

AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES MAY 20, 2014

MIDTOWN CAMPUS ROOM 107
1048 22ND STREET SOUTH
ST. PETERSBURG, FL 33712

SPECIAL MEETING: 9:00 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. Dr. Cynthia Jolliff-Johnson, Associate Provost, Midtown (*Attending*)
 - 2. Dr. Conferlete Carney, Provost, Tarpon Springs Campus (*Attending*)
 - 3. Ms. Frances VanBuren, Accounting Support Specialist, Tarpon Springs Campus (*Not Attending*)
- B. Recognitions/Announcements
 - 1. Florida Educational Facilities Planners' Association, Inc. (FEFPA)
Winter award for SPC Ethics & Social Science Building
- C. Public Comment pursuant to §286.0105 FS

III. COMMENTS

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

IV. REVIEW AND APPROVAL OF MINUTES

- A. Board of Trustees' Meeting of April 15, 2014 (*Action*)

V. MONTHLY REPORTS

- A. Board Attorney
- B. General Counsel
- C. SPC Foundation Update (*Presentation*)

VI. STRATEGIC FOCUS AND PLANNING

A. STRATEGIC PRIORITIES

1. Legislative Review and 2014-15 Impact (*Information*)

B. STUDENT SUCCESS AND ACHIEVEMENT

1. College Experience Spring 2014 Results* (*Presentation*)
2. Streamlined Admissions* (*Presentation*)

C. BUDGET AND FINANCE

1. Fiscal Year 2014-2015 College General Operating, including Tuition and Fees (*Action*)
2. FY13-14 July 1 – April 30 Fund 1 Financial Report (*Presentation*)

D. ADMINISTRATIVE MATTERS

1. Human Resources
 - a. Personnel Report (*Action*)
2. Construction
 - a. Agreement between St. Petersburg College and STAR-TEC Erprises, Inc., d/b/a Tampa Bay Innovation Center, for a lease of space at the Downtown Center (*Action*)
 - b. Request to Advertise for Construction Manager at Risk Services for the new Joint-Use Library, Clearwater Campus (*Action*)

E. ACADEMIC MATTERS

1. Expanding International Education (*Presentation*) (Ramona Kirsch, Director, Center for International Programs)
2. Elite Educator Program (*Presentation*) (Dr. Kim Hartman, Dean, College of Education)

VII. CONSENT AGENDA - (*Action*)

- A. OLD BUSINESS (items previously considered but not finalized) - **None**
- B. NEW BUSINESS
 - 1. GRANTS/RESTRICTED FUNDS CONTRACTS
 - a. Florida Department of Education—Tampa Bay Consortium College Reach Out Program (CROP)
 - b. Criminal Justice Standards and Training Commission – Florida Department of Law Enforcement, Law Enforcement Trust Fund
 - c. U.S. Department of Homeland Security, Federal Emergency Management Agency—Emergency Management Leadership Training
 - d. University of West Florida - Complete Florida Grant
 - 2. BIDS, EXPENDITURES, CONTRACTS OVER \$325,000 - **None**
 - 3. CAPITAL OUTLAY, MAINTENANCE, RENOVATION, AND CONSTRUCTION - **None**
 - 4. OTHER
 - a. Seminole Community Library, Amendment of Intergovernmental Agreement between the City of Seminole and St. Petersburg College

VIII. INFORMATIONAL REPORTS - None

**IX. PROPOSED CHANGES TO BOT RULES MANUAL – Public Hearing
None**

X. PRESIDENT’S REPORT

XI. NEXT MEETING DATE AND SITE

June 17, 2014 Epi Center

XII. ADJOURNMENT

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting May 20, 2014, 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) 341-3241.

***No packet enclosure**

Date Advertised: May 9, 2014

Confirmation of Publication

[Notice of meeting](#)

Foundation Update Fiscal Year 2014

May 20, 2014

Financial Assets

FY 2011	\$46 million
FY 2012	\$48 million
FY 2013	\$52 million
FY 2014	\$59 million

An increase of 29% over four years

May 20, 2014

Revenues

FY 2011	\$1,067,946
FY 2012	\$1,404,662
FY 2013	\$1,640,678
FY 2014	\$2,037,334

An increase of 91% over four years

May 20, 2014

Contributions: Number and Type

	FY 2011	FY 2012	FY 2013	FY 2014
Contributions	610	654	790	978
Donors	515	561	670	822
Gifts for Scholarships	323	370	462	567
Gifts for Programs	218	190	254	411
Tribute Gifts	37	28	74	67
Online Gifts	13	21	46	94

May 20, 2014

Contributions: Gift Size

	FY 2011	FY 2012	FY 2013	FY 2014
\$50,000 and over	3	3	5	3
\$25,000 - \$49,999	8	5	10	12
\$10,000 - \$24,000	12	12	16	20
\$5,000 - \$9,999	9	16	21	27
\$1,000 - \$4,999	46	51	64	125
Gifts ≥ \$1,000	78	87	116	187

May 20, 2014

Contributions: Source

	FY 2011	FY 2012	FY 2013	FY 2014
Individual	425	481	558	687
Corporate	36	33	48	55
Clubs/Organizations	30	21	38	47
Foundations	18	17	16	18
Estate Gifts	6	9	10	15

May 20, 2014

Scholarship Update Through Spring 2014

SESSION	Eligible Applicants	Recipients	Average Award	Total Awarded	Award Breakdown			
					MALE	%	FEM	%
Session I (Fall 13)	871	653	\$615	\$401,966	171	26.19%	459	71.71%
Session II (Spring 14)	1280	683	\$745	\$433,128	166	24.30%	491	77.62%
Session III (Summer 14)	TBA	TBA	TBA	TBA	TBA		TBA	
First Gen (I & II)		424	\$200	\$84,767	127	29.95%	297	70.05%
TOTAL	2,151	1,760		\$919,861	464		1,247	

May 20, 2014

Foundation Board of Directors

Kenneth P. Cherven, Chairman
Bill McCloud, Vice Chairman
Joseph G. Blanton Immediate
Past Chairman
Theresa K. Furnas, Treasurer*
Frances Neu , Secretary*
Stephen O. Cole
Paul Demirdjian
John W. Doshier
Robert J. Fine, Jr.
Jenn Greacen
Robert L. Hilton
Beth A. Horner
Dr. William D. Law, Jr.*
Walter L. “Skip” Schafer, Jr.

Steven R. Shepard
Shan Shikarpuri
Richard B. Winning
David Zillig

Directors Emeritus:

Daniel Carlisle
Leon Hammock
Helen Leslie
Al T. May
Thelma Rothman
Henry B. Sayler

Honorary Director:

Wendell R. Ware

*Ex officio nonvoting members

May 20, 2014


QUESTIONS?

May 20, 2014

May 20, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: 2014 Legislative Session, Preliminary Report

The Florida Legislature concluded the current Legislative Session on May 2, 2014. This is a preliminary summary as many amendments are still under review and bills are moving to the Governor’s desk for signature. Below is a summary of the legislative budget which compares the current year with the 2014-2015 budgets for both the Florida College System (FCS) and St. Petersburg College, followed by a summary of key bills that impact the Florida College System and the College.

Florida College System Budget

Funding Category	2013-14 Total Funds	2014-2015 GAA HB 5001
Program Fund (operations budget)	1,101,198,710	1,132,423,739
Performance Based Incentives (end-year distribution)	5,000,000	5,000,000
Commission on Community Service	433,182	683,182
Florida Virtual Campus	12,329,843	9,006,230
Northwest Regional Data Center	50,400	0
Total State Funds	1,119,012,135	1,147,113,151
\$ Increase in the Program Fund Over Prior Year		31,225,029
% Increase Over Prior Year		2.8%
Tuition Increase	0%	0%

St. Petersburg College Budget Issues

Funding Category	2013-14 Total Funds	2014-2015 GAA HB 5001
Program Fund (base operations budget)		66,266,165
• FRS Adjustment (pass through)		304,267
• FRS Health Subsidy Retirees (pass through)		38,343
• Operating Cost of New Facilities		336,168
• Compression		618,056
• Funding Model Allocation (operations budget)		350,717
• Dual Enrollment (non-recurring)		109,338
• A Day on Service (non-recurring)		<u>1,000,000</u>
Total Program Fund	54,691,412	53,482,092
Lottery	12,517,061	15,540,962
Total State Funds	67,208,473	69,023,054

\$ Increase Over Prior Year		1,814,581
% Increase Over Prior Year		2.7%
PECO: funding allocations for general renovation for each college are not released yet by DOE.		
PECO: Bay Pines Marine Science		\$2,500,000
Tuition Increase		0%

Summary of Selected Bills Impacting the Florida College System

1. Proviso Language – General Appropriations Act (House Bill 5001)(Enrolled)

Proviso is language in the General Appropriations Act attached to a specific appropriation which directs or authorizes how the funds can be expended; it expires after one year.

- **Adult General Education Program Fees:** Fees are to be assessed in accordance with §1009.22 F.S., which is amended by House Bill 851. Please see a summary in this report.
- **Industry Certification Performance Funding:** \$5,000,000 in performance-based funding for industry certifications. Electrician training was added to the list of allowed certifications. Department of Education (DOE) must distribute the funds by June 15, 2015, and must establish reporting procedures for earned certifications.
- **Performance Funding:** By no later than December 31, 2014, the Commissioner of Education shall recommend to the Governor and legislative leaders a performance funding formula to be used to allocate funds to Florida College System (FCS) institutions. The recommendations shall include up to ten performance measures, appropriate performance benchmarks for each measure, and a detailed methodology for allocating performance funding to the colleges. At a minimum, the measures must include job placement rates, cost per degree, and graduation/retention rates. In addition, the performance benchmarks and allocation methodology shall include institutions' current performance effectiveness as well as rates of improvement.

2. Appropriations Conforming Bill (House Bill 5101)(Enrolled)

Conforming bills are part of the Budget Conference and conform Florida law to the provisions in the budget. Unlike proviso language, these are permanent changes to law.

- **Moratorium on Florida College System (FCS) Baccalaureate Programs:** Retains current law governing the FCS baccalaureate programs, however, prohibits the State Board of Education and St. Petersburg College from approving any new baccalaureate degree programs between March 31, 2014 and May 31, 2015 in any Florida College System (FCS) institution.
- **Public Education Capital Outlay (PECO) Sinking Fund:** Makes the payment of debt service the first priority expenditure from the PECO and Debt Service Trust Fund. Creates a method to save funds necessary to cover bond payments and requires the legislature to set aside funds.
- **State Universities:** Created Florida Center for Cybersecurity at USF and a master's degree in analytics at New College.
- **FL Virtual Campus:** Created the Florida Academic Library Services Cooperative and transferred the Florida College System and State University System library services and online catalog functions to the University of West Florida under the direction of the Complete Florida Plus Program. Includes the statewide online student advising services and support functions.
- **Complete Florida Plus Program:** describes duties.
- **K-12:** Requires development and implementation of a digital classroom plan, to include computer science and technology instruction.
- **Creates the Florida National Merit Scholar Incentive Program:** Any National Merit Scholar or Achievement Scholar who is a Florida resident, and who enrolls in baccalaureate program at a regionally accredited public or private postsecondary institution is eligible for a scholarship.

- ***Provisions Related to Dual Enrollment (DE):***
 - Requires school districts to pay standard tuition rate for dual enrollment on public postsecondary campus from funds provided in the Florida Education Finance Program (FEFP). When not offered on the college campus, the school district must pay a portion of salary and benefits when the instruction is provided by the postsecondary institution. Allows agreements to offer courses on a school district site, however allows no payment to the postsecondary institution if the instruction is provided by the school district.
 - Removes provision for other costs (administrative costs) colleges may charge.
 - Public postsecondary institutions may only receive payment for spring and fall. Summer tuition is subject to an annual appropriation.

3. **Dual Enrollment & Early College Collegiate High School (CS/SB 850)(Enrolled)**

- ***Collegiate High School Program – Dual Enrollment Provisions:***
 - Requires each Florida College System institution to work with school districts to establish one or more collegiate high school programs in the service area.
 - At a minimum this must include an option for grades 11 or 12, for at least one full school year, to earn Career and Professional Education (CAPE) industry certifications and complete 30 credit hours through dual enrollment toward the first year of college for an associate or baccalaureate degree.
 - Beginning with 2015-16 school year, if the college does not establish a program in its service area, another FCS institution may do so. Contracts must be executed by January 1 of each school year for implementation of the program during the next school year.
 - Allows school boards to execute a contract with a state university or nonprofit independent college or university (ICUF) that is SACS accredited.
 - Requires the State Board of Education to withhold funding for noncompliance.
- ***Career and Professional Education (CAPE) Provisions:***
 - Requires the Commissioner to recommend the CAPE Industry Certification Funding List, and include the career pathways list approved for the FL Gold Seal Vocational Scholars Award.
 - Requires the Articulation Coordinating Committee to review and make recommendations to the State Board of Education regarding articulation of postsecondary credit for related degrees for approved industry certifications.
 - Specifies K-12 funding for CAPE certificates including additional funding for CAPE Acceleration Industry Certifications that articulate for 15-29 college credit hours and 1.0 FTE for those that articulate for 30 or more college credit hours.

4. **Post-Secondary Education Tuition and Fees (HB 851) (Enrolled)**

- ***Florida Prepaid:*** Amends law so that tuition differential tuition impact on prepaid is negated.
- ***Tuition:***
 - For **adult education**, eliminates reference to non-residents, resulting in single block tuition of \$45 per year or \$30 per term for all students.
 - For all public postsecondary education:
 - Corrects the current level of tuition stated in the Statute. Tuition is established in the Appropriations Act, and did not increase.
 - Specifies that if the resident undergraduate tuition per credit hour at workforce education institutions, Florida College System institutions, or state universities is not provided in the General Appropriations Act, the tuition must remain the same as the prior fiscal year
 - Eliminates the annual rate of inflation increase of the resident undergraduate tuition per credit hour at workforce education institutions, FCS institutions, and state universities.

- For universities, reduces the maximum aggregate sum that the tuition and tuition differential fee may increase for state universities from 15% to 6%. Limits differential tuition to preeminent universities, with cap now of 6%, and that 6% is tied to performance standards
- ***Out-of-State Fee Waivers/Undocumented Students (“Dream Act”)***
 - Requires all public higher education to waive out-of-state fees for students who are undocumented for federal immigration purposes and who:
 - Attended a secondary school in Florida for 3 consecutive years immediately prior to graduation from Florida high school.
 - Apply for enrollment within 24 months of high school graduation.
 - Submit official Florida high school transcript.
 - Waivers limited to 110% of required credit hours.
 - Reporting is required as to the number and value of the waivers.
 - Requires the State University System system-wide cap to include covered students.
 - Requires that priority in non-resident enrollment system-wide is to be given to veterans with waivers over students given waivers according to this Act.
 - Students granted the waivers are not eligible for state financial aid.
- ***Residency for Tuition Purposes:***
 - Amends definition of parent to allow for either or both parents, any guardian, or any person in a parental relationship.
 - Reduces the amount of time a child must live with a relative from 5 years to 3 years in order to use the relative’s documentation to establish residency for tuition purposes.
 - States that a dependent child cannot be denied classification as a resident for tuition purposes solely based on the immigration status of the parent. (Codifies the 2012 ruling in Ruiz, et al. v. Gerard Robinson, et al.)
 - Simplifies the statute related to residency status changes due to marriage.

5. Florida GI Bill (CS/CS/HB 7015) (Signed into law April 1, 2014; Chapter No. 2014-1)

The first bill to pass the 2014 Legislative Session is the Florida GI Bill, CS/CS HB 7015, with an effective date of July 1, 2014. The bill provides education and employment opportunities, including:

- Increases funding for Educational Dollars for Duty, EDD.
- Allows National Guard training funds (EDD) to cover training for industry certifications and continuing education to maintain licensure.
- Provides for public higher education to waive out-of-state fees for an honorably discharged veteran who physically resides in Florida while enrolled in the institutions.
- Creates the “Veterans Employment and Training Services Program” (VETS) in the Department of Veterans Affairs. Florida Is For Veterans, Inc. (FIV) is to run the program, and will create a grant program to fund specialized training specific to a business. The grants can be allocated to any training provider, including FCS institutions

6. Educator Certification (CS/CS/CS HB 433)(Signed into law, May 12, 2014)

Students who take a baccalaureate degree in education must complete an internship as a degree requirement. Current law requires the student’s supervisor for the field experience to have a Florida teaching certificate, which would not be feasible for out-of-state or out-of-country, online students. The bill amends the requirements as follows.

- Instructional personnel in another state must have received “clinical educator” training or its equivalent in that state, hold a valid professional certificate issued by that state, and have at least three years of teaching experience in prekindergarten through grade 12.

- Instructional personnel on a U.S. military base outside the U.S. must have received “clinical educator” training or its equivalent; hold a valid professional certificate issued by a state, U.S. territory, or the Department of Defense (DOD); and have at least 3 years teaching experience in prekindergarten through grade 12.
- Requires the State Board of Education to adopt rules that would expand training for renewal of professional certificates for educators who must complete training in teaching students with disabilities.
- Revises K-12 educator certification requirements to authorize the use of additional assessment options, align competencies across preparation program types, and provide flexibility for training and in-service requirements.
- Allows additional examinations that may be used by teacher certification applicants to demonstrate mastery of subject area knowledge.
- Allows a consortium of charter schools to develop a professional development system

7. Nursing Education Programs (CS/CS/CS SB 1036)(Enrolled)

- Revises the definition of “clinical training” to include clinical simulation and the definition of “practice of professional nursing” to include “the teaching of general principles of health and wellness to the public and to students other than nursing students.”
- Increases the percentage of clinical training that may consist of simulation from 25 percent to 50 percent.
- Exempts a nurse who is certified by a health care specialty program that is accredited by the National Commission for Certifying Agencies (NCCA) or Accreditation Board for Specialty Nursing Certification (ABSNC) from the biennial continuing education requirement.
- Requires a person who fails to take the licensure examination within 6 months after graduation to complete an examination preparatory class that is approved by the Board of Nursing. Prohibits the use of state or federal funds to pay for the prep class.
- Requires the graduate passage rate to be calculated based on first-time test takers who take the examination within 6 months of graduation.
- Requires an approved program to require a graduate who does not take the exam within 6 months of graduation to enroll in a prep class.

8. Public Records Regarding FERPA: (CS/SB 646) (Signed into law, May 12, 2014)

This bill reenacts the public record exemption for education and student applicant records held by a public postsecondary educational institution. A student’s education records may not be released without the written consent of the student, except in accordance with, and as permitted by, FERPA.


Bills that Failed

- Florida Retirement System [HB 7173](#) and [SB 1114](#)
- Textbooks Postsecondary [CS/HB 355](#) and [CS/SB 530](#)
- School District’s Technical Colleges [CS/CS HB 7057](#) and [CS/SB 1202](#)
- Postsecondary Tuition FCS Baccalaureate Degrees [CS/SB 1148](#) and [CS/SB 1710](#)
- Preference in Awarding State Contracts [CS/CS/SB 612](#) and [CS/HB 801](#)
- School Safety (Guns on Campus) [CS/HB 753](#) and [CS/SB 968](#)
- Background Screening [SB 1204](#) and [C/ HB 707](#)
- Public Records [CS/CS/HB 135](#) and [SB 728](#)
- Public Records and Meetings [SB 1648](#) and [CS/HB 1151](#)
- Regarding School Safety [HB 753](#)

May 20, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Fiscal Year 2014-2015 College General Operating, including Tuition and Fees

Within the FY14-15 operating budget proposal, St. Petersburg College will be able to maintain its open door policy, support student access and success, renew and refresh important instructional technologies.

Key elements of the 2014-15 budget proposal are as follows:

- **Implementation of a strategic 3% enrollment growth plan**
- **No tuition increase for Associate or Baccalaureate degree programs**
- **Greatly expands tutoring and learning center support funded by a change in the Learning Support Access Fee from \$2 to \$3**
- **Provide a modest (2%) compensation increase tied to the strategic enrollment growth plan. The compensation increase will be authorized and effective as of the first pay period in October 2014, reflective of achieving the 3% enrollment growth target.**

We believe that this approach will allow students to benefit from the continued improvements in the college schedule, its support beyond the classroom and for a quality learning environment.

In addition to the following narrative, a budget summary is attached.

Fund 1 General Operating Budget - The College's General Operating Budget is based on the 2014-2015 General Appropriations Act (House Bill 5001). It includes the \$1 per credit hour increase in the Learning Support Access Fee.

Pursuant to state rule 6A-14.0716, the College must prepare and submit a budget for the current unrestricted fund to the Chancellor as designee of the Commissioner of Education by June 30, 2014. In accordance with Florida statutes (1011.30), this operating budget must be approved by the College's Board of Trustees prior to the submission to the Department of Education (DOE). Any future revisions to this operating budget must be presented to and approved by the Board.

Student Fees per Credit Hour would be modified as follows:

Lower Division Credit Programs

	2013-2014 Fees	2014-2015 Fees	% Change
Florida Residents			
Tuition Fee	\$80.94	\$80.94	
Student Activity & Service Fee	7.63	7.63	
Financial Aid Fee	4.04	4.04	
Technology Fee	4.04	4.04	
Capital Improvement Fee (CIF)*	11.10	13.10	
Tuition and Fees	\$107.75	\$109.75	1.9%
Non-Residents			
Tuition Fee	\$80.94	\$80.94	
Out-of-State Fee	242.97	242.97	
Student Activity & Services Fee	7.63	7.63	
Financial Aid Fee	16.20	16.20	
Technology Fee	16.20	16.20	
Capital Improvement Fee (CIF)*	18.96	20.96	
Tuition and Fees	\$382.90	\$384.90	0.5%

Post-Secondary Adult Vocational Non-Credit Programs

	2013-2014 Fees	2014-2015 Fees	% Change
Florida Residents			
Tuition Fee	\$68.60	\$68.60	
Technology Fee	3.43	3.43	
Capital Improvement Fee (CIF)*	3.60	3.77	
Total Registration Fees	\$75.63	\$75.80	0.2%
Non-Residents			
Tuition Fee	\$68.60	\$68.60	
Out-of-State Fee	205.82	205.82	
Technology Fee	13.72	13.72	
Capital Improvement Fee (CIF)*	14.40	15.08	
Total Registration Fees	\$302.54	\$303.22	0.2%

Upper Division Credit Programs

	2013-2014 Fees	2013-2014 Fees	% Change
Florida Residents			
Tuition Fee	\$91.79	\$91.79	
Student Activity & Services Fee	9.18	9.18	
Financial Aid Fee	4.59	4.59	
Technology Fee	4.59	4.59	
Capital Improvement Fee (CIF)*	8.55	10.55	
Tuition and Fees	\$118.70	\$120.70	1.7%

Non-Residents			
Tuition Fee	\$91.79	\$91.79	
Out-of-State Fee	275.53	275.53	
Student Activity & Services Fee	9.18	9.18	
Financial Aid Fee	18.37	18.37	
Technology Fee	18.37	18.37	
Capital Improvement Fee (CIF)*	8.55	10.55	
Tuition and Fees	\$421.79	\$423.79	0.5%

*The Legislature authorized an increase in the Capital Improvement Fee from 10% of tuition (and Out-of-State Fees for Non-Residents) to 20% with a maximum annual increase of \$2 per credit hour.

Doug Duncan, Senior Vice President, Administrative/Business Services & Information Technology, and Jamelle Conner, Associate Vice President, Strategic Execution and Systems Support, recommend approval.

Attachment

jjc051214

FY14-15 Budget

Board of Trustees Meeting
May 20, 2014



General Operating

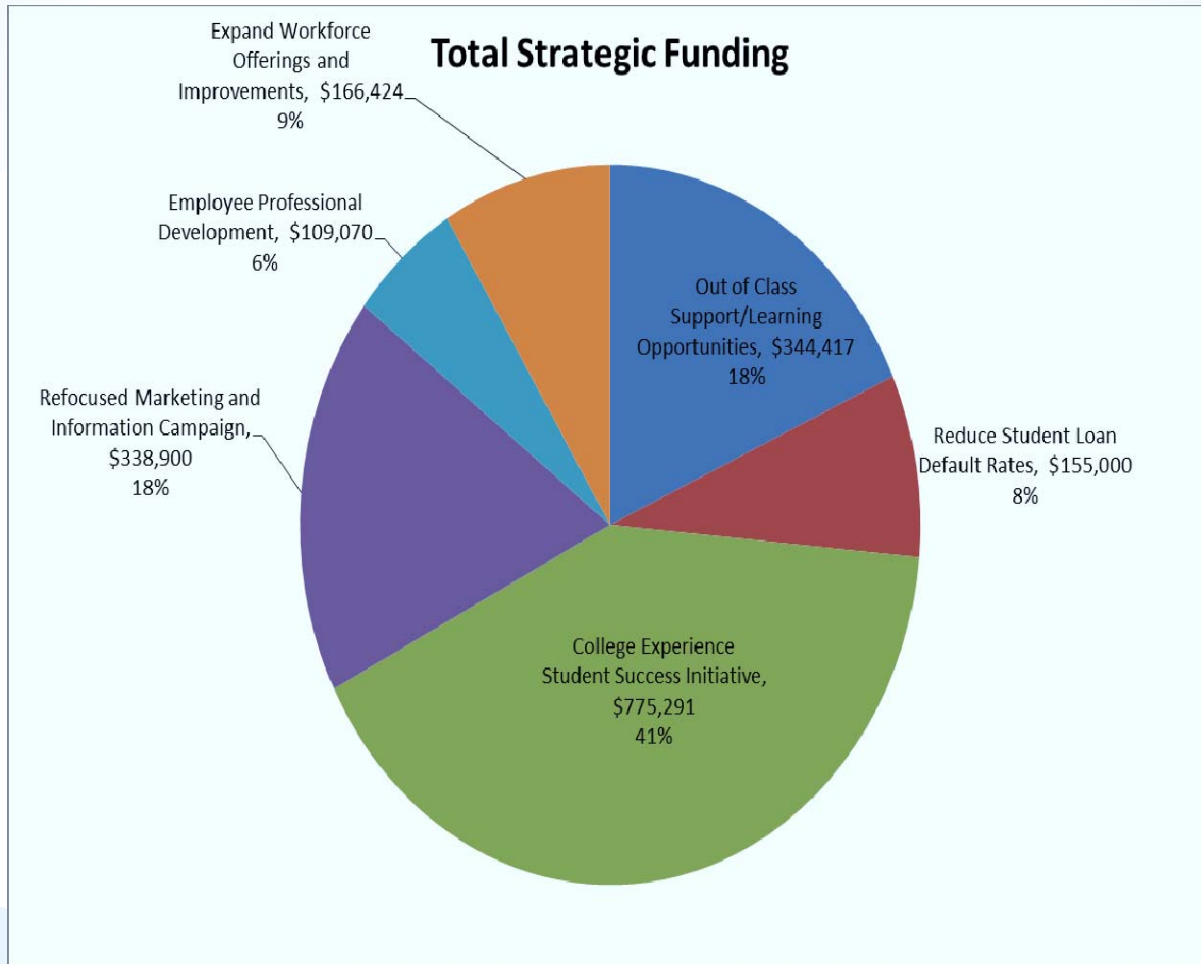
*Post Legislative Results

- *Increase in overall State Funding \$1.8M
- *Shift in State Funding
 - *Community College Program Fund (CCPF) decreased \$1.5M
 - *Lottery increased \$3M
 - *Operating Cost of New Facilities \$336K
- *Specific Performance Funding budget removed
- *Restricted project funding for MLK Day of Service \$1M

2014-15: Funding the Strategic Plan

	Amount
<ul style="list-style-type: none"> ■ Projected Revenue 	
<ul style="list-style-type: none"> ■ Tuition, Tech, and Lab 3% Growth 	\$1.8M
<ul style="list-style-type: none"> ■ Learning Access Fee 	\$641K
<ul style="list-style-type: none"> ■ State Appropriations 	
<ul style="list-style-type: none"> ■ CCPF 	(\$1.5M)
<ul style="list-style-type: none"> ■ Lottery 	\$3M
<ul style="list-style-type: none"> ■ Industry Certifications 	\$150K
<ul style="list-style-type: none"> ■ Operating Cost of New Facilities 	\$336K
<ul style="list-style-type: none"> ■ Additional Funds from Reallocation and/or Expense Reductions 	
<ul style="list-style-type: none"> ■ Budgeted Position Salary Savings 	\$313K
<ul style="list-style-type: none"> ■ Utilities 	\$275K
<ul style="list-style-type: none"> ■ Non-Recurring Transfer from Auxiliary 	\$155K
<ul style="list-style-type: none"> ■ Non-Recurring Technology Fee Reallocation 	\$210K
<ul style="list-style-type: none"> ■ Net Operating Revenue to Fund Plan 	\$5.4M



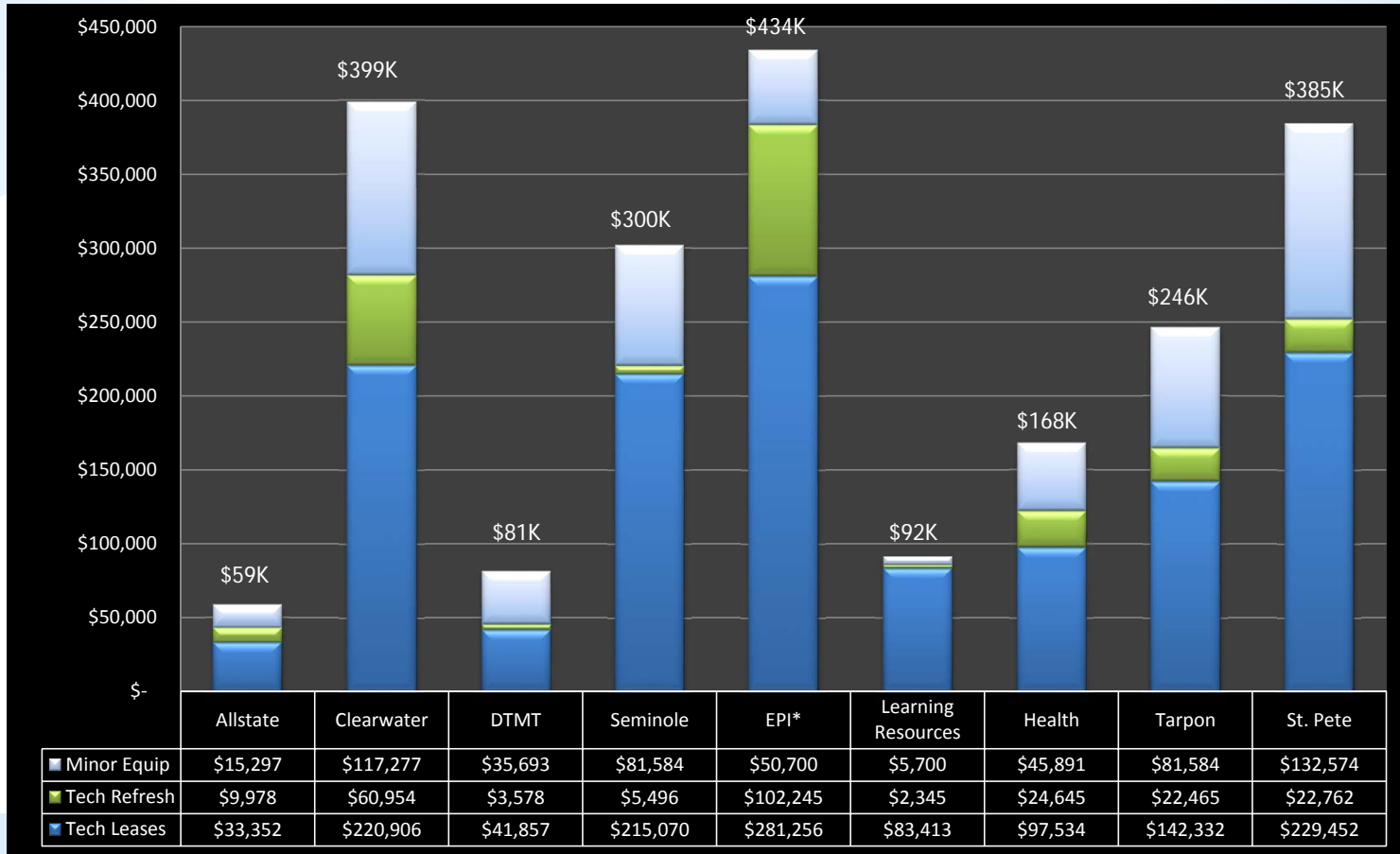


Guaranteed Schedule Management

- Provides students a guaranteed schedule from which to select and plan their courses for the following year
- Schedule management based on college wide trend data associated with courses and modalities to determine the appropriate number of sections to be offered each term
- 2014-15 schedule includes 3% strategic enrollment growth over 2013-2014 actual enrollment
- Incorporates a 5% enrollment reserve to better manage changes and meet student needs



Maintain Campus Discretionary Budgets



*EPI includes multi-campus leases

Fund 7

- Capital Outlay



2014-15 Capital Outlay (Construction, Remodel, Renovation, & Equipment)

\$40.5M Funding Available (\$8.7M is Recurring Capital Improvement Fees)

\$2.3M Construction Bond Payments

\$3.6M Non-Recurring Projects

\$1.2M Recurring Campus Discretionary Major Equipment and Renovation/Remodel

\$3.8M Recurring Maintenance/Infrastructure

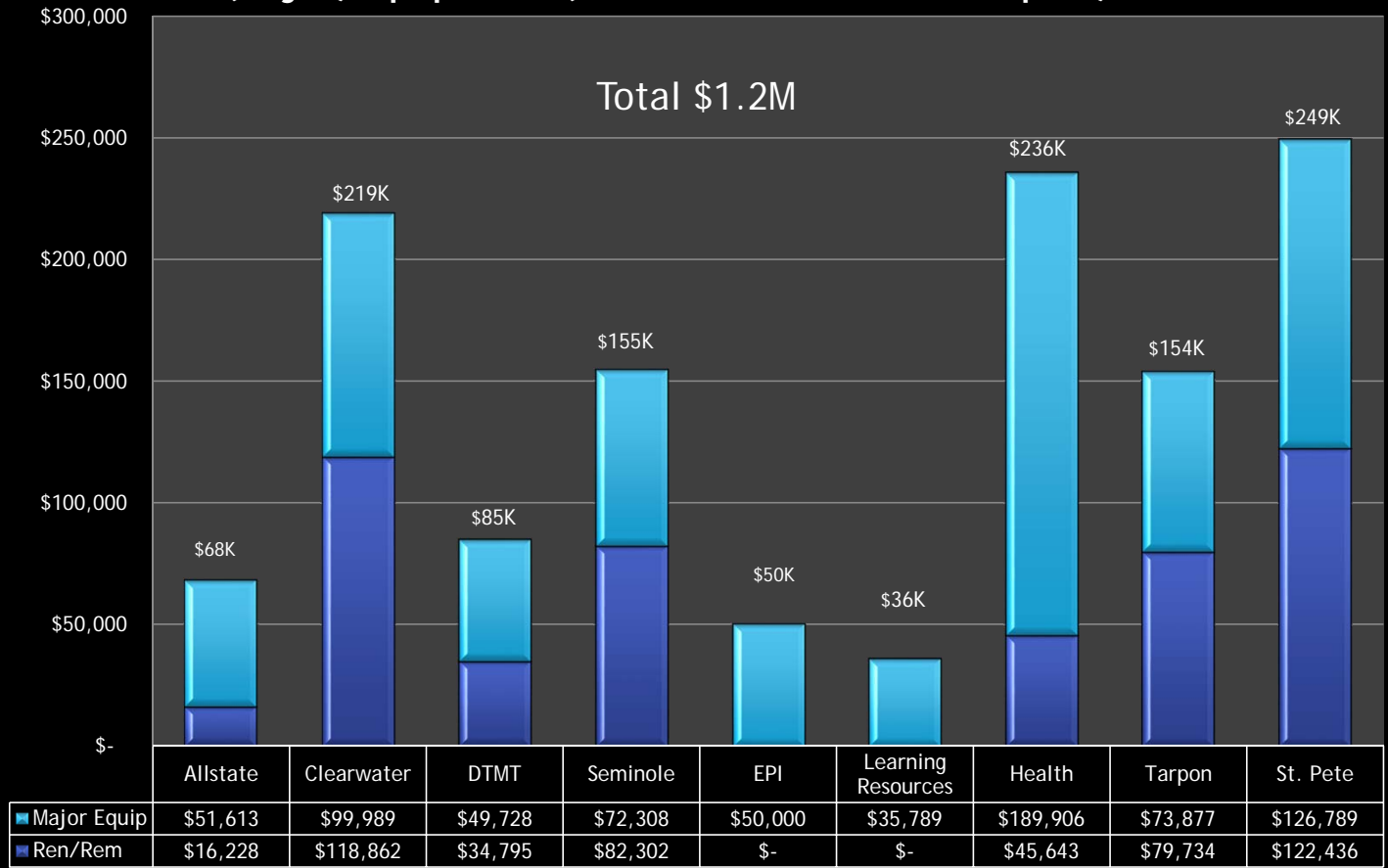
\$1.1M Personnel

\$25M Major Construction Projects

\$3.5M Balance for Contingency (\$839K is Recurring)



Campus Discretionary Renovation/Maintenance and Capital (Major) Equipment (Based on formal refresh plan)



*Questions




St. Petersburg College
FY14-15 Fund 1 Operating Budget

Revenue	FY13-14 Budget	FY14-15 Budget
Student Tuition & Out-of-State Fees	\$ 58,654,324	\$ 60,477,502
Learning Support Access Fee	\$ 1,289,004	\$ 1,985,057
State Appropriation - CCPF Recurring	\$ 54,585,253	\$ 53,145,924
State Appropriation - Lottery	\$ 12,517,061	\$ 15,540,962
Industry Certifications		\$ 150,000
Operating Cost for New Facilities	\$ 106,159	\$ 336,168
Distance Learning Fee	\$ 3,284,455	\$ 3,610,658
Technology Fee	\$ 2,906,697	\$ 2,976,617
Lab Revenue Fees	\$ 2,232,165	\$ 1,748,689
Other Revenues	\$ 3,492,617	\$ 3,390,893
Other Student Fees	\$ 1,723,979	\$ 1,681,635
Fund Transfers In	\$ 2,942,481	\$ 3,145,628
Revenue Stabilization Reserve	\$ 2,173,009	\$ 2,173,009
One-Time Tech Fee Fund Balance	\$ -	\$ 664,000
One-Time Non-Recurring Funds	\$ 1,569,328	\$ 1,769,328
Total Revenues	\$ 147,476,532	\$ 152,796,070
Operating Costs		
	FY13-14 Budget	FY14-15 Budget
Personnel & Benefits		
Instructional/Faculty-Full Time	\$ 28,454,115	\$ 28,861,047
Administrative	\$ 21,007,244	\$ 21,999,592
Career (Non-Instructional)	\$ 24,054,680	\$ 24,337,994
Adjunct/Supplemental	\$ 15,050,760	\$ 15,716,242
Other Academic	\$ 356,937	\$ 364,076
Non-Instructional OPS and Overtime	\$ 2,883,895	\$ 2,948,513
Student Assistants	\$ 500,000	\$ 500,000
Personnel Benefits	\$ 22,370,182	\$ 22,951,348
New Budget Per Requests		\$ 1,088,861
Total Personnel & Benefits	\$ 114,677,813	\$ 118,767,672
Current Expense		
Travel	\$ 602,964	\$ 602,964
Repairs & Maintenance	\$ 1,017,864	\$ 982,192
Rentals/Leases	\$ 478,271	\$ 452,720
Insurance (Non-Health)	\$ 1,725,368	\$ 1,725,368
Utilities	\$ 6,075,055	\$ 5,800,000
Services and Fees	\$ 5,446,079	\$ 5,416,716
Scholarships/Fee Waivers	\$ 1,510,895	\$ 1,510,895
Materials and Supplies	\$ 6,823,402	\$ 6,707,454
Tech Expense/Licensing	\$ 2,280,033	\$ 2,425,411
Bad Debt/Unemployment Comp/Misc	\$ 1,147,782	\$ 1,147,782
Other Current Expense	\$ 1,409,697	\$ 2,491,567
Special Projects	\$ 1,000,000	\$ 1,000,000
New Budget Per Requests		\$ 436,400
Total Current Expense	\$ 29,517,410	\$ 30,699,469
Capital Spending		
Computer Refresh Leases	\$ 2,400,968	\$ 2,588,906
Capital Purchases- Non-Recurring	\$ 880,341	\$ 740,023
Total Capital Spending	\$ 3,281,309	\$ 3,328,929
Total Operating Costs	\$ 147,476,532	\$ 152,796,071
Total Remaining Funds	\$ -	\$ (0)

May 20, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr., President 
SUBJECT: FY13-14 July 1 – April 30 Fund 1 Financial Report

Attached for information is the Fund 1 financial report for FY13-14 July 1 – April 30 time period.

Financial Report Highlights Through April 30:

- Overall revenue is 2% under budgeted revenue projections primarily due to lower enrollment than anticipated.
- Total Operating Cost is currently 1% under budget primarily due to management of current expenses implemented early in the year.

Doug Duncan, Senior Vice President, Administrative/Business Services; Information Technology, Jamelle Conner, Associate Vice President, Strategic Execution and Systems Support, recommend approval.

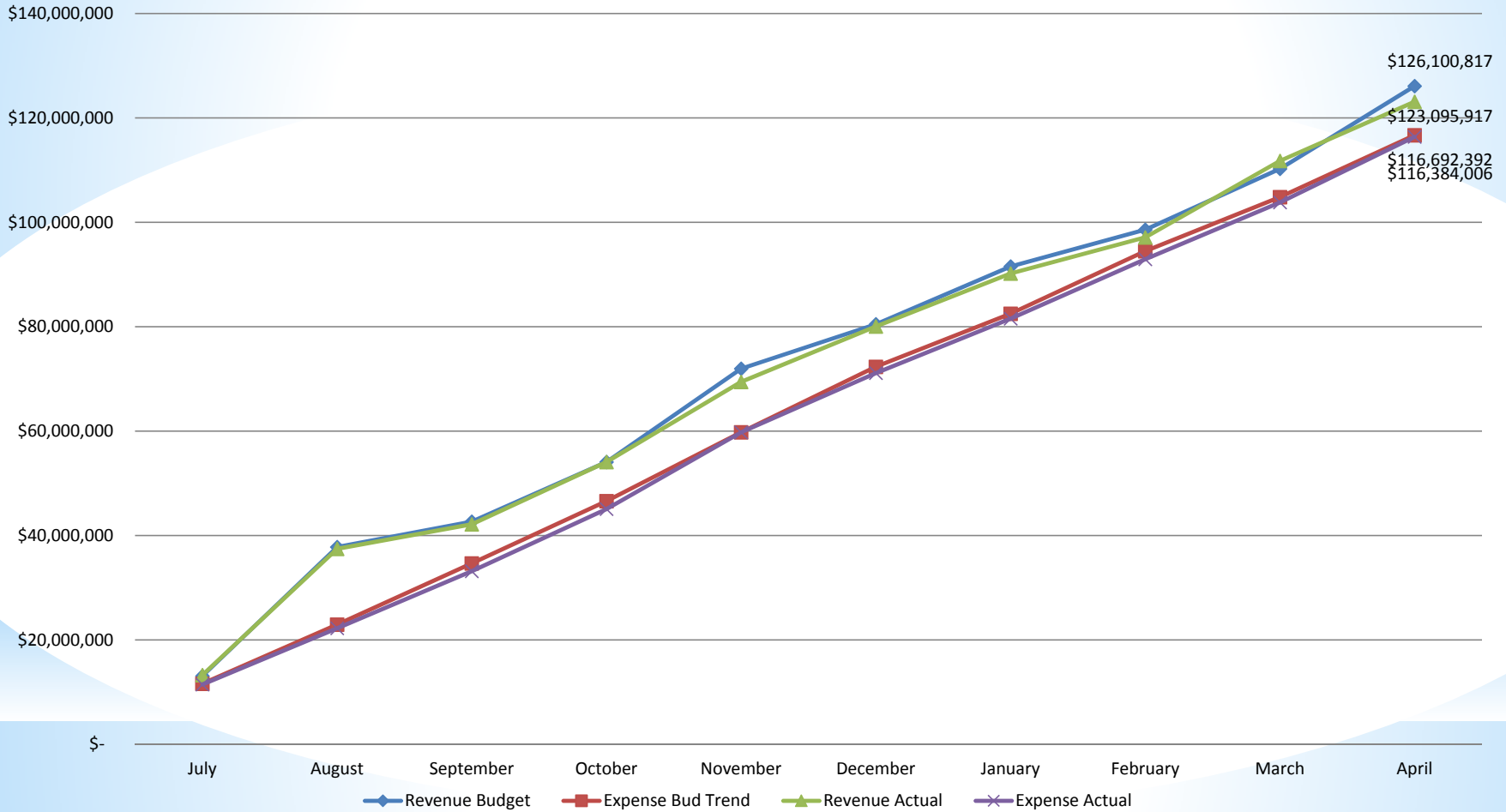


Board of Trustees Financial Report

May 2014



St. Petersburg College FY13-14 Fund 1 Budget to Actuals



Within Reach

St. Petersburg College



ST. PETERSBURG COLLEGE
 FY2013-2014 RECURRING OPERATING BUDGET TO ACTUAL REPORTING: July 1 -April 30

Revenue	FY13-14 Budget	FY13-14 YTD Actual	% of YTD Budgeted Revenue	Year to Date %
Revenue				
Student Tuition & Out-of-State Fees	\$ 58,654,324	\$ 55,032,828	94%	-
Learning Support Access Fee	\$ 1,289,004	\$ 966,605	75%	
State Appropriation - CCPF	\$ 52,970,253	\$ 44,345,670	84%	
State Appropriation - Lottery	\$ 12,517,061	\$ 8,344,708	67%	
Operating Cost for New Facilities	\$ 106,159	\$ -	0%	
Distance Learning Fee	\$ 3,284,455	\$ 3,121,006	95%	
Technology Fee	\$ 2,906,697	\$ 2,682,561	92%	
Lab Revenue Fees	\$ 2,232,165	\$ 1,795,015	80%	
Other Revenues	\$ 3,492,617	\$ 2,598,659	74%	
Other Student Fees	\$ 1,723,979	\$ 1,238,833	72%	
Fund Transfers In	\$ 2,942,481	\$ 3,027,727	103%	
Revenue Stabilization Reserve	\$ 2,173,009	\$ -	0%	
One-Time Non-Recurring Funds	\$ 1,569,328	\$ -	0%	
Total Revenues - Fund 1x	\$ 145,861,532	\$ 123,153,609	84.4%	86.5%
Operating Costs				
	FY13-14 Budget	FY13-14 YTD Actual	% of YTD Expense	Year to Date %
Personnel & Benefits				
Instructional/Faculty-Full Time	\$ 28,454,115	\$ 22,830,779	80%	
Administrative	\$ 21,007,244	\$ 16,811,709	80%	
Career (Non-Instructional)	\$ 24,054,680	\$ 18,009,863	75%	
Adjunct/Supplemental	\$ 15,050,760	\$ 12,135,867	81%	
Other Academic	\$ 356,937	\$ 152,354	43%	
Non-Instructional OPS and Overtime	\$ 2,883,895	\$ 1,967,683	68%	
Student Assistants	\$ 500,000	\$ 397,686	80%	
Personnel Benefits	\$ 22,370,182	\$ 21,736,707	97%	
Total Personnel & Benefits	\$ 114,677,813	\$ 94,042,649	82%	81%
Current Expense				
Travel	\$ 602,964	\$ 598,101	99%	
Repairs & Maintenance	\$ 1,017,864	\$ 836,479	82%	
Rentals/Leases	\$ 478,271	\$ 239,627	50%	
Insurance (Non-Health)	\$ 1,725,368	\$ 1,805,919	105%	
Utilities	\$ 6,075,055	\$ 4,469,880	74%	
Services and Fees	\$ 5,446,079	\$ 2,553,608	47%	
Scholarships/Fee Waivers	\$ 1,510,895	\$ 812,712	54%	
Materials and Supplies	\$ 6,208,402	\$ 5,125,090	83%	
Tech Expense/Licensing	\$ 2,280,033	\$ 1,480,041	65%	
Bad Debt/Unemployment Comp/Misc	\$ 1,147,782	\$ 1,107,353	96%	
Other Current Expense	\$ 1,409,697	\$ 766,306	54%	
Total Current Expense	\$ 27,902,410	\$ 19,795,115	71%	79%
Capital Spending				
Computer Refresh Leases	\$ 2,400,968	\$ 2,039,894	85%	
Capital Purchases- Non-Recurring	\$ 880,341	\$ 506,348	58%	
Total Capital Spending	\$ 3,281,309	\$ 2,546,242	78%	88%
Total Operating Costs - Fund 1x	\$ 145,861,532	\$ 116,384,006	80%	81%
Total Remaining Funds (Surplus/Deficit)	\$ -	\$ 6,769,603		

An Achieving the Dream[™] Institution



Questions?

May 20, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

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

SUBJECT: Personnel Report

Approval is sought for the following recommended personnel transactions:

HIRE Budgeted			
Effect. Date	Name	Department/Location	Title
3/31/2014	Dibuono,Michael	Criminal Justice AC	Academy Coordinator II
4/28/2014	Mederos Jr,Rolando A	Associate Provost CL	Administrative Svcs Specialist
4/1/2014	Barlow,Alison A	Collaborative Labs DO	Mgr, Collaborative Labs
4/21/2014	Papadopoulos,Kathy L	Campus Security SPG	Security Officer
4/7/2014	Ingargiola,Dominick J	Campus Security HC	Security Officer
4/7/2014	Krause,Daniel R	Enrollment Management DO	Student Support Advisor
3/31/2014	Whitten,Raphael Alphonso	Provost SE	Technology Support Specialist

TRANSFER/PROMOTION Budgeted			
Effect. Date	Name	Department/Location	Title
4/26/2014	Westlund,Margo M.	Accounting Services DO	Accounting Support Specialist
4/26/2014	Christensen,Eva K	Institutional Research DO	Coord, Curriculum Services
3/31/2014	Kachelriess,Billie J.	Facilities Plan & Inst Serv DO	Facilities Project Coordinator
3/15/2014	Sullivan,Jonathan A	Provost SE	Sr Technlgy Support Specialist

HIRE Budgeted Faculty			
Effect. Date	Name	Department/Location	Title

TRANSFER/PROMOTION Budgeted Faculty

Effect. Date	Name	Department/Location	Title
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HIRE Temporary/Supplemental

Effect. Date	Name	Department/Location	Title
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5/2/2014	Langford,Tanya S	Fine & Applied Arts TS	Faculty - credit adjunct
5/5/2014	Springer,Diana M	Mathematics TS	Faculty - credit adjunct
5/5/2014	Turbee,Michele A	Letters SE	Faculty - credit adjunct
5/5/2014	Valliere,John R	Letters SE	Faculty - credit adjunct
5/5/2014	Henry,Lisa M	Corporate Training E&SS DO	Faculty - non-credit adjunct
4/21/2014	Kahle,Randall	Fire Science AC	Faculty - non-credit adjunct
5/1/2014	Lewis,Mary E	Corporate Training E&SS DO	Faculty - non-credit adjunct
4/7/2014	Marmo,Alana	Corporate Training E&SS DO	Faculty - non-credit adjunct
5/1/2014	Miller,Eric E	Fire Science AC	Faculty - non-credit adjunct
4/1/2014	Rousakis,James	Corporate Training E&SS DO	Faculty - non-credit adjunct
5/1/2014	Shane,William J	Corporate Training E&SS DO	Faculty - non-credit adjunct
4/25/2014	Garrity,Caren	Associate Provost CL	OPS Career Level 1
4/30/2014	Goltz,Michael Andrew	Associate Provost CL	OPS Career Level 1
4/25/2014	Kakoullis,James	Associate Provost CL	OPS Career Level 1
4/8/2014	Williams,John J	Landscape Services TS	OPS Career Level 1
4/14/2014	Hatin,Robert Joseph	Health Information Mgmt HC	OPS Career Level 2
5/5/2014	Cruz,Araceli	Enrollment Management DO	OPS Career Level 4
5/5/2014	Hunter,Tori E.	Enrollment Management DO	OPS Career Level 4
4/16/2014	Morrissey, Kathryn	Accounting Services SPG	OPS Career Level 4
5/5/2014	Powlett,Maycill M	Enrollment Management DO	OPS Career Level 4
5/5/2014	Reed,Gwendolyn H.	Enrollment Management DO	OPS Career Level 4
5/5/2014	Seay,Antonio R.	Enrollment Management DO	OPS Career Level 4
4/7/2014	Curry,Lindsay A	Provost HC	OPS Career Level 5
4/8/2014	DiMattei,Jonathan	Admin Information Systems DO	OPS Career Level 5
4/28/2014	Smith,Franklin C	Associate Provost CL	OPS Career Level 5
4/14/2014	Mobley,Chaye R	SPC-Downtown	OPS Career Level 6
4/15/2014	Barlow,Alison A	Collaborative Labs DO	OPS Professional
4/22/2014	Lloyd,George E	Human Resources DO	OPS Professional
4/26/2014	Marsters,Sylvia B.	SPC-Downtown	OPS Professional
4/23/2014	Xu,Hui	Fine & Applied Arts SPG	OPS Professional
5/1/2014	Ziesemer,Brandy G	Baccalaureate Programs/UPC	Percent-of-load

TRAVEL OUTSIDE THE CONTINENTAL UNITED STATES			
Effect. Date	Name	Department/Location	Title

Effect. Date	Name	Department/Location	Title
05/05/14-05/19/14	Greer, Sheree	Communications SE	Instructor

The purpose of this community sponsored research and creative development trip is to discover the cultural contributions and history of black ex-patriot writers and poets in Paris, France. Research and programming will be used to design and present interactive experiential presentations for college-wide initiatives and campus events (All College Day, African American History Month, etc.). Also, professional development inherent to the trip will contribute to course and module design for African American Literature (AML 1600) and Creative Writing (CRW2001) for spring 2015.

Funded by the Chicago Writers Collective.

06/23/14-06/27/14	Gillis, Arlene	Orthotics & Prosthetics HEC	Program Director II
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The purpose of this trip is to visit Kobe, Hyogo in Japan, present a presentation on accreditation alignment of O&P program goals and course objectives, and share the process used in the O&P Program Internationally. The benefit to the College is networking, marketing O&P Programs internationally, and the NCOPE Presentation to O&P Educators to share best practices of the SPC O&P Program.

Funded by the National Commission on Orthotic and Prosthetic Education (NCOPE).

06/21/14-07/01/14	Stark, Brandy	Fine & Applies Arts SPG	Instructor
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The purpose of this trip is to visit Rome, Italy, and to offer St. Petersburg College dual enrollment, collegiate high school and early college students an educational opportunity to apply the Humanities and Fine Arts Culture to the study of international relations in Italy.


Funded by the Humanities and Fine Arts Department. Total estimated cost to the College is \$4,477.48.

Doug Duncan, Senior Vice President, Administrative/Business Services & Information Technology; Patty Curtin Jones, Vice President, Human Resources; and the Strategic Issues Council Members bringing the actions forward, recommend approval.

Ssw050714

May 20, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr., President 
SUBJECT: Agreement between St. Petersburg College and STAR-TEC Enterprises, Inc., d/b/a Tampa Bay Innovation Center, for a lease of space at the Downtown Center.

Approval is sought to enter into a Lease Agreement with STAR-TEC Enterprises, Inc., d/b/a Tampa Bay Innovation Center, whereby the Innovation Center will occupy first floor space (7,085 square feet) at the Downtown Center.

This past winter, the College was approached by the Tampa Bay Innovation Center about the prospect of forming a partnership at the Downtown Center space formerly occupied by the Florida International Museum. Since its formation in 2003, the Center has worked with hundreds of technology clients who have developed over 70 new products, raised millions of dollars in seed money and grants and hold more than 100 patents. The Center’s presence in the thriving downtown district will allow it to further enhance its mission as a small business incubator that serves to create technology and manufacturing jobs in the Tampa Bay area.

Under the agreement, the Innovation Center would lease space from the college at a fair market rate and the College would benefit from the partnership by exposing our students to the entrepreneurial environment associated with the Center and its vast resources of business planning, business intelligence, mentoring, strategy execution and technology transition.

St. Petersburg College (SPC) and Tampa Bay Innovation Center have agreed to the following terms and conditions for a lease of space at the Downtown Center:

- The 7,085 square feet are leased at a base rent of \$10.61 per square foot for a total of \$75,171.85 per year;
- Terms of the lease shall be three (3) years and shall commence upon the issuance of a Certificate of Occupancy;
- The agreement may be extended for one year term(s) if mutually agreeable by both parties. Lease rates for renewal periods will be adjusted based on the Consumer Price Index of All Urban Consumers (CPI-U).
- The College shall be responsible for all utilities, capital maintenance and repairs, custodial service and security service for the premises.

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.

Suzanne L. Gardner, Acting General Counsel; Doug Duncan, Senior Vice President, Administrative/Business Services and Information Technology; and Jim Waechter, Associate Vice President, Facilities Planning and Institutional Services; recommend approval.

Attachment

Jw052014

**LEASE AGREEMENT
BETWEEN
THE BOARD OF TRUSTEES OF ST. PETERSBURG COLLEGE
AND
STAR-TEC ENTERPRISES, INC., D/B/A TAMPA BAY INNOVATION**

THIS LEASE AGREEMENT (“Agreement”) entered into this _____ day of _____, 2014, 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 STAR-TEC Enterprises, Inc., d/b/a Tampa Bay Innovation Center, a Florida non-profit corporation, whose mailing address is 7887 Bryan Dairy Road, Suite 220, Largo, Florida 33777 (hereinafter, the “Innovation Center”).

WITNESSETH:

WHEREAS, the Innovation Center is a Florida-based non-profit corporation that was established to support business development in the form of business incubation and business acceleration services; and

WHEREAS, the College is legally constituted as a political subdivision of the state of Florida, engaged in the delivery of a broad spectrum of educational opportunities within Pinellas County, Florida, and additional on-line educational opportunities nationwide, including course offerings in business, management and marketing; and

WHEREAS, the College and the Innovation Center desire to enhance educational opportunities for students of the College including offering internships and assisting the College in arranging speaking engagements by business members in the St. Petersburg community at the College; and

WHEREAS, the College is the owner of that certain property located at 244-2nd Ave N, St. Petersburg, Florida, 33701, more commonly known as the Downtown Center (the “Property”); and

WHEREAS, the Innovation Center desires to lease from the College and the College desires to lease to the Innovation Center a portion of the Property consisting of approximately 7,085 square feet as is more fully set forth below; and

NOW THEREFORE, in consideration of the premises and one dollar and other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, and the promises and covenants contained herein, the parties hereto agree as follows:

1. **RECITALS.** The recitals set forth above are true and correct and are incorporated herein by reference.

2. LEASED PREMISES AND ACCESS TO COMMON AREA. The College does hereby lease to the Innovation Center, and the Innovation Center does hereby lease from the College a portion of the first floor of the Downtown Center consisting of approximately 6,143 square feet of exclusive use office space and approximately 942 square feet of shared use space, totaling approximately 7,085 square feet, as is more fully set forth in the floor plan attached hereto and made a part hereof as Exhibit "A" (the "Leased Premises"). By leasing shared use space, the Innovation Center shall have access to the common areas on the first floor of the Downtown Center including the hallways, corridors, restrooms and lounge as well as access to stairwells and elevators during the College's normal business hours to obtain access to and from the first floor. Restrooms will be unlocked and accessible to the Innovation Center after normal business hours. As a courtesy, the College may allow the Innovation Center to schedule use of the conference rooms in the Downtown Center if such use would not otherwise interfere with the College's use of these rooms.
3. TERM. The term of this Agreement shall be for a period of three (3) years and one (1) month commencing on the date Certificate of Occupancy is issued to the College, and continuing through and until June 30, 2017. This Agreement may be extended for consecutive one (1) year terms upon mutual agreement of the parties in writing before the end of any Term. Not less than ninety (90) days before the end of the Term each party shall give the other party written notice of its intent to renew or not renew the Agreement, as the case may be. For purposes of this Agreement, "Term" shall mean the initial term or any renewal term. Either party may terminate this Agreement upon ninety (90) days prior written notice to the other party. Notice shall be delivered by Certified Mail, Return Receipt Requested to the persons and addresses set forth in Section 28 of this Agreement.
4. RENT. The Innovation Center shall pay to the College rent for the Leased Premises in the amount of Ten and 61/100 Dollars (\$10.61) per square foot or \$75,171.85 annually during the initial three (3) year Term. The Innovation Center shall pay the rent in quarterly installments of \$18,792.97 on July 1st, and \$18,792.96 on October 1st, January 1st and April 1st during the Term. Rent under this Lease shall be prorated on a daily basis for any fraction of a quarter of occupancy. The College reserves the right to increase rent for subsequent renewal terms based upon any percentage increases in the United States Department of Labor, Bureau of Labor Statistics Consumer Price Index of All Urban Consumers (CPI-U), "All Items," U.S. Cities Average, (1982-1984 = 100) ("Index") from the Index in March in the month before the beginning of the immediately preceding Term or renewal term and the Index in March before the beginning of the new renewal term, however in no event will the CPI increase for any renewal term exceed six percent (6%). In addition to any rent increases from the Index provided above, the College reserves the right to

increase rent for the Innovation Center's pro-rated portion of any extraordinary utility rate increases that are imposed on the College for the renewal term. If the Index ceases to exist, the College in its sole discretion shall substitute a comparable index published by the Bureau of Labor Statistics, or successor or similar governmental organization.

5. EDUCATIONAL OPPORTUNITIES. The Innovation Center from time to time during the Term of this Agreement shall provide internship opportunities to students of the College. The College and the Innovation Center shall cooperate with one another in selecting students to participate in the internships and in coordinating scheduling for the time and duration of the internships. Additionally, the Innovation Center will work with the SPC Entrepreneurship Center to allow student access to the Innovation Center's programs for free, or at a discounted rate if the student needs to occupy space within the Leased Premises.
6. MAINTENANCE, UTILITIES AND SECURITY: The College shall provide to the Innovation Center for the Leased Premises: (i) utilities, including electrical, heating, ventilation and air conditioning, water, garbage and sewer; (ii) custodial services; and (iii) maintenance services, including maintenance of HVAC systems, roof, exterior walls and structural systems. Security for the Downtown Center shall be provided by the College during the normal hours of operation of the College as defined in paragraph 9, below. The Innovation Center shall pay to the College its pro-rata share of any future utility rate assessment, stormwater fee or other similar assessment that may be assessed from time to time to the College for the Downtown Center. The College will not provide networking, phone lines, internet access or technical support to the Innovation Center for the Leased Premises or any conference rooms.
7. USE. The Leased Premises shall be used and occupied by the Innovation Center for operating a technology and entrepreneurship center; for administrative office purposes, consistent with the Innovation Center's normal business operations; and for no other purposes. All use of the Leased Premises shall be in compliance with all laws. For purposes of this Agreement, "Laws" means all applicable present and future (i) federal, state, and local laws, statutes (including but not limited to Chapter 83, Florida Statutes), ordinances, rules regulations, and codes and the federal and state constitutions; (ii) decrees, orders, applicable equitable remedies and decisions by courts in cases where such decisions are binding precedent in the State of Florida; (iii) decisions of federal courts applying the Laws of the State of Florida; (iv) rules and procedures of the Board of Trustees of St. Petersburg College; and (v) rules, regulations and orders of quasi-official entities or bodies (e.g., boards and bureaus), as the same may be amended or supplemented from time to time.

8. HOURS OF USE. Unless otherwise agreed to by the College in writing, the Downtown Center shall be open 6:30am to 10:00pm, Monday-Thursday, and 6:30am – 6:00pm Friday and 12:00-6:00pm on Saturday and Sunday. The Innovation Center shall have access to the Leased Premises at times other than as set forth above through electronic security cards.
9. SIGNAGE. The Innovation Center shall be permitted to have exterior signage at the Downtown Center, but the signage must comply with the ordinances of the City of St. Petersburg, and must be approved by the College in conjunction with the approved site plan developed as part of the Phase III-Construction Documents. The College, in consultation with the Innovation Center, will provide signage in the interior of the Downtown Center indicating the location of the Innovation Center’s leased facilities located therein. The Innovation Center will be responsible for restoring the entrance to existing facilities back to their original condition at the end of the lease.
10. PARKING. The Leased Premises does not include any parking accommodations in the College’s parking garage. The Innovation Center shall make other arrangements for parking for its employees, volunteers, visitors and other invitees other than in the College owned parking garage.
11. ALTERATIONS TO THE PREMISES. The Innovation Center will not, without the College’s prior written consent, make any material changes or alterations, additions or improvements in or about the Leased Premises. Such consent may be given in writing by the College’s Facilities, Planning and Institutional Services, and shall be subject to the College’s building and permitting department in compliance with the Florida Building Code (FBC) including the State Requirements for Educational Facilities (SREF), Florida Fire Prevention Code (FFPC), and the American’s with Disability Act (ADA).
12. NO FURTHER ENCUMBRANCES. The Innovation Center shall not have any right to encumber or mortgage the Leased Premises or otherwise place a lien or judgment upon its leasehold interest or the fee, and shall save the College harmless from any liens, claims judgments and demands, of whatsoever nature, made by any third party, including, but not limited to, any subcontractors, materialmen and vendors in connection with any work performed upon the Leased Premises by or on behalf of the Innovation Center.
13. DEFAULT. Default by the Innovation Center. “Default” shall be the occurrence of any one or more of the following events which shall permit the College, subject to the cure periods herein stated, to immediately terminate this Agreement and take possession of the Leased Premises.
 - a. The Innovation Center’s failure to pay any sum payable to the College which shall be and remain unpaid for more than thirty (30) days after the sum are due and payable.

- b. The Innovation Center's abandonment or vacation of the Leased Premises. For purposes of this Agreement, the Innovation Center will be deemed to have abandoned the Leased Premises if the Innovation Center is absent for more than fifteen (15) days and the rent is unpaid for any portion of that time, or if the Innovation Center is absent for more than thirty (30) days although the rent is fully paid.
 - c. The Innovation Center's voluntary or involuntary transfer of its leasehold interest hereunder to any other person or other entity, without the prior written approval of the College.
 - d. The Innovation Center's material breach of the performance of any other covenants, agreements, stipulations or conditions herein where such breach is not cured within a period of thirty (30) days after written notice by the College to the Innovation Center of such breach.
 - e. The filing of any bankruptcy proceedings on behalf of or against the Innovation Center.
 - f. Use of the Leased Premises by the Innovation Center other than as specified in Paragraph 7 or in non-compliance therewith.
 - g. The Innovation Center's encumbrance of the Leased Premises or the fee, or its allowing the Leased Premises or fee to be encumbered, or any other breach of the provisions in paragraph 12, herein.
14. INSURANCE. The Innovation Center shall maintain commercial liability insurance for personal injury and/or bodily injury including death, of not less than \$1,000,000 per person, or \$2,000,000 aggregate. The Innovation Center shall be required to maintain hazard insurance on its personal property located on or about the Leased Premises. The Innovation Center shall also maintain Workers' Compensation insurance as required by law. The "Board of Trustees of St. Petersburg College" shall be named as additional insured on all liability policies and a certificate of insurance shall be provided to the College prior to the Innovation Center occupying the Leased Premises.
15. SUBLEASES. The Innovation Center shall have the right to sublease the Leased Premises under the same terms and conditions of this Lease only insofar as the terms and conditions relate to the subleased portion of the Leased Premises so long as:
- a. The sublessee maintains insurance as follows:
 - i. General liability with a combined single limit of not less than \$1,000,000 per occurrence. The insurance must be in effect throughout the dates of the sublease. On all general liability policies, the "Board of Trustees of St. Petersburg College" shall be named as an additional insured; and
 - ii. Workers' compensation insurance as required by law.
 - b. Any sublease shall not relieve the Innovation Center from its duty to perform the agreements, covenants and conditions set forth in this Lease. Any sublease shall not create nor confer any legal duty or responsibility of

the College to a sublessee nor does it create or confer any claim or cause of action in favor of a sublessee against the College.

16. TAXES. To the extent applicable, the Innovation Center shall be responsible for and pay before delinquency all municipal, county, state and federal taxes assessed during the Term, against personal property of any kind owned by or placed in, upon or about the Leased Premises by the Innovation Center. The Innovation Center shall pay all applicable fees and taxes, if any, levied on the Leased Premises or the Innovation Center's leasehold interest therein, or the contents thereof including but not limited to sales taxes, property taxes and stormwater fees, and provide notice to the College of the payment of the same.
17. LATE CHARGE. If any payment due to the College is not paid within thirty (30) days after its due date, the Innovation Center shall pay a late charge equal to five percent (5%) of the late amount to compensate the College for the additional administrative expense and loss occasioned thereby. In addition, the College may assess a charge of Twenty Five and 00/100 Dollars (\$25.00) for any check from the Innovation Center returned to the College for insufficient funds. The late charge provided herein may be waived by the College upon a showing of good cause by the Innovation Center for such late payment.
18. FUNDING FOR COLLEGE. The College represents that it is a political subdivision existing under the laws of the State of Florida and is funded and relies upon the State for its programs and services. Should legislative appropriations be insufficient, to continue the operation of the Innovation Center, including the Leased Premises, the College may terminate the Lease with thirty (30) days notice to the Innovation Center, without further liability to the Innovation Center or any third party.
19. THIRD PARTY CLAUSE. This Agreement is for the sole benefit of the Innovation Center and the College and not for any third party. Except as expressly provided in this Agreement, there are no third-party beneficiaries of this Agreement. This Agreement does not create or confer any legal claim or cause of action in favor or any party not a signatory to this Agreement and the obligations and legal duties imposed on any party by this Agreement are owed exclusively to the other party or parties and are not owed to any party not a signatory to this Agreement.
20. DISCRIMINATION. Neither the College nor Innovation Center will discriminate in its employment practices, provision of services to College's students and the general public or otherwise on the basis of race, color, ethnicity, religion, age, sex, marital status, national origin, sexual orientation, gender identity, genetic information nor will either party to his agreement discriminate against any qualified handicapped individual. The parties hereto agree that sexual harassment constitutes discrimination on the basis of sex.

21 ENVIRONMENTAL/HAZARDOUS WASTE. Both the College and the Innovation Center shall not use, generate, manufacture, produce, store, release, discharge or dispose of, on, under or about the Leased Premises, or transport to or from the Leased Premises, any Hazardous Substances (as defined herein) or allow any other person or entity to do so. Both parties shall keep and maintain the Leased Premises in compliance with, and shall not cause or permit the Leased Premises to be in violation of, any applicable environmental laws. Both parties agree to hold each other harmless and each other's directors, officers, employees, agents, successors and assigns from and against any and all loss, damage, cost, expense or liability (including attorney's fees and costs) directly or indirectly arising out of or attributable to the use, generation, manufacture, production, storage, release, threatened release, discharge, disposal, transport or presence of a Hazardous Substance on, under, about, to or from the Leased Premises, including without limitation all foreseeable consequential damages and the costs of any necessary repair, cleanup or detoxification of the Leased Premises, in any way arising from the other party's respective acts. Notwithstanding the foregoing, any hold harmless provided herein by the College shall be limited to and subject to the extent and limitation of Chapter 768.28, Fla. Stat. and the above provision shall in no way act as a waiver of the College's sovereign immunity beyond that provided in Chapter 768.28, Fla. Stat. The College shall have the right to inspect the Leased Premises and audit Innovation Center's operations thereon to ascertain Innovation Center's compliance with the provisions of this Lease at any reasonable time, and Innovation Center shall provide periodic certifications to the College, upon request, that the College shall have the right but not the obligation, to enter upon the Leased Premises and perform any obligation of Innovation Center hereunder of which Innovation Center is in default, including without limitation any remediation necessary due to environmental impact of Innovation Center's operations on the Leased Premises, without waiving or reducing Innovation Center's liability for Innovation Center's default hereunder. All terms and provisions of this paragraph shall survive expiration or termination of the Lease for any reason whatsoever. **"Hazardous Substance"** means any substance, whether solid, liquid or gaseous which is listed, defined or regulated as a "hazardous substance," "hazardous waste" or "solid waste," or pesticide, or otherwise classified as hazardous or toxic, in or pursuant to any environmental requirement; or which is or contains asbestos, radon, any polychlorinated biphenyl, urea formaldehyde foam insulation, explosive or radioactive material, or motor fuel or other petroleum hydrocarbons; or which causes or poses a threat to cause a contamination or nuisance on the Leased Premises or any adjacent property or a hazard to the environment or to the health or safety of persons on the Leased Premises.

22. RADON GAS DISCLOSURE: Radon is a naturally occurring radioactive gas that, when it has accumulated in a building in sufficient quantities, may

present health risks to persons who are exposed to it over time. Levels of Radon that exceed federal and state guidelines have been found in buildings in Florida. Additional information regarding Radon and Radon testing may be obtained from your county public health unit.

23. **INSPECTION AND ACCESS TO PREMISES AND SUBLESSEE RECORDS.** The College shall have the right to enter the Lease Premises at all times upon reasonable notice to Innovation Center (except in the case of an emergency, in which case no prior notice need be given), to examine the Leased Premises, to survey the Leased Premises and make such repairs, alterations, improvements, or additions as the College may deem necessary or desirable at the College's expense, except for expenses incurred for such examination, surveying, repairs, alterations improvements or additions due to the actions of the Innovation Center, its officers, directors, agents, employees, contractors, invitees or licensees.
24. **INDEMNIFICATION.** The Innovation Center covenants and agrees to indemnify, defend and hold harmless the College and its students, faculty, employees, staff and invitees from and against any and all loss, claims, liabilities, fines, injury and/or damages to persons or property (including personal and real property of the College), penalties, suits, attorney's fees, including but not limited to fees incurred for service in trial and appellate courts, and expenses by reason of or arising out of any damage or injury to personal property, real property, or to persons caused by or resulting from the negligence or wrongful act and omissions of the Innovation Center in its use or occupancy of the Downtown Center or the Leased Premises, respectively. The College covenants and agrees to indemnify, defend and hold harmless the Innovation Center, its officers, employees and agents from and against any and all loss, claims, liabilities, fines, injury and/or damages to persons or property, penalties, suits, attorney's fees, including but not limited to fees incurred for service in trial and appellate courts, and expenses by reason of or arising out of any damage or injury to personal property, real property, or to persons caused by or resulting from the negligence or wrongful act and omissions of the College with respect to the Innovation Center's use or occupancy of the Downtown Center or the Leased Premises. Notwithstanding the foregoing, any indemnity or hold harmless provided herein by the College shall be limited to and subject to the extent and limitation of Section 768.28, Fla. Stat. and nothing provided herein shall in any way act as a waiver of the College's sovereign immunity beyond that provided in Section 768.28, Florida Statutes or as a waiver of any other defense the College may have to such claims.
25. **CONDEMNATION.** In the event of condemnation, the College may in its sole discretion terminate this Agreement as of the date the condemning authority takes title or possession, whichever first occurs. Any award or payment made in connection with a condemnation shall be the property of the

College, whether such award shall be made in settlement of contemplated condemnation proceedings or as compensation for diminution in value of the leasehold or for the taking of the fee, or as severance or other damages; provided, however, the Innovation Center shall be entitled to any separate award made to Innovation Center which does not diminish the College's award, such as for loss of or damage to Innovation Center's trade fixtures and removable personal property and any business damages or moving expenses. In the event that this Agreement is not terminated by reason of such condemnation, the College shall, to the extent of severance damages received by College in connection with such condemnation repair any damage to the Leased Premises caused by such condemnation, except to the extent that Innovation Center has been reimbursed therefore by the condemning authority.

26. CASUALTY. If the Leased Premises is destroyed or substantially damaged by fire or other casualty, the College in its sole discretion may either: (i) rebuild the Leased Premises and rent shall be abated until the Innovation Center is able to reoccupy the Leased Premises; or (ii) terminate this Agreement. If the College elects to terminate this Agreement as set forth herein, the College will repay the Innovation Center a pro-rata portion of the base rent paid during the quarter when the Leased Premises was destroyed or substantially damaged based upon the number of days remaining in such quarter.
27. PUBLIC RECORDS/STUDENT RECORDS. The provisions of Chapter 119, Florida Statutes; Family Educational Rights and Privacy Act (FERPA); and Section 1002.225, Florida Statutes shall apply to this Lease Agreement.
28. NOTICES. All notices given to the Innovation Center hereunder shall be forwarded to the Innovation Center at the following address, until the College is notified otherwise:

Tampa Bay Innovation Center
Attn: Tonya Elmore, President and CEO
7887 Bryan Dairy Road, Suite 220
Largo, FL 33777

All notices given to the College hereunder shall be forwarded to the College at the following address, until the Innovation Center is notified otherwise:

St. Petersburg College
Attn: Associate Vice President Facilities, Planning & Institutional Services
P. O. Box 13489
St. Petersburg, FL 33733

29. GOVERNING LAW AND VENUE. This Agreement shall be governed by the laws of the State of Florida. Any changes in the applicable laws, which

govern this Agreement, will necessitate a change in Lease terms and conditions, which may be effected thereby, at the time such changes may arise. In the event of any legal or equitable action arising from, growing out of or related to this Agreement, the parties agree that the jurisdiction and venue of such action shall lie exclusively within the courts of record of the State of Florida located in Pinellas County, Florida, and the parties specifically waive any other jurisdiction and venue.

30. LOSS; DAMAGE; INJURY; DEFECTS. The Innovation Center shall store its property in and shall occupy the Leased Premises at its own risk. The College shall not be responsible or liable at any time for damage to the Innovation Center's merchandise, equipment, fixtures or other personal property of the Innovation Center or the Innovation Center's business regardless of the cause, unless such damage is due to the College's negligence or wrongful act. The College shall not be responsible or liable to the Innovation Center for damage to either person or property that may be occasioned by or through the acts or omissions of third parties. Unless due to the College's negligence, wrongful act, or failure to comply with this Lease Agreement, the College shall not be liable for any defect in the Downtown Center, or parking area or any of the equipment, machinery, utilities, appliances or apparatus therein, nor shall it be responsible or liable for any damage to any person or to any property of the Innovation Center or other person caused by the running, backing up, seepage, or overflow of water or sewage in any part of the Leased Premises, the failure of any public utility in supplying utilities to the Leased Premises or for any damage caused by or resulting from any defect or negligence in the occupancy, construction, operation, use of any of the Leased Premises, Downtown Center, equipment, machinery, utilities, appliances or apparatus by any other person or by or from the acts of negligence of any occupant of the Leased Premises or the Downtown Center.
31. QUIET ENJOYMENT. Subject to the terms, covenants and conditions of this Agreement, the College warrants and covenants the Innovation Center shall peacefully and quietly have, hold and enjoy the Leased Premises during the Term.
32. SEVERABILITY. If any clause or provision herein shall be adjudged invalid or unenforceable by a court of competent jurisdiction or by operation of any applicable law, it shall not affect the validity of any other clause or provision, which shall remain in full force and effect.
33. WAIVER. The failure of either party to enforce any of the provisions of this Lease shall not be considered a waiver of that provision or the right of the party to thereafter enforce the provision.

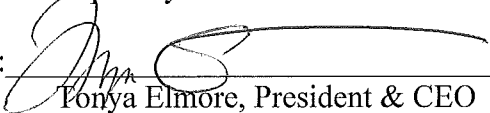
34. COMPLETE AGREEMENT. This Lease constitutes the entire understanding of the parties with respect to the subject matter hereof and may not be modified except by an instrument in writing and signed by the parties.
35. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which shall be effective only on delivery and thereafter shall be deemed an original, and all of which shall be taken to be one and the same instrument, for the same effect as if all parties hereto had signed the same signature page. Any signature page of this Agreement may be detached from any counterpart of this Agreement without impairing the legal effect of any signatures thereon and may be attached to another counterpart of this Agreement identical in form hereto but having attached to it one or more additional signature pages.

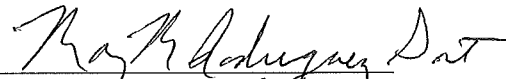
IN WITNESS WHEREOF the parties set their hands and seals on the dates set forth below.

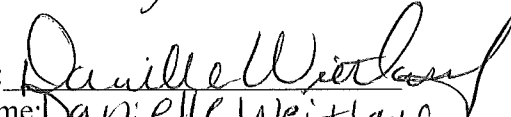
INNOVATION CENTER:

STAR-TEC Enterprises, Inc.,
d/b/a Tampa Bay Innovation Center

Witnesses as to the
Innovation Center:

By: 
Tonya Elmore, President & CEO

By: 
Name: Mary M. Rodriguez Cort

By: 
Name: Danielle Weithauf

COLLEGE:

Board of Trustees of St. Petersburg College

Witnesses as to the College:


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

By: _____
Name: _____

By: _____
Name: _____

May 20, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr., President 
SUBJECT: Request to Advertise for Construction Manager at Risk Services for the new Joint-Use Library, Clearwater Campus

Authorization is sought to advertise for Construction Manager at Risk for the Joint-Use Library at the Clearwater Campus.

The architect for this project, Canerday, Belfsky and Arroyo, was recommended and approved by the Board at the August 30, 2013 Board of Trustees meeting. The selection of the Construction Manager at Risk is the next step in the process as we move this project forward. The college will advertise, interview and recommend firms to the Board, ranked in preference. The selection process will follow our newly adopted procedure that was developed for the Midtown project and will include additional representation from the City of Clearwater, all in accordance with Florida Statute 287.055, under the Consultants' Competitive Negotiations Act.

The project will consist of approximately 60,000 gross square feet and will include the Joint-Use Library and various Student Support Services. It will include all site work, parking and signage. Approximate construction cost for the project is \$14,000,000. The project will be constructed on the Clearwater Campus.

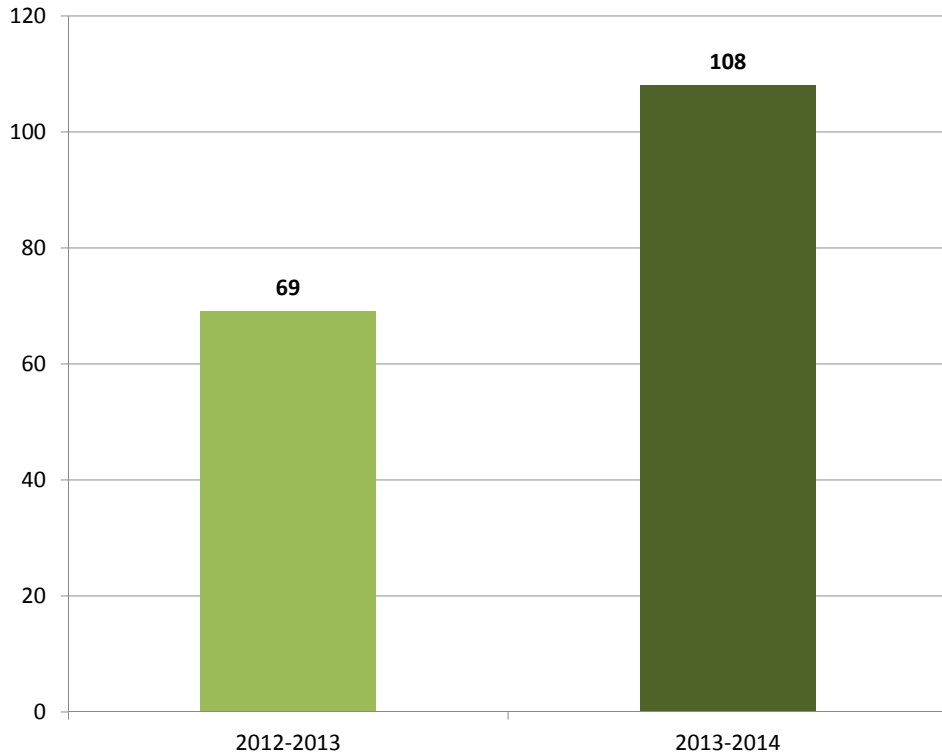
Preliminary design discussions are underway with Dr. Stan Vittetoe, Provost, the users and the City of Clearwater. The development of the Educational Specifications and programming is underway and pertinent information obtained from the Collaborative Lab session is being incorporated into the programming and design decisions. Following are the milestone dates for the project:

November 2012	Request for Qualifications for Architect
August 2013	Recommendation of Architect to the Board
May 2014	Request for Qualifications for Construction Manager
August 2014	Recommendation of Construction Manager to the Board
Spring 2015	Presentation of Guaranteed Maximum Price (GMP)
Spring 2016	Project Completion

Doug Duncan, Senior Vice President, Administrative/Business Services & Information Technology; and Jim Waechter, Associate Vice President, Facilities Planning & Institutional Services, recommend approval.

International Programs: Study Abroad

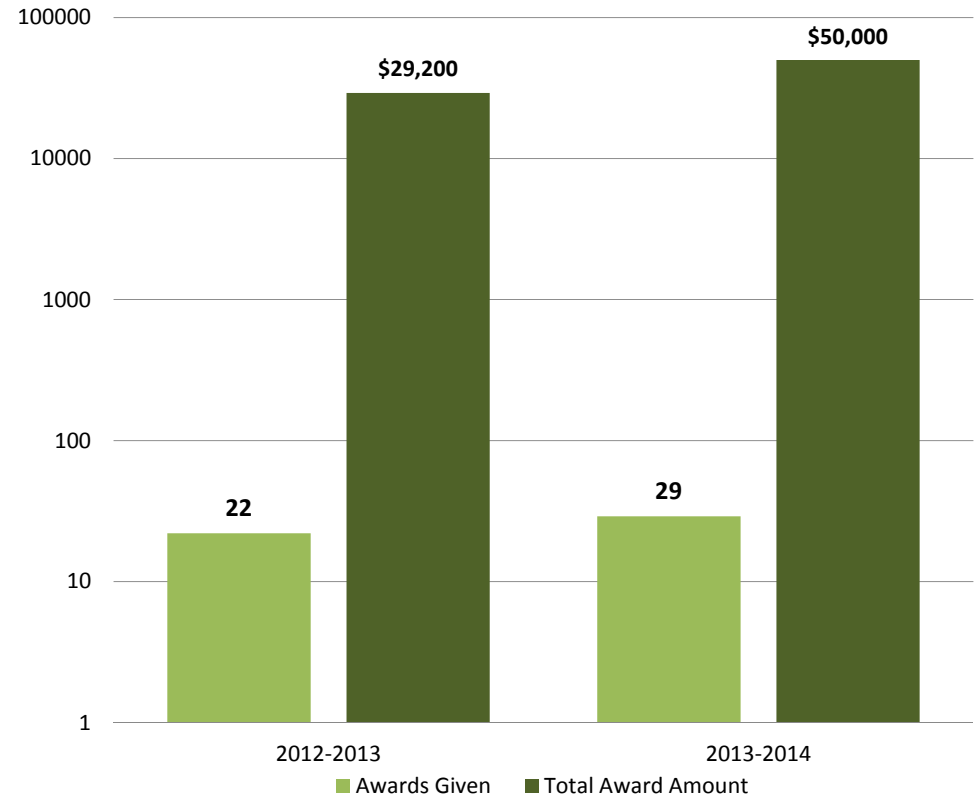
Students participating in SPC Study Abroad



57% increase in students

5/20/2014 Board of Trustees

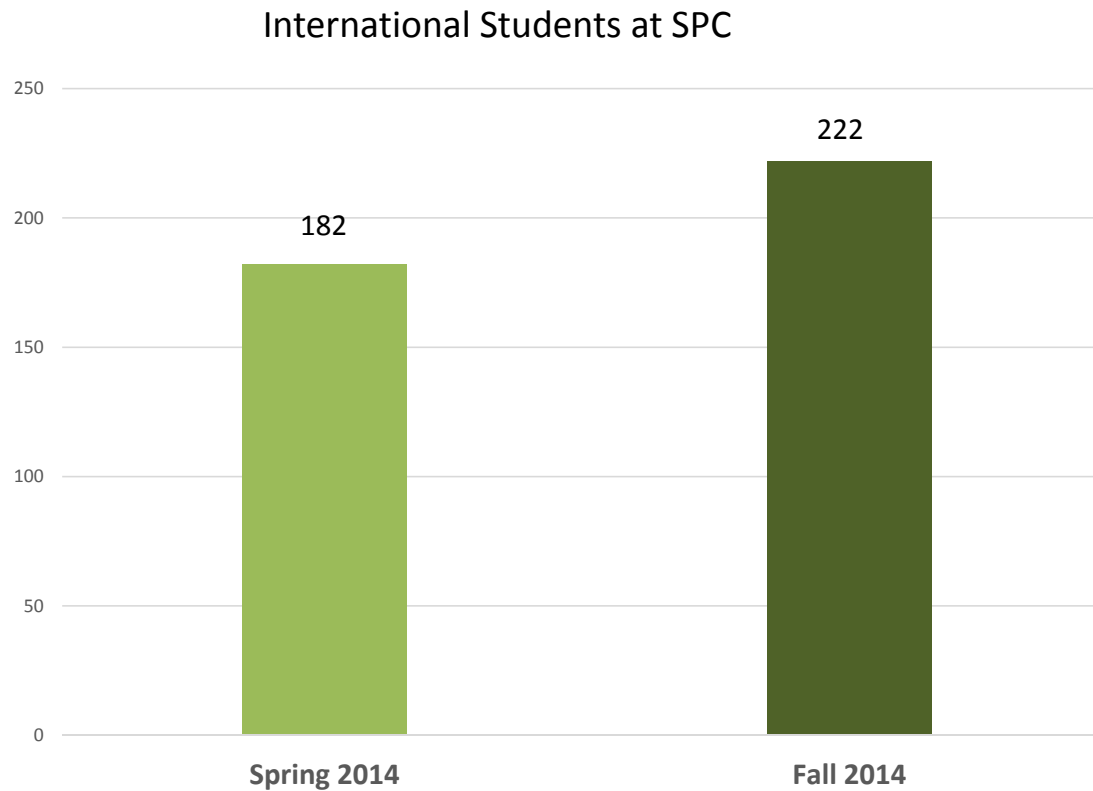
SPC Study Abroad Scholarships Awarded



32% increase in awards

71% increase in funds

International Programs: International Student Services



- **57 countries currently represented**
- **22% increase based on submitted applications for Fall 2014**

International Programs: College-wide Internationalization



In 2013-2014 SPC International Programs

Increased faculty participation by 70%

Hosted:

- Statewide International conference
- Delegations from Germany, Greece, India, Indonesia, Japan, and Pakistan

Furthered institutional partnerships in:

- Greece – Sister Cities/Study Abroad
- Ireland – Faculty Exchange
- Japan – College of Education collaboration

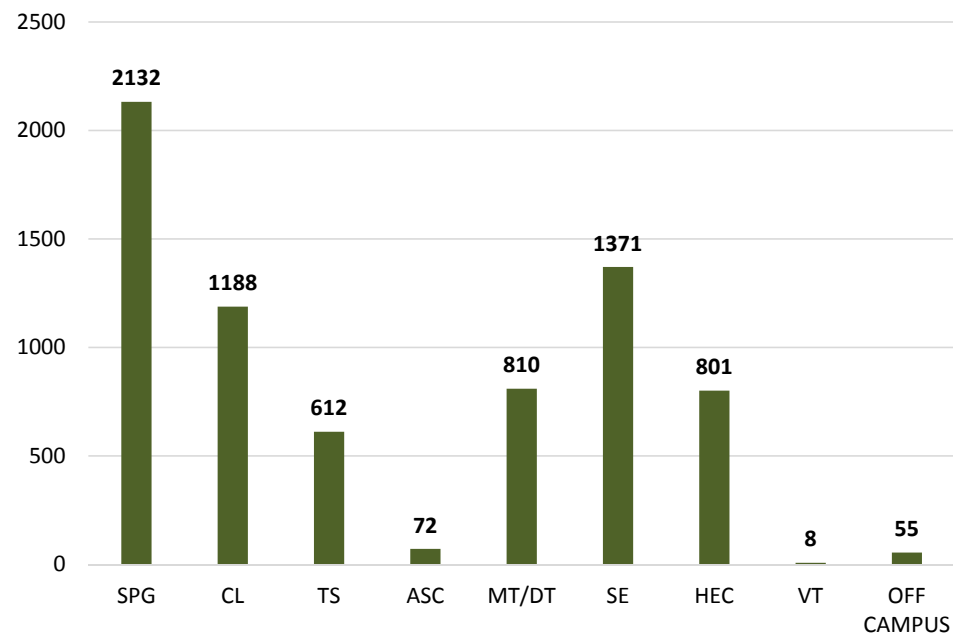
Secured grants:

- Department of State collaboration with FSU
- SPC Foundation Innovation Grant Measuring Students' Global Perspectives

5/20/2014 Board of Trustees

Increased International Programming outreach on all campuses

2013-2014 Event Participation to date*



- Excluding class visits, individual student advising, and required pre-departure and re-entry meetings for each Study Abroad program

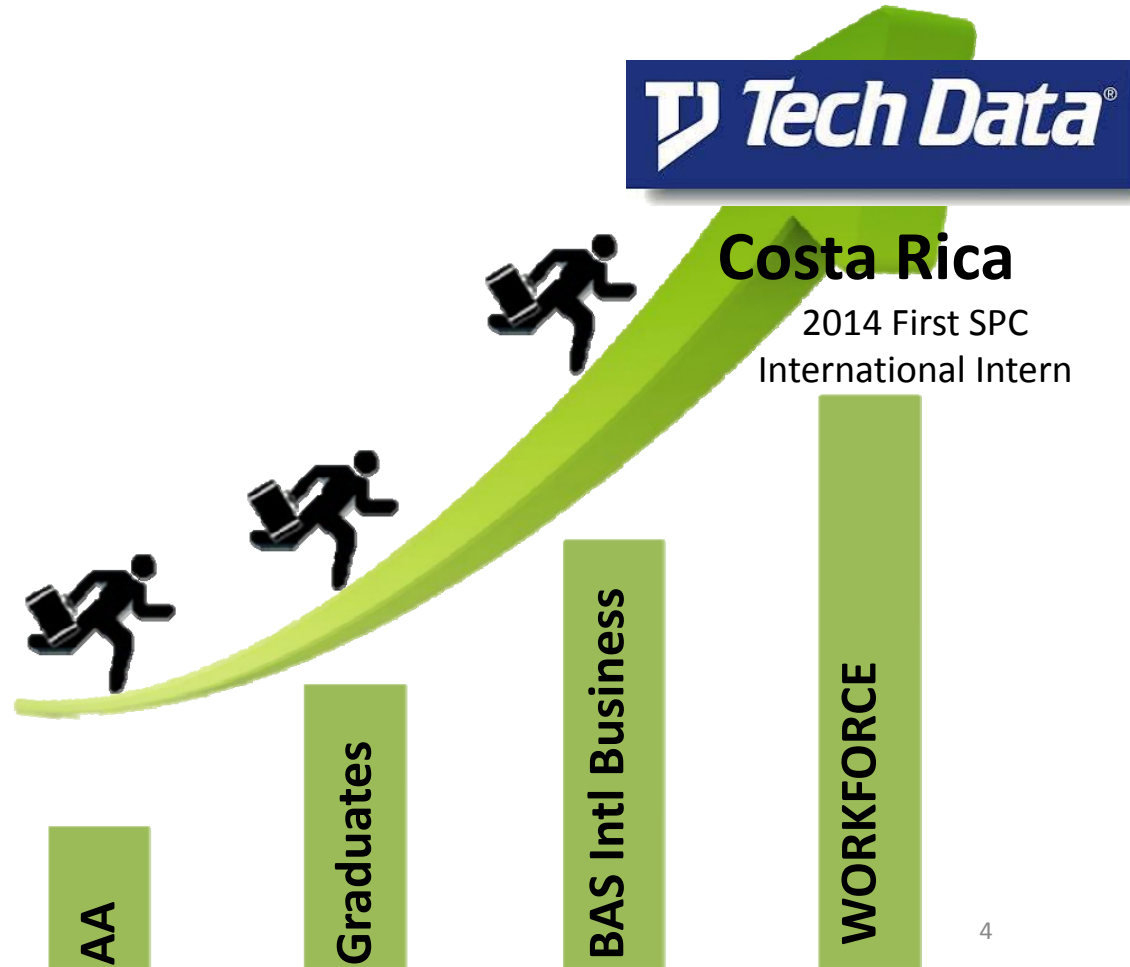
International Programs: Beyond the Data

Student Stories



Study Abroad changes lives

5/20/2014 Board of Trustees



Costa Rica

2014 First SPC
International Intern



Elite Educator Program

- Collaborative partnership between SPC and Pinellas County Schools
- Strengthen preparation in STEM, reading, exceptional students and English Language Learners
- Minimum stipend of \$1,000 upon completion of final internship
- Commitment to teach in PCS one year




Differences in Current Program and Elite Educator Program

- Admission Criteria
- Cohort classes
- Coach/mentor
- Monthly seminars
- Field experience hours at AA level increases from 30 to 120
- Additional math, science and elementary education classes in AA degree

May 20, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr., President 
SUBJECT: Florida Department of Education—Tampa Bay Consortium College Reach Out Program (CROP)

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the Florida Department of Education by St. Petersburg College for the Tampa Bay Consortium College Reach Out Program (CROP). Permission is sought to accept an estimated \$522,173 in funding over a one-year period for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

The goal of CROP is to provide academic support services and enrichment programs to middle and high school students who have the potential to complete college but may not have the skills and/or knowledge necessary to do so without additional support. As a regional initiative, CROP provides support and academic services to over 1,050 low income, educationally disadvantaged students in grades 6-12 across Tampa Bay. CROP's goal is to increase the number of such students, particularly minorities, who will qualify for and complete postsecondary education. The Tampa Bay Consortium's CROP, now in its 21st year, consists of the University of South Florida; Hillsborough Community College; State College of Florida, Manatee-Sarasota; and St. Petersburg College. St. Petersburg College serves as the fiscal and tracking agent for the Consortium and oversees the entire funding awarded to the Consortium.

The estimated period of performance will be from August 1, 2014 through July 31, 2015. The total project budget is projected to be \$522,173 over a one-year period. Of this amount, the College anticipates receiving approximately \$148,035 for its services over this same period. See attached Information Summary for additional information.

Suzanne L. Gardner, General Counsel; Tonjua Williams, Senior Vice President, Student Services; Karen Kaufman White, Provost; and Linda L. Hogans, Director, Special Programs, recommend approval.

Attachment

js0507142

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

Date of BOT Meeting: May 20, 2014

Funding Agency or Organization: Florida Department of Education

Name of Competition/Project: Tampa Bay Consortium College Reach Out Program (CROP)

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 8/1/14 **End:** 7/31/15

Administrator: Linda Hogans

Manager: Lacreacia Wright

Focus of Proposal:

The College Reach Out Program is a consortium of Hillsborough Community College; State College of Florida, Manatee-Sarasota; University of South Florida and St. Petersburg College serving as fiscal agent, that provides academic support services and enrichment programs to middle and high school students who have the potential to complete college, but may not have the skills and/or knowledge necessary to do so without additional support.

Budget for Proposal:

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

Personnel	\$ 85,076
Fringe	\$ 1,234
Supplies & Materials	\$ 15,000
Travel	\$ 35,725
Other (Workshops & Fees)	\$ 11,000
Contractual (Consortium Partners)	\$ 374,138
Total Budget	\$ 522,173

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$1,250,917
Total amount from funder:	\$ 522,173

Amount/value of match:

Cash: \$ 500,770
(SPC's Contribution - \$184,992)

In-kind: \$227,974
(SPC's Contribution - \$0)

Required match or cost sharing:

No Yes X

Voluntary match or cost sharing:

No Yes X

Source of match/cost sharing:

Staff and Program Development funds, other
College programs, and SPC Development
Foundation scholarships for cash

Negotiated indirect cost:

N/A

(Fixed) administrative fee:

N/A

Software/materials:

N/A

Equipment:

N/A

Services:

N/A

Staff Training:

N/A

FTE:

N/A

Other:

N/A

College Values, Strategic Initiatives and Activities Addressed:

Value(s):

1. Student Focus
2. Diversity
3. Academic Excellence

Strategic Initiative(s):

1. Outreach
2. Student Engagement
3. Student Support

Strategic Activity(ies):

1. Student Success and Out of Classroom Support

May 20, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Criminal Justice Standards and Training Commission (CJSTC) – Florida Department of Law Enforcement (FDLE) – Law Enforcement Trust Fund

Approval is sought to accept funding from the Florida Department of Law Enforcement (FDLE) on behalf of the Criminal Justice Standards and Training Commission (CJSTC) for FY 2014-2015. Permission is also sought to accept funding annually, if dispersed, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the contract.

This funding will allow SPC to continue to administer the Law Enforcement Trust Fund monies in accordance with Florida Statutes. As an authorized CJSTC-certified training school, FDLE will disperse funds to SPC based upon a formula approved by the Commission that corresponds with the number of full-time law enforcement officers in the school's service area as of July 1st of each year. This funding allows law enforcement officers to attend required advanced and specialized training at no cost to the officer or agency. This is not a new source of funding but it is the first time that FDLE is requiring a contract be executed between themselves and the training schools throughout the State of Florida.

The initial estimated period of performance will be from July 1, 2014 through June 30, 2015. Anticipated revenue to the College will be approximately \$105,120 for FY 2014-15. The agreement itself does not expire until any substantive changes in Florida Statutes or Florida Administrative Code substantially alter the terms of the current agreement. SPC's allocation of funding each fiscal year will be determined by CJSTC. See attached Information Summary for additional information.

Suzanne L. Gardner, General Counsel; Anne Cooper, Senior Vice President of Instruction and Academic Programs; James C. Brock, Provost; and Eileen LaHaie, Executive Director, Center for Public Safety Innovation, recommend approval.

Attachment

el0507142

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

Date of BOT Meeting: May 20, 2014

Funding Agency or Organization: Criminal Justice Standards and Training Commission (CJSTC) – Florida Department of Law Enforcement (FDLE)

Name of Competition/Project: Law Enforcement Trust Fund

SPC Application or Sub-Contract: SPC contract

Grant/Contract Time Period: **Start:** 7/1/14 **End:** 6/30/15

Administrator: James C. Brock

Manager: Eileen LaHaie

Focus of Proposal:

SPC will continue to administer the Law Enforcement Trust Fund monies in accordance with Florida Statutes. As an authorized CJSTC-certified training school, FDLE will disperse funds to SPC based upon a formula approved by the Commission that corresponds with the number of full-time law enforcement officers in the school's service area as of July 1st of each year. This funding allows law enforcement officers to attend required advanced and specialized training at no cost to the officer or agency.

Budget for Proposal:

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

Administration	\$ 3,744
Travel	1,512
Training	<u>99,864</u>
Total Budget	\$105,120

Note: Categories/amounts determined by CJSTC.

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$105,120
Total amount from funder:	\$105,120

Amount/value of match:	Cash: N/A
	In-kind: N/A

Required match or cost sharing:	No	<input checked="" type="checkbox"/>	Yes
Voluntary match or cost sharing:	No	<input checked="" type="checkbox"/>	Yes
Source of match/cost sharing:	N/A		
Negotiated indirect cost:	N/A		
(Fixed) administrative fee:	N/A		
Software/materials:	N/A		
Equipment:	N/A		
Services:	N/A		
Staff Training:	N/A		
FTE:	N/A		
Other:	N/A		

College Values, Strategic Initiatives and Activities Addressed:

Values: 1. Professional Development

Strategic Initiative: 1. Outreach

Strategic Activity: 1. Expanding Workforce Offerings

May 20, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: U.S. Department of Homeland Security, Federal Emergency Management Agency
– Emergency Management Leadership Training Grant

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the U.S. Department of Homeland Security, Federal Emergency Management Agency by St. Petersburg College's Center for Public Safety Innovation (CPSI). Permission is also sought to accept funding for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

The goal of the grant is to help prevent firefighter suicides by delivering suicide prevention training through regional workshops and national conferences. This funding will allow CPSI to deliver highly visible, national firefighter suicide prevention training through a train-the-trainer model that will help raise awareness among firefighters about suicide risks, occupational well-being, behavioral red flags, peer support programs, and intervention strategies for potentially suicidal co-workers. Funds from this grant will allow CPSI to deliver an 8-hour curriculum which is already developed to dozens of fire departments across the country.

The estimated period of performance will be from October 1, 2014 through September 30, 2015. Anticipated revenue to the College will be approximately \$191,977 during a one-year period. See attached Information Summary for additional information.

Suzanne L. Gardner, General Counsel; Anne Cooper, Senior Vice President of Instruction and Academic Programs; James C. Brock, Provost; and Eileen LaHaie, Executive Director, Center for Public Safety Innovation, recommend approval.

Attachment

el0507142

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

Date of BOT Meeting: May 20, 2014

Funding Agency or Organization: U.S. Department of Homeland Security - Federal Emergency Management Agency

Name of Competition/Project: Fire Prevention and Safety Program: Firefighter Suicide Prevention Training Grant

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 10/1/14 **End:** 9/30/15

Administrator: James C. Brock

Manager: Eileen LaHaie

Focus of Proposal:

SPC's Center for Public Safety Innovation (CPSI) is proposing a Firefighter Suicide Prevention Training program to help reduce firefighter suicides nationwide. The project will be executed through a train-the-trainer model which will equip individuals from fire departments to deliver suicide prevention trainings in their respective jurisdictions. Funds from this grant will allow for the delivery of an 8-hour curriculum which CPSI developed under previous grant funding.

Budget for Proposal:

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

Personnel & Benefits	\$100,620
Travel	11,720
Consultants/Contractors	62,172
Supplies & Materials	<u>17,465</u>
Total Budget	\$191,977

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$202,081
Total amount from funder:	\$191,977

Amount/value of match:	Cash: N/A
	In-kind: \$10,104

Required match or cost sharing:	No	Yes	X
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Voluntary match or cost sharing:	No <input checked="" type="checkbox"/> Yes
Source of match/cost sharing:	Waived funder's allowable indirect cost which was capped at 5% of total budget (\$10,104)
Negotiated indirect cost:	N/A
(Fixed) administrative fee:	N/A
Software/materials:	N/A
Equipment:	N/A
Services:	N/A
Staff Training:	N/A
FTE:	N/A
Other:	N/A

College Values, Strategic Initiatives and Activities Addressed:

Values:	<ol style="list-style-type: none"> 1. Professional Development 2. Partnerships
Strategic Initiative:	<ol style="list-style-type: none"> 1. Outreach
Strategic Activity:	<ol style="list-style-type: none"> 1. Expanding Workforce Offerings

May 20, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr., President 
SUBJECT: University of Western Florida – Complete Florida Grant

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the University of Western Florida by St. Petersburg College for the Complete Florida initiative. Permission is sought to accept an estimated \$100,000 in funding over twenty-two months for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

The University of Western Florida (UWF) is leading a legislatively funded initiative which aims to recruit, recover and retain adult learners and assist them in earning an associate's or bachelor's degree that is aligned to high-wage, high-skill workforce needs. Complete Florida is a program designed for qualified Floridians to complete a college degree within a reasonable and flexible timeframe using innovative approaches such as online learning, accelerated courses and intentional advising and coaching. The goal is to provide pathways for these adults to return to college complete their degree and expand their career options in areas of high need.

As the lead, UWF will develop the concierge-based student model, lead the recruitment and marketing campaign and identify the program areas needed to support the initiative. UWF will also lead the competency-based model prescribed for some of the degree programs offered through Complete Florida. UWF will partner with SPC and several others institutions to offer programs, specializations and concentrations that are accelerated and fully online, offering an A.S. to B.S. articulation, in areas such as the General A.A. Degree, Fire Science, Healthcare Informatics, IT Security, Technology Management, Health Services Administration and Management and Organizational Leadership. SPC's role will not only be to offer programs in these areas, but to devise ways to incorporate prior-learning assessments, competency-based learning, and advising into the delivery and support service model for students to succeed. The Complete Florida program will also give priority to veterans or active duty members of the United States Armed Forces.

The estimated period of performance will be from March 1, 2014 through December 31, 2015. The total project budget is projected to be \$2,000,000 over a twenty-two month period. Of this amount, the College anticipates receiving approximately \$100,000 for its services over this same period. See attached Information Summary for additional information.

Suzanne L. Gardner, General Counsel; Anne Cooper, Senior Vice President of Instruction and Academic Programs; James Olliver, Provost, Seminole Campus; and Vicki Westergard, Executive Director of eCampus, Web and Instructional Technology, recommend approval.

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

Date of BOT Meeting: May 20, 2014

Funding Agency or Organization: University of Western Florida

Name of Competition/Project: Complete Florida

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 3/1/14 **End:** 12/31/15

Administrator: James Olliver

Manager: Vicki Westergard

Focus of Proposal:

The Complete Florida initiative was developed to improve the experience of adult learners within the state of Florida so that they are better able to complete their college degree. This project is part of the Complete Florida Degree Program, a new initiative established by the Florida state legislature. The goal is to recruit, recover and retain the state's adult learners, veterans being a priority, and assist them in completing an associate or baccalaureate degree aligned to high-wage, high-skill workforce needs. The major project objectives associated with the project include: 1) Increase degree production/educational attainment for the adult learner population in Florida aligning program offerings to the findings of the preliminary findings of the Florida Board of Governors Commission on Educational Access and Attainment and Labor Market Data; 2) Implement high quality programs through a partnership with the Florida College System, State University System and the state's Independent Colleges and Universities using innovative strategies including accelerated learning models, competency-based models and personalized services to support adult learners that will support persistence toward degree and student success; 3) Identify proposed changes to the statewide computer student advising system; 4) Identify any additional admissions and registrations policies and practices that could be further streamlined and automated for the purposes of assisting the adult learner; and 5) Collaboratively identify the applicable cost components involved in the development and delivery of distance learning courses, collect information on the components and submit the information report to Chancellors.

Budget for Proposal:

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

Personnel & Fringe (Student Services Liaison)	\$ 55,000
Travel	\$ 3,000
Contractual (Smarthinking Supplement)	\$ 7,000
Student Information System Programming	\$ 5,000
Course Development Stipends	<u>\$ 30,000</u>
Total Budget	\$ 100,000

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below) \$ 100,000
Total amount from funder: \$ 100,000

Amount/value of match: Cash: N/A
In-kind: N/A
Required match or cost sharing: No Yes
Voluntary match or cost sharing: No Yes
Source of match/cost sharing: N/A
Negotiated indirect cost: N/A
(Fixed) administrative fee: N/A
Software/materials: N/A
Equipment: N/A
Services: N/A
Staff Training: N/A
FTE: N/A
Other: N/A

College Values, Strategic Initiatives and Activities Addressed:

Value(s):
1. Academic Excellence
2. Outstanding Services
3. Partnership
4. Innovation


Strategic Initiative(s):
1. Improved Processes

Strategic Activity(ies):
1. Accelerated Degree Programs
2. Expanded Workforce Offerings and Improved Placement Tracking

May 20, 2014

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Seminole Community Library, Amendment of Intergovernmental Agreement between the City of Seminole and St. Petersburg College

Approval is sought to enter into an Amended Intergovernmental Agreement with the City of Seminole regarding the Seminole Community Library at St. Petersburg College on the Seminole Campus. Permission is also sought to enter into any related agreements or amendments, as may be necessary.

The Seminole Community Library Intergovernmental Agreement originally signed October 31, 2000, is being amended to update provisions as necessary to reflect library technology and system enhancements, revised institutional policies, organizational changes, community usage and facility utilization, as well as the name of the College and learning resource areas. The Amended provisions further make needed corrections and clarifications to the original Agreement as necessary, and delete the provisions of the First Amendment executed in 2008. The Amended Intergovernmental Agreement will commence upon full execution by the College and the City of Seminole, and will remain perpetual. The proposed revisions will not require a budget adjustment or additional expenditures on the part of the College.

Suzanne L. Gardner, General Counsel; Anne Cooper, Senior Vice President, Instruction and Academic Programs; James Olliver, Provost; and Joseph Leopold, Director, Learning Resources, recommend approval.

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