 1001.64(8) & (12), F.S.; Rule 6A-14.057, F.A.C.

25. RULE TITLE: BUDGET FOR STUDENT RELATED ACTIVITIES 6Hx23-5.22

SUMMARY, PURPOSE AND EFFECT: The proposed change will repeal the Rule and move procedural provisions to a College Procedure.

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

26. RULE TITLE: BUDGET AMENDMENTS FOR STUDENT RELATED ACTIVITIES 6Hx23-5.23

SUMMARY, PURPOSE AND EFFECT: The proposed change will repeal the Rule and move applicable provisions to Rule 6Hx23-5.21 Student Related Activity Funds.

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

27. RULE TITLE: USE OF STUDENT RELATED ACTIVITY FUNDS 6Hx23-5.24

SUMMARY, PURPOSE AND EFFECT: The proposed change will repeal the Rule and move applicable provisions to Rule 6Hx23-5.21 Student Related Activity Funds.

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

28. RULE TITLE: GRANT RESTRICTED FUNDING APPROVAL 6Hx23-5.25

SUMMARY, PURPOSE AND EFFECT: The proposed change will change the title of the Rule and further revise and update the Rule.

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

LAW IMPLEMENTED: 1001.64(12), 1010.02, F.S.; Rule 6A-14.075, F.A.C.

29. RULE TITLE: COLLECTION OF FINANCIAL OBLIGATIONS AND DELINQUENT ACCOUNTS 6Hx23-5.27

SUMMARY, PURPOSE AND EFFECT: The proposed change will revise and update the Rule and move procedural provisions to a College Procedure.

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

LAW IMPLEMENTED: 1001.64(44), F.S.; Rule 6A-14.060, F.A.C.

30. RULE TITLE: PHOTOCOPYING AND PRINTING 6Hx23-5.28

SUMMARY, PURPOSE AND EFFECT: The proposed change will repeal the Rule since its content is also covered in Rule 6Hx23-5.171 Miscellaneous Charges.

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

31. RULE TITLE: MERITORIOUS SERVICE AWARDS 6Hx23-5.29

SUMMARY, PURPOSE AND EFFECT: The proposed change will repeal the Rule since it is no longer relevant.

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