

## **AGENDA**

### **ST. PETERSBURG COLLEGE BOARD OF TRUSTEES JANUARY 20, 2015**

EPICENTER MEETING ROOM (1-453)  
13805 – 58<sup>TH</sup> STREET N.  
LARGO, FLORIDA

**REGULAR 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. Susan Ballenger (*Attending*)
  - 2. Lolita Brown (*Attending*)
  - 3. Tom Derzypolski (*Attending*)
  - 4. Brad Jenkins (*Attending*)
  - 5. Jackie Lawler (*Attending*)
  - 6. Cynthia Thomas (*Attending*)
  - 7. William Walter (*Attending*)
  - 8. Mike Shockey (*Not Attending*)
  - 9. Steve Vaughan (*Not Attending*)
- B. Recognitions/Announcements
  - 1. Recognizing the Online Learning & Service team for the successful launch of MyCourses

#### **III. COMMENTS**

- A. Board Chair
- B. Board Members
- C. President
- D. Public Comment pursuant to §286.0105 FS

**IV. REVIEW AND APPROVAL OF MINUTES**

Board of Trustees' Meeting of November 18, 2014 (*Action*)

Board of Trustees' Strategic Planning Workshop of December 9, 2014 (*Action*)

**V. MONTHLY REPORTS**

A. Board Attorney

B. General Counsel

**VI. STRATEGIC FOCUS AND PLANNING**

**A. WORKFORCE**

1. Exploratory Lab Boot Camp program (*Presentation*) – Ms. Patricia K. Gehant, Director of Workforce Initiative; Dr. Jim Connolly, Director Corporate Training; and Ms. Angie Beltz, Vice President, Tech Data

**B. STRATEGIC PRIORITIES**

1. Follow-up to Planning Meeting – Dr. Law

**C. STUDENT SUCCESS AND ACHIEVEMENT**

1. Spring 2015 Who's Here (*Presentation*) - Dr. Jesse Coraggio, Associate Vice President, Institutional Effectiveness, Research, and Grants and Dr. Patrick Rinard, Associate Vice President, Enrollment Services

**D. BUDGET AND FINANCE**

1. FY 14-15 July 1 – December 31 Fund 1 Financial Report and Budget Timeline (*Presentation*) – Ms. Jamelle Conner, Associate Vice President, Business Services
2. Approval of Guaranteed Maximum Price (GMP), for Design-Build Services for Marine Science Labs and Classrooms for Bay Pines (*Action*)

**E. ADMINISTRATIVE MATTERS**

1. Human Resources
  - a. Personnel Report (*Action*)

**F. ACADEMIC MATTERS**

1. Fall 2014 Success Rates Results (*Presentation*) – Dr. Jesse Coraggio, Associate Vice President, Institutional Effectiveness, Research, and Grants

**VII. CONSENT AGENDA**

A. OLD BUSINESS (**items previously considered but not finalized**) - None

B. NEW BUSINESS

1. GRANTS/RESTRICTED FUNDS CONTRACTS

a. Florida College System Foundation (FCSF) – Collaboration and Alignment Grant (CAG)

b. Informational Report - Department of Education – TRIO Student Support Services Program Grant Proposed Design

2. BIDS, EXPENDITURES, CONTRACTS OVER \$325,000 – None

3. CAPITAL OUTLAY, MAINTENANCE, RENOVATION, AND CONSTRUCTION - None

**VIII. INFORMATIONAL REPORTS**

A. Quarterly Informational Report of Exempt and Non-Exempt Purchases (*Information*)

B. Quarterly Informational Report of Contract Items (*Information*)

C. Quarterly Informational Report of Construction Contract Approvals Not Exceeding \$325,000 (*Information*)

**IX. PUBLIC ACCESS/UNAGENDAED ITEMS**

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

**XI. PRESIDENT’S REPORT**

**XII. NEXT MEETING DATE AND SITE**

**February 17, 2015 Health Education Center**

### **XIII. ADJOURNMENT**

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting January 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: January 9, 2015

Confirmation of Publication

[Notice of meeting](#)



# EXPLORATORY LAB BOOT CAMP

A COLLABORATIVE EFFORT

- History
- Findings
- Solution



# History

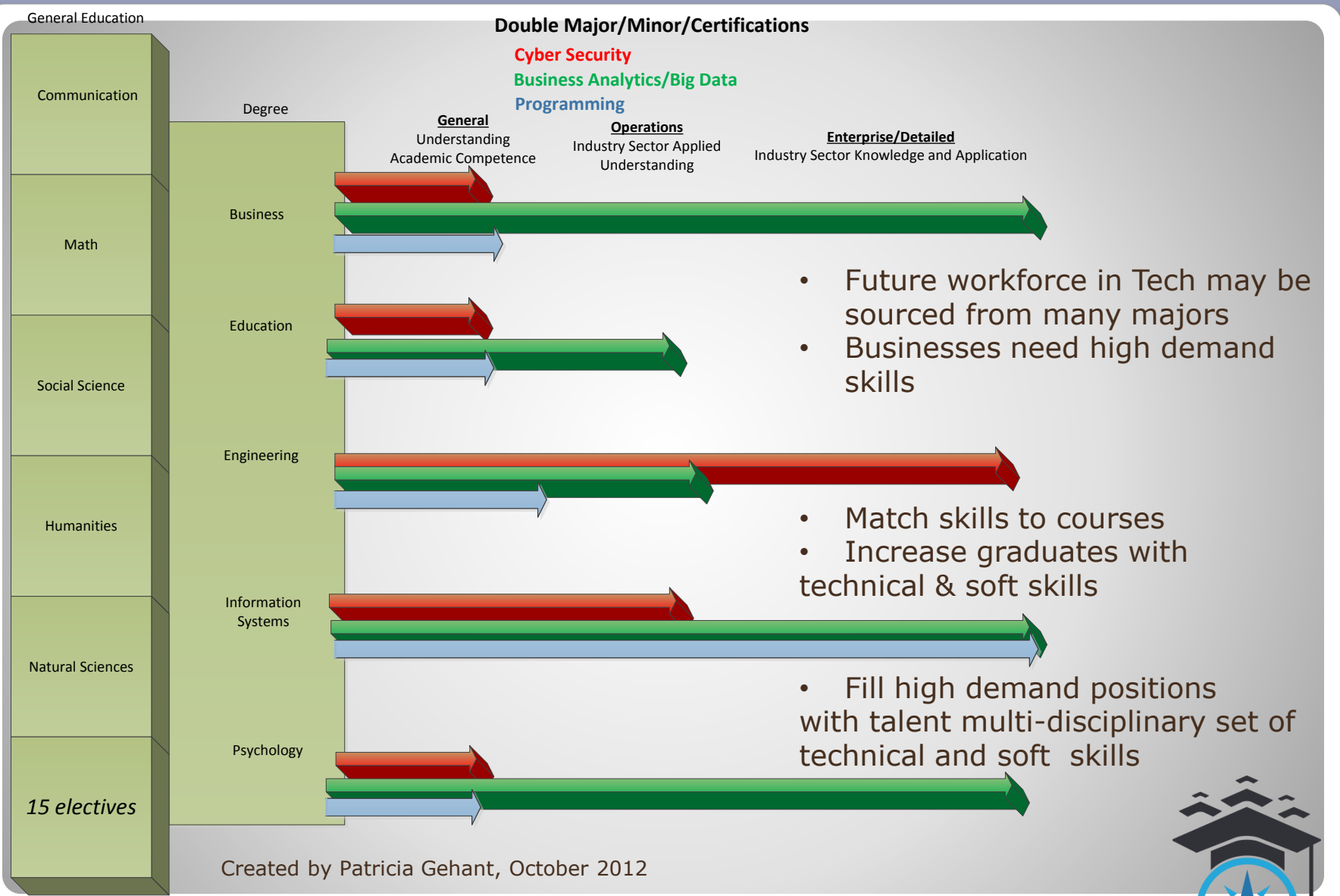
- Information Technology (IT) Talent Gap Study
  - October 2012
  - 70 companies
  - Over 300 business leaders, educators, and students participated in interviews, focus groups, and presentations
- Tampa Bay Technology Forum (TBTF)
  - Assimilated and analyzed the data
  - Created recommendations
  - Initiated the response



# Findings

- Companies hire for skills and character
- Businesses have limited connections to students
- Skills gap in college graduates
  - Real-life, real-time application of technology
  - Need to expose all students to technology skills
  - Businesses are seeking strategic thinkers that are able to optimize the technical resources
- Rapidly changing technology
- Students awareness of career opportunities with regional businesses
- Sourcing Talent





# Sourcing Talent





# Solution

- The Exploratory Lab Boot Camp is a 70 hour STEM focused program immersing students across all degree programs, in real-time, real-life skills needed by technology businesses.
- This program:
  - Is taught by industry experts;
  - Offers pre and post activities;
  - Provides a real-time business integration experience that augments traditional classroom curriculum;
  - Expands tech skills across all degrees;
  - Increases non-tech degree seeking student's interest in the Technology industry; and
  - Increases employability.



# Curriculum Pillars



## ***Technology Solutions***

- Covers current and future trends:
  - products
  - solutions
  - manufacturers/vendors
  - certifications vendor overview presentations



## ***Integrated Business***

- What roles/positions are available in technology
- Skills needed
- The impact each has to running or being part of a technology focused business



## ***User Experience (UX)***

- Provides an understanding of what solutions (HW/SW) users need to solve business problems
- Includes process, collaboration, and design thinking



# Outcomes

- Student ➡ Find pathways to the workforce with increased technical skills
- St. Petersburg College ➡ Graduates employed at graduation
- Tech Data ➡ Develops qualified workforce to increase profitability throughout the channel
- TBTF Members ➡ Hire qualified talent
- *Regional Economy* ➡ Strengthened



# Next steps

- **Career & Professional Education Act (CAPE)**
  - Industry Certification
  - Increase skills without increasing credit hours
  - Rapid response strategy
- **Replicate and Repeat**
  - Business Analytics
  - Communication and Data Centers
- **Distribution**
  - Florida
  - Nationally




*Growing Tampa Bay Talent  
Through  
Technology....Collaboration....Innovation....Success!*



January 20, 2015

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College  
**FROM:** William D. Law, Jr., President   
**SUBJECT:** December Planning Follow-up

Each year, the December Planning Workshop provides strong guidance from the Board of Trustees to the efforts we are undertaking at present and will continue to make a priority for the 2015-16 year. These priorities become the Strategic Goals upon which all FY15-16 budget requests, prioritizations, and plans are linked and built as we move through the budget process and then implement in the new fiscal year.

Based on this guidance, the overarching FY15-16 Strategic Goal Areas are:

- The College Experience Student Success Initiative
- Academic and Instructional Enhancements
- Strategic Enrollment Growth
- Marketing and Strategic Communications
- Community Initiatives
- Employee Professional Development

These Strategic Goals are more specifically stated to include the following:

- Further enhancement of the “College Experience” student success initiative which continues to emphasize student course completion and further incorporates:
  - an advising model that encompasses career planning, non-credit training opportunities, quality interactions beyond technology and on-line/virtual access to these services;
  - Career Center redesign with emphasis on placement, follow-up and exit services and integration with the academic advising process;
  - Extended new student orientation tailored to specific subgroups (new, returning and on-line students);
  - An enhanced learning plan as the focal point of student support services that will include prepopulating academic plans and integration with academic pathways;
- Develop Academic and Instructional retention initiatives emphasizing:
  - Pedagogical enhancements to improve success rates;
  - Continuation of the on-line revitalization “Quality Matters” standards, assessment of student readiness and extended online support services;
  - Developmental education assessment and advising support;

- Development of academic/workforce certificates and programs involving local chambers, business and community organizations;
- Continuation of the “Strategic Enrollment Growth” plan focusing on progression, retention, completion and academic pathways, withdrawal rate analysis and intervention, adjunct support and certification requirements, and program cost analysis;
- Implement Marketing and Strategic Communication plans for consistent and simplified communication via web site redesign and full integration of a “Customer Relationship Management” system into the student life-cycle support structure;
- Strengthening of strategic community initiatives linking to student success and job placement including:
  - Successful opening of the new Midtown Campus
  - Expansion of the Seminole campus Eco System to the Midtown and Tarpon communities
  - Enhancement of Mission Focused Strategic Community Partnerships;
- Focus on continued employee professional development via implementation of the Career employee evaluation, career laddering program, and the Leadership SPC and Delta Academy development programs.

The Real Time Record of the planning workshop has been distributed to you and if any key, strategic topics are not being addressed in the summarized listing, above, please let me know. Your guidance and efforts result in the strategic plan for the coming year, development of the college budget, and implementation of the planning initiatives.

As always, you have my thanks for your commitment to this critical part of your role. I am happy to have your comments, questions, and suggestions.



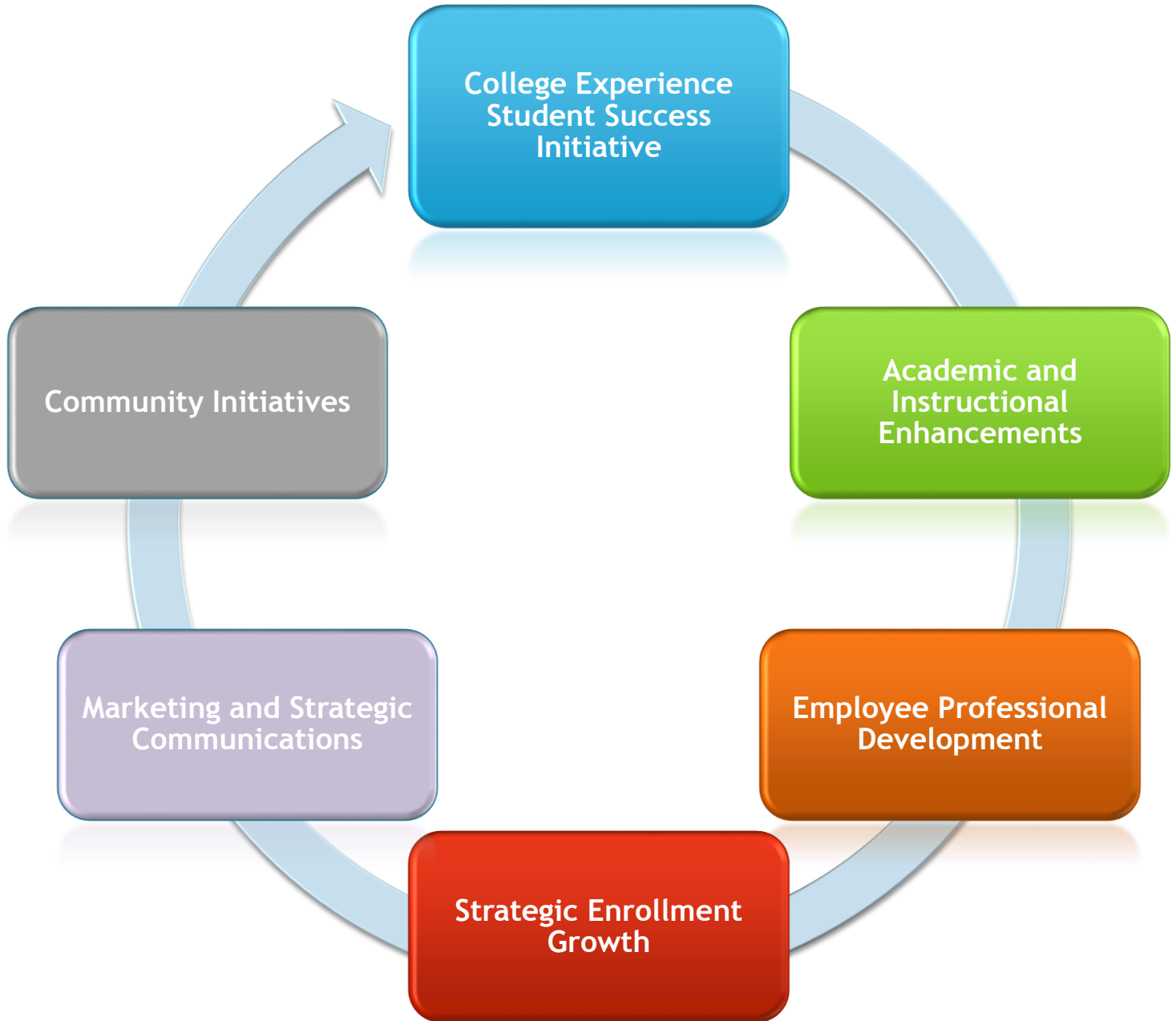
St. Petersburg College  
Board of Trustees  
Strategic Planning Workshop  
Follow-Up

FY15-16 Strategic Goals  
And  
Key Budget Process Dates

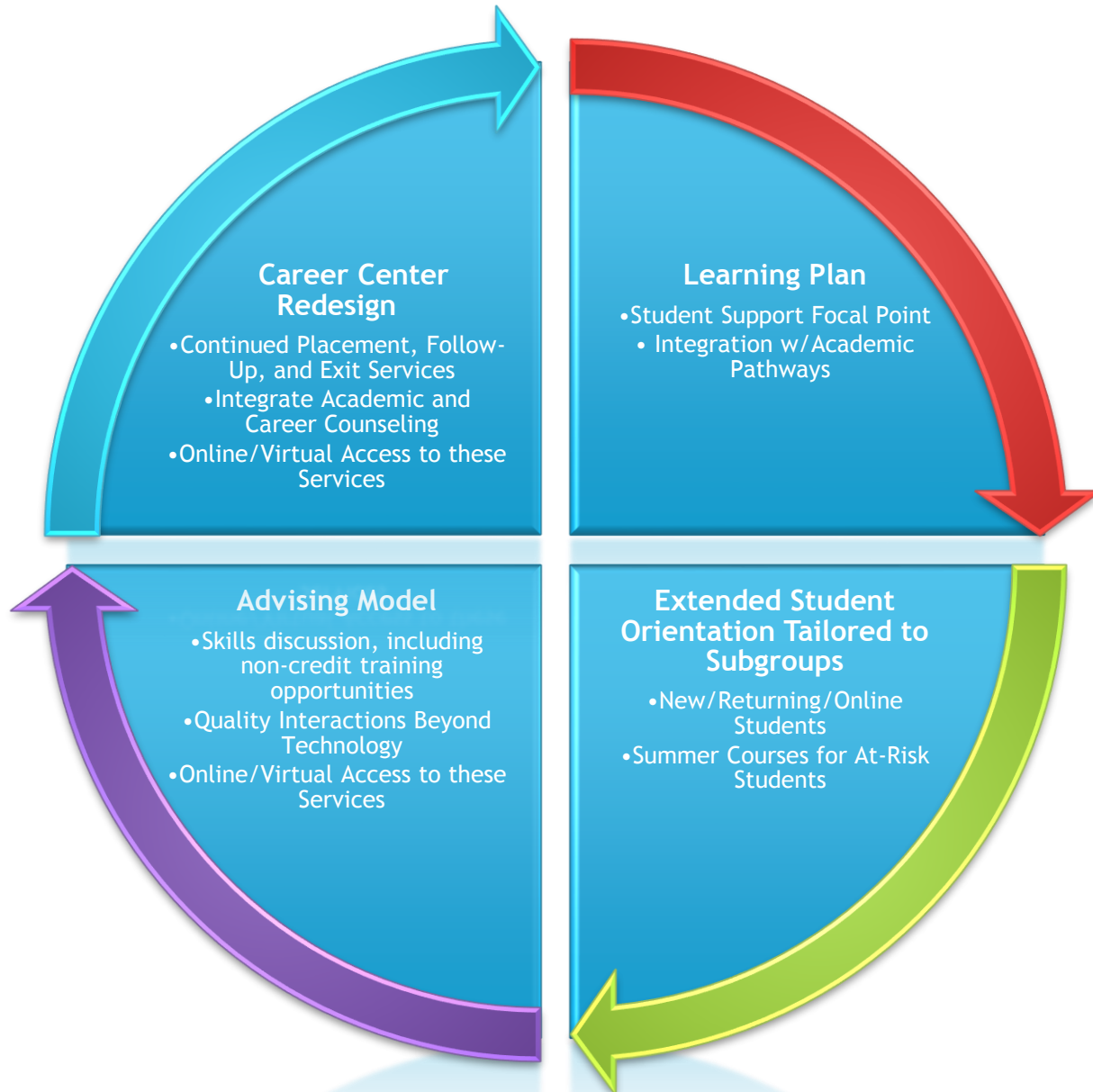
Dr. Doug Duncan  
January 2015



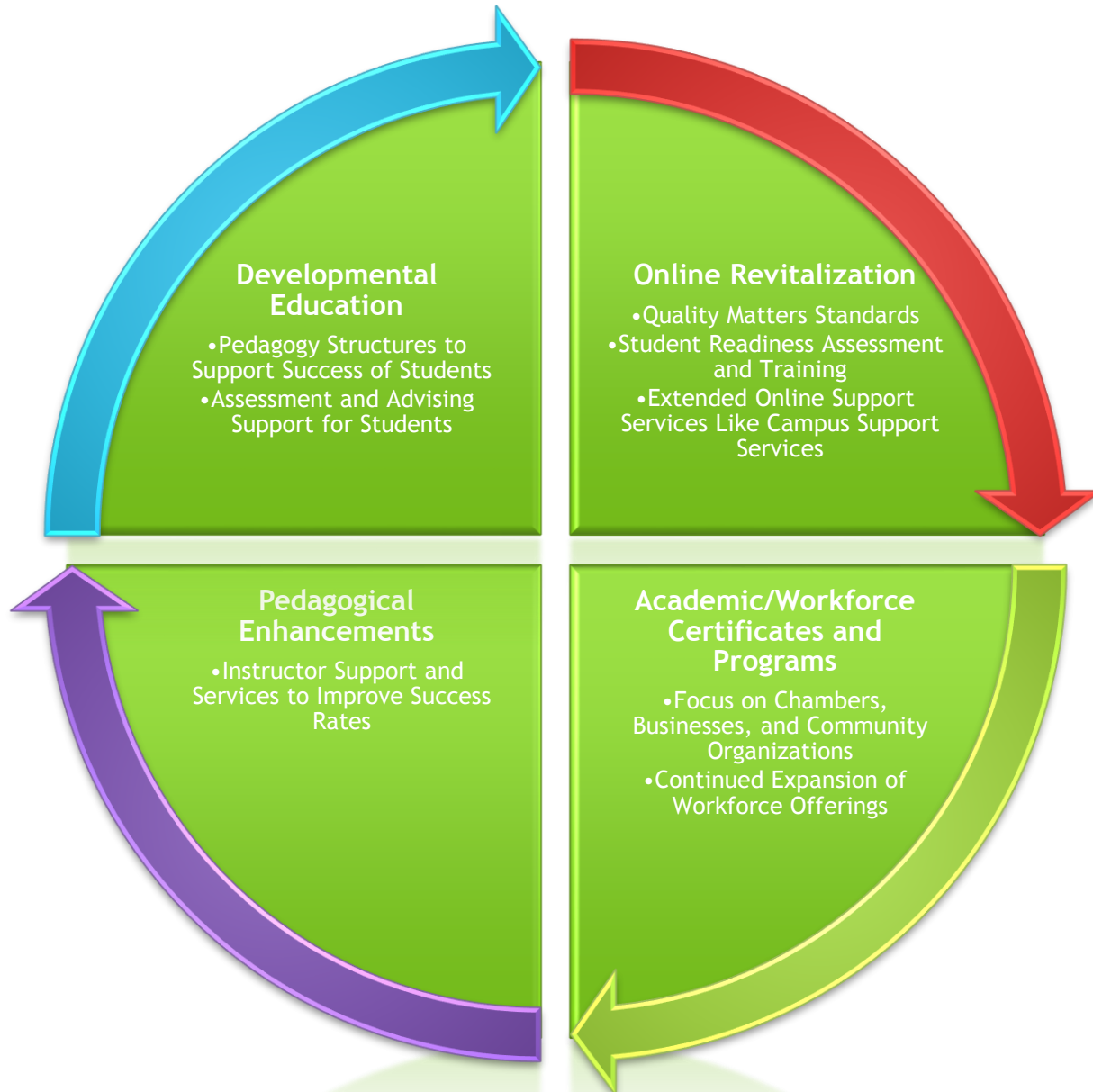
# St. Petersburg College FY15-16 Strategic Goals



# St. Petersburg College College Experience Student Success Initiative



# St. Petersburg College Academic and Instructional Enhancements



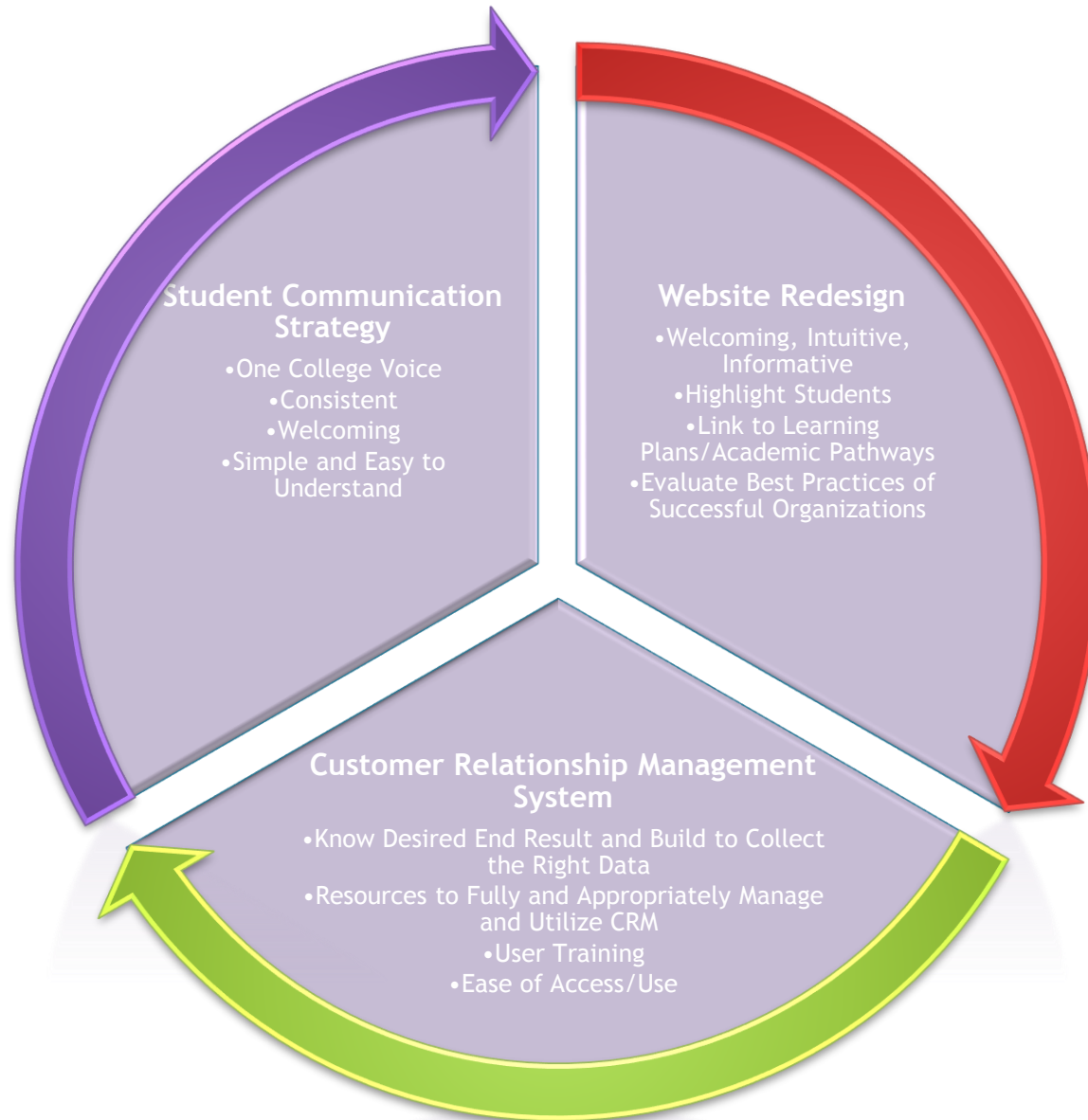
# St. Petersburg College Employee Professional Development



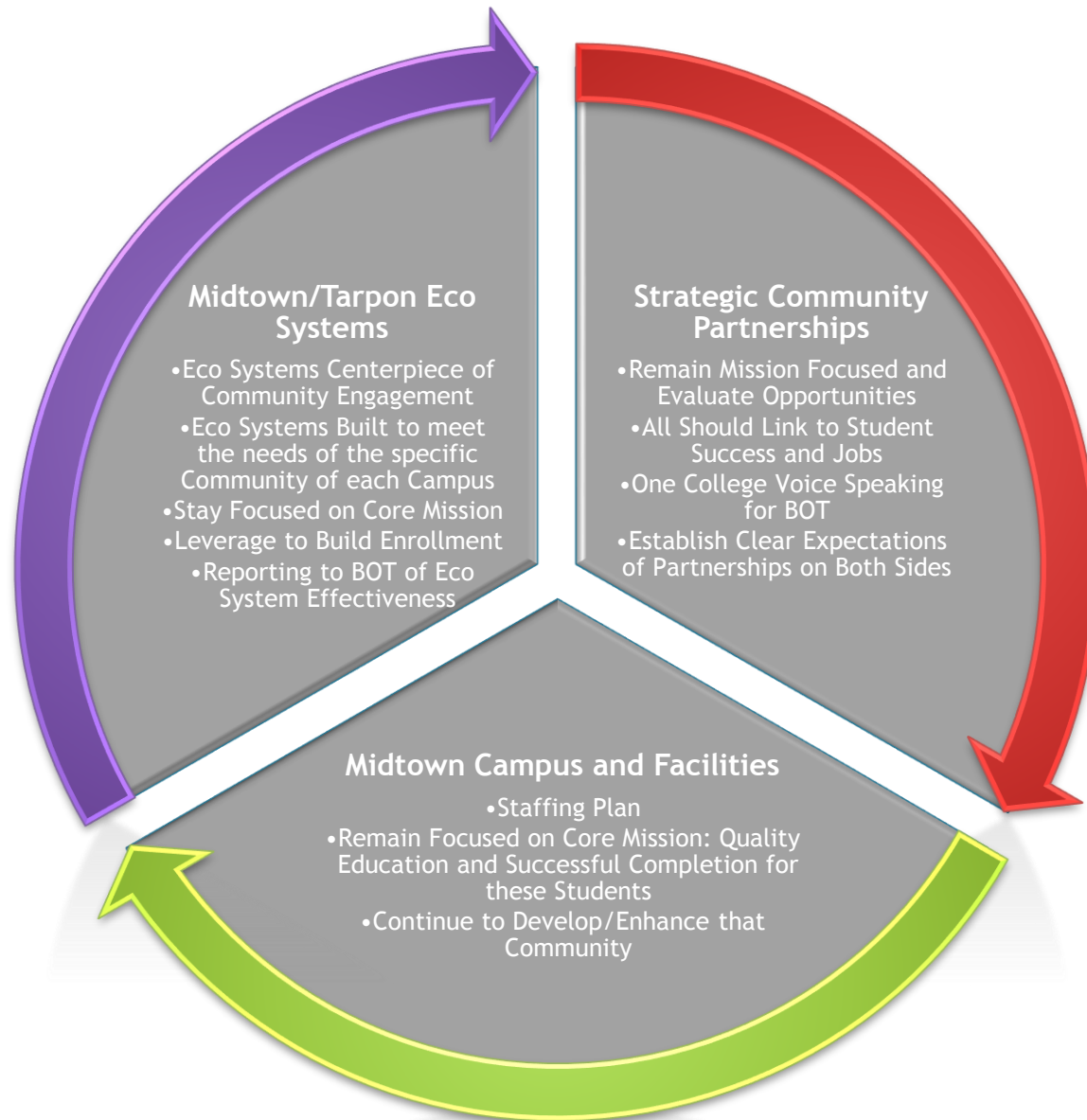
# St. Petersburg College Strategic Enrollment Growth



# St. Petersburg College Marketing and Strategic Communications



# St. Petersburg College Community Initiatives



## St. Petersburg College FY15-16 Budget Process Key Dates

Date	Activity
January 20th	BOT Confirmation of Strategic Goals
February 1st	Governor's Budget Due
February 6 <sup>th</sup> -13 <sup>th</sup>	Course Fee Reviews
February 17 <sup>th</sup>	BOT Update: Revenues
March 3rd	Legislative Budget Session Starts
March 5 <sup>th</sup>	Strategic Budget Request Presentation Day
March 9 <sup>th</sup> – March 13 <sup>th</sup>	College Closed for Spring Break
March 16 <sup>th</sup> – April 1 <sup>st</sup>	Strategic and Executive Committee Prioritizations
March 17 <sup>th</sup>	BOT Update: Expenses/Overview of Strategic Budget Requests
April 21 <sup>st</sup>	BOT Update: Budget Draft to Meet Strategic Goals/Faculty and Provost Hiring
May 1st	Legislative Budget Session Ends
May 19th	BOT Budget Workshop
June 16 <sup>th</sup>	Final BOT Budget Approval
June 17 <sup>th</sup>	Professional Performance Plan Development
June 30th	Budget Due to State

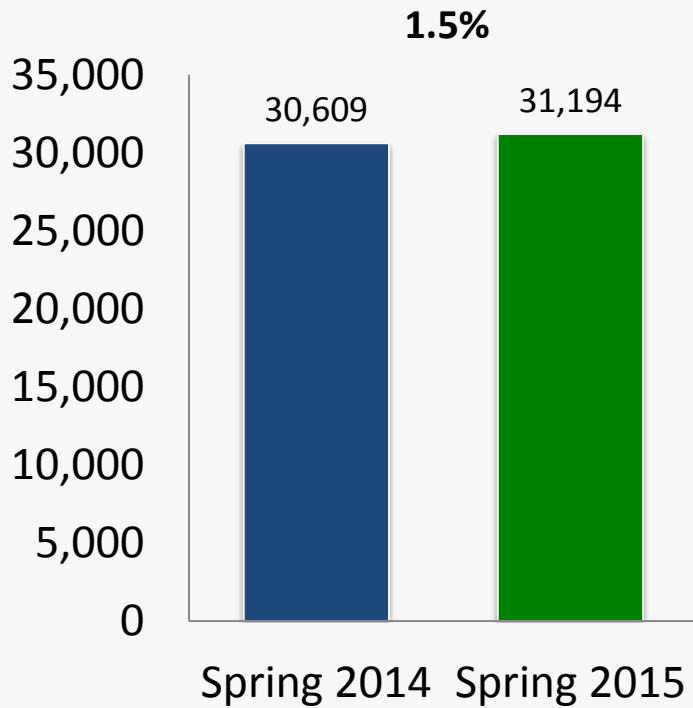




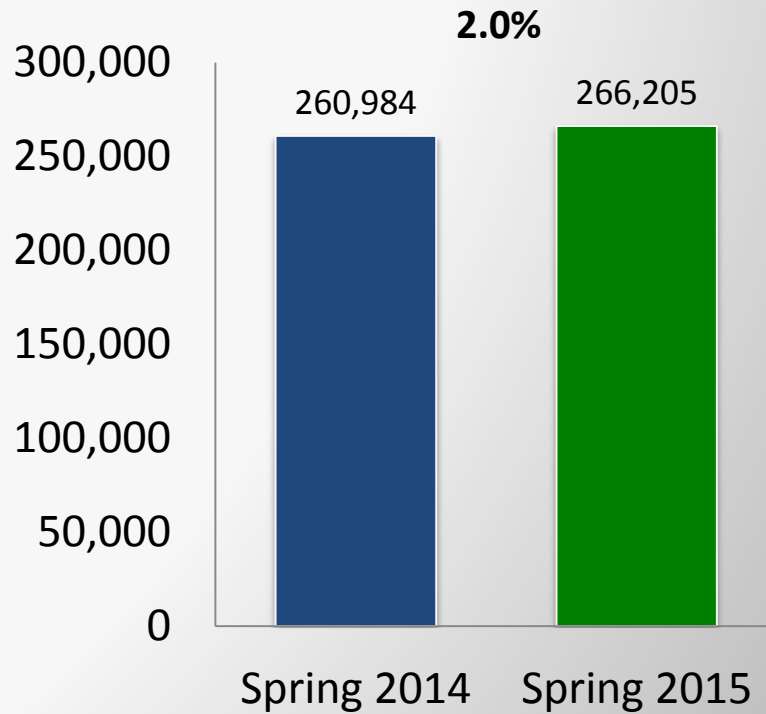
# Spring 2015 Who's Here

SPC Board of Trustees Meeting  
January 20, 2015





**Headcount**

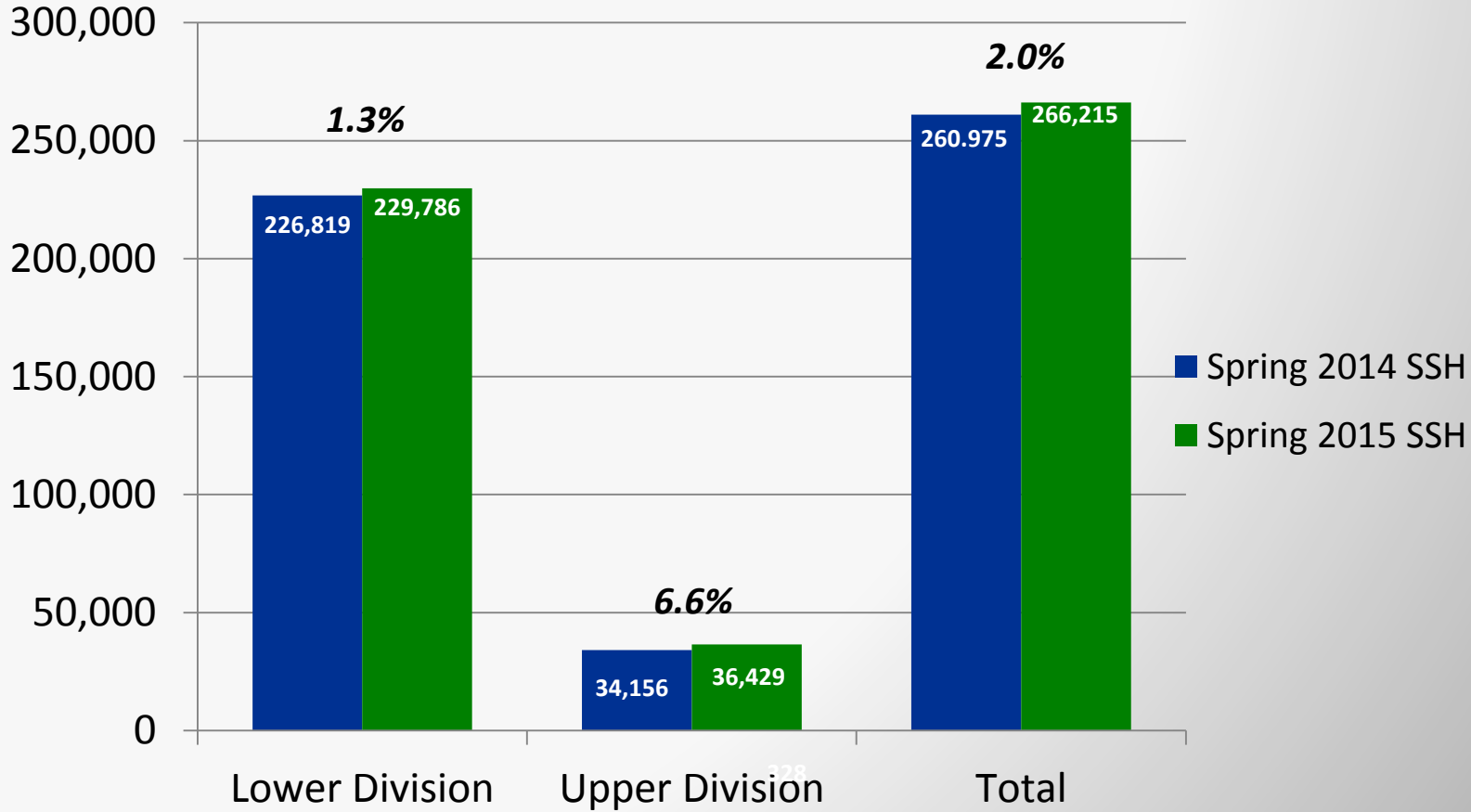


**SSH**

# Opening Day Enrollment

Note: SSH = Student Semester Hours.

Source: BI, Pulse – Headcount and Enrollment By Day Dashboards, Data Extracted January 12, 2015



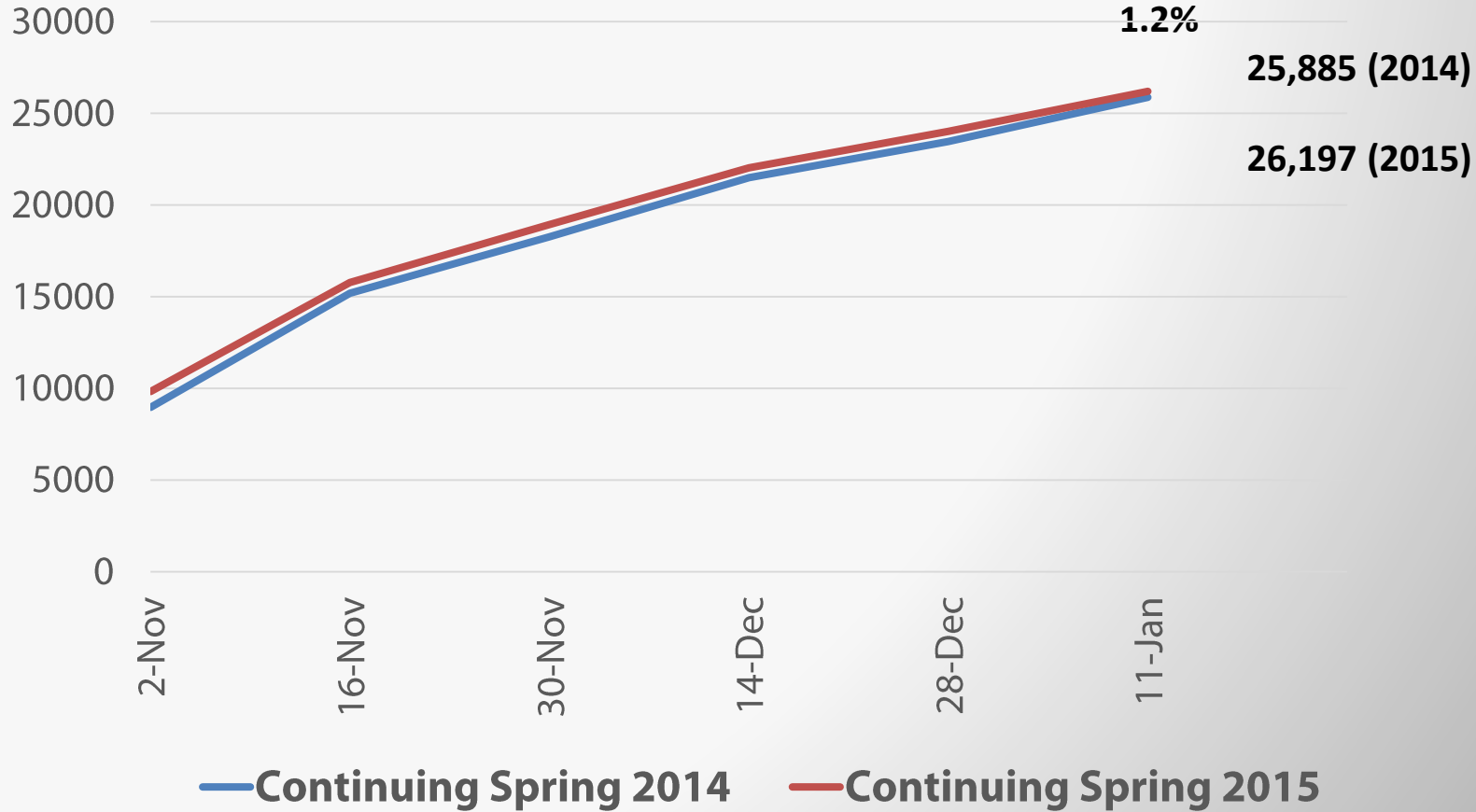
SSH – Student Semester Hours

## Lower & Upper Division - SSH

- 6.6% growth from last Spring
  - Technology Management +53% (1,755 SSH)
  - Nursing +20.3% (7,690 SSH)
  - Veterinary Technology +15.5% (803 SSH)
  - Paralegal Studies +14.9% (1,848 SSH)
  - Business Administration +8.1% (10,861 SSH)
  - Education 0% (5,978 SSH)

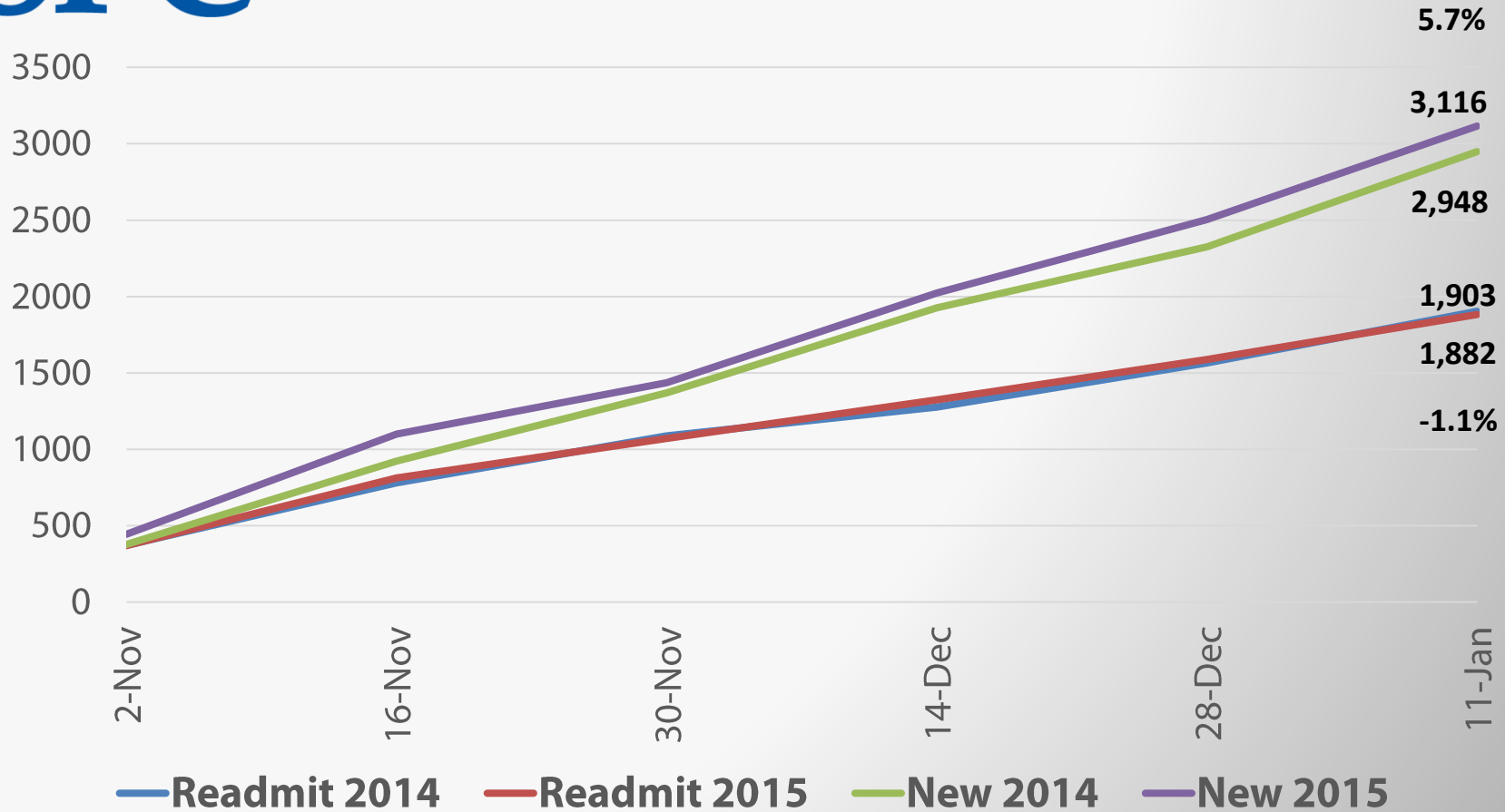
## Baccalaureate Enrollment





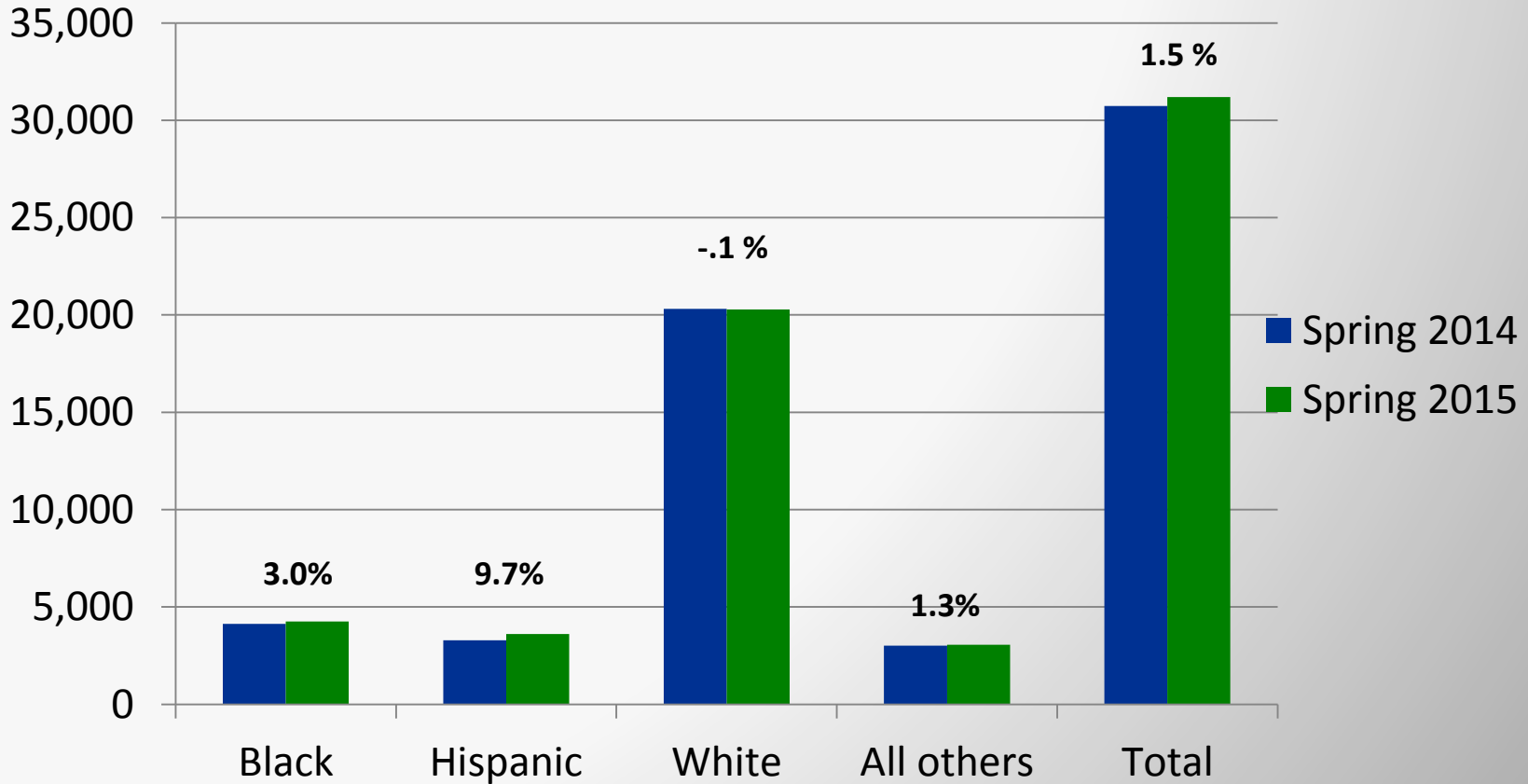
## Continuing Student Trend

Source: BI – Headcount Enrollment By Day Dashboard, Data Extracted January 12, 2015



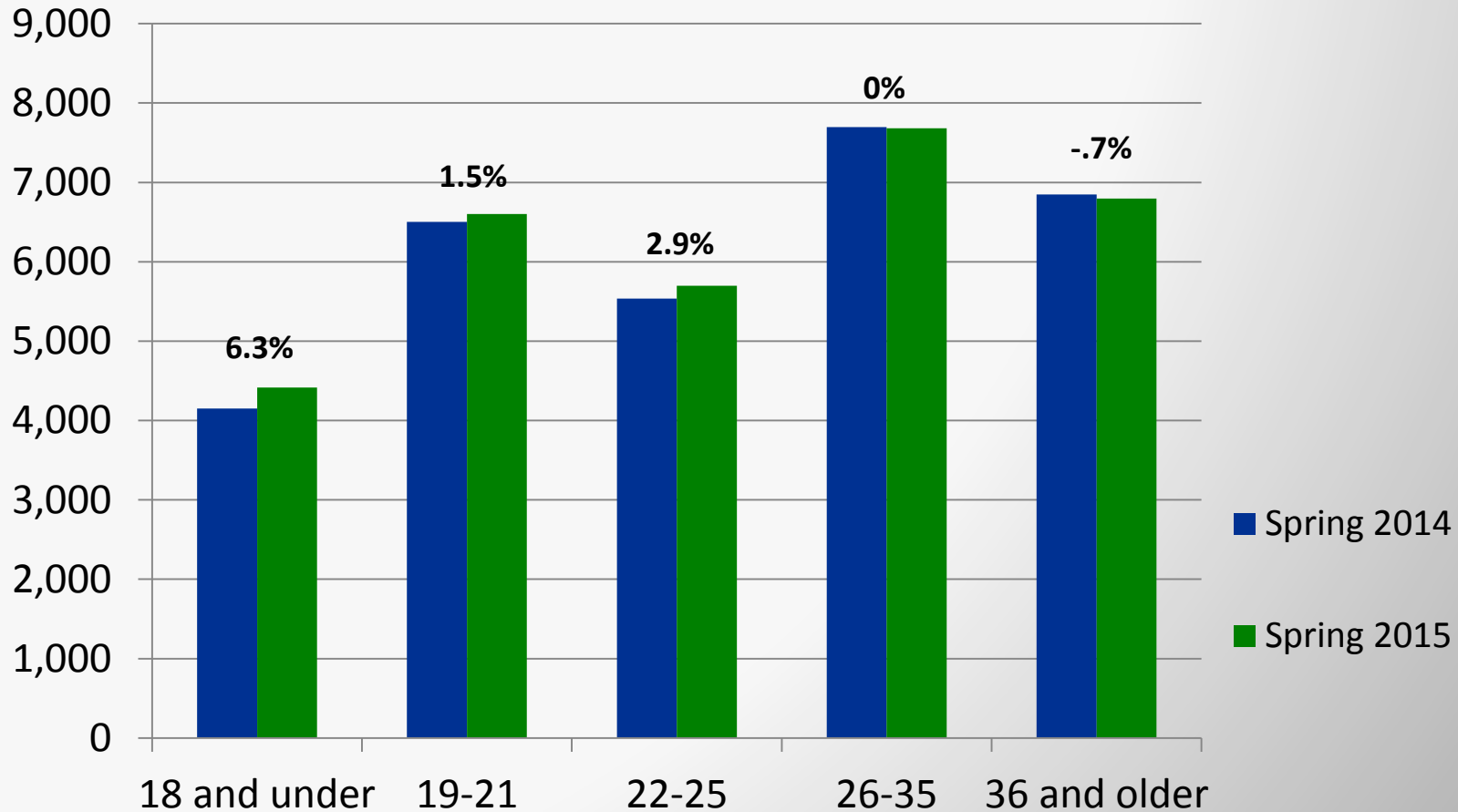
# New and Readmit Student Trend

Source: BI – Headcount Enrollment By Day Dashboard, Data Extracted January 12, 2015



## Headcount by Ethnicity

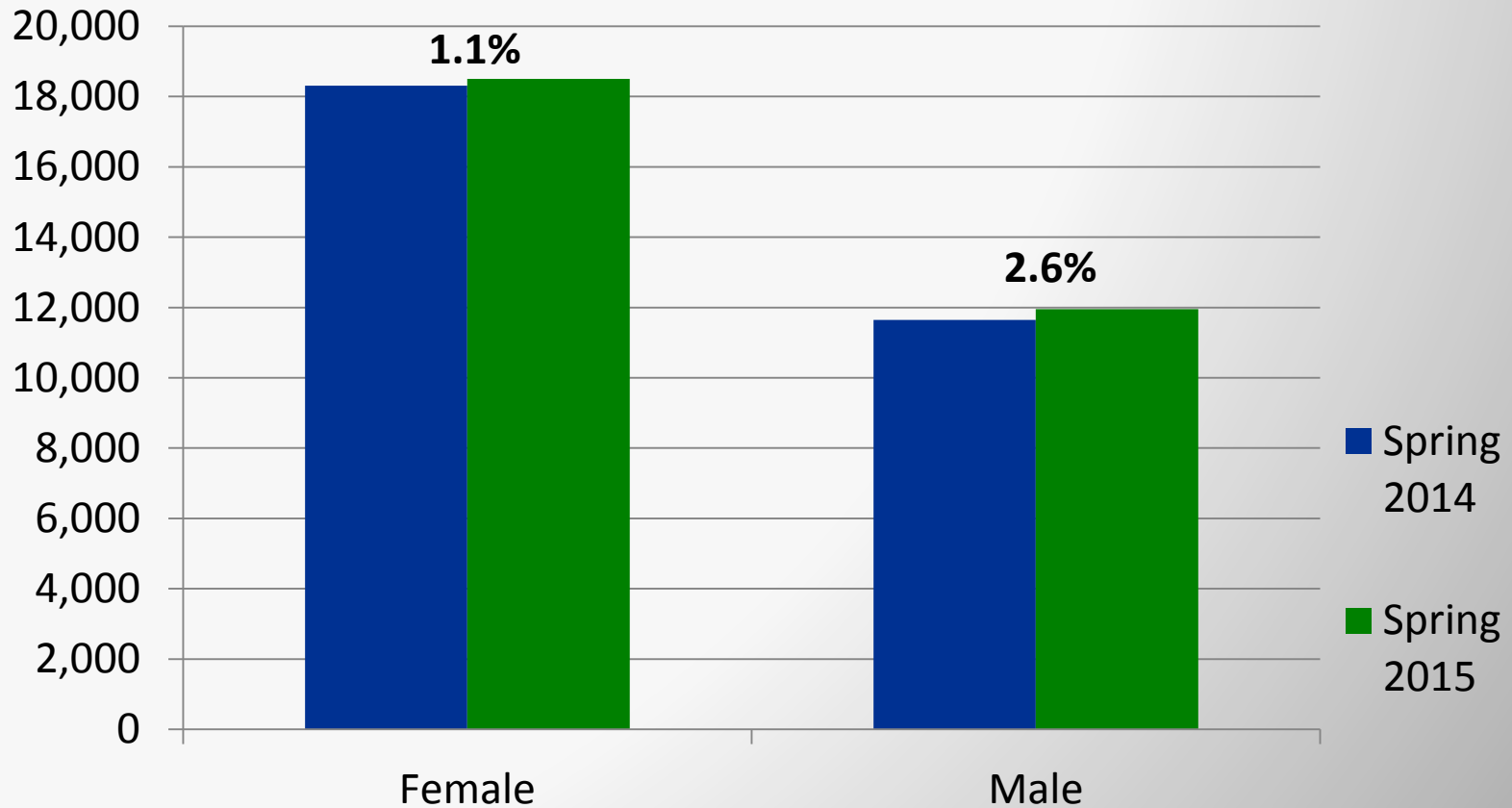
Source: BI – Headcount Enrollment By Day Dashboard, Data Extracted January 12, 2015



## Headcount by Age

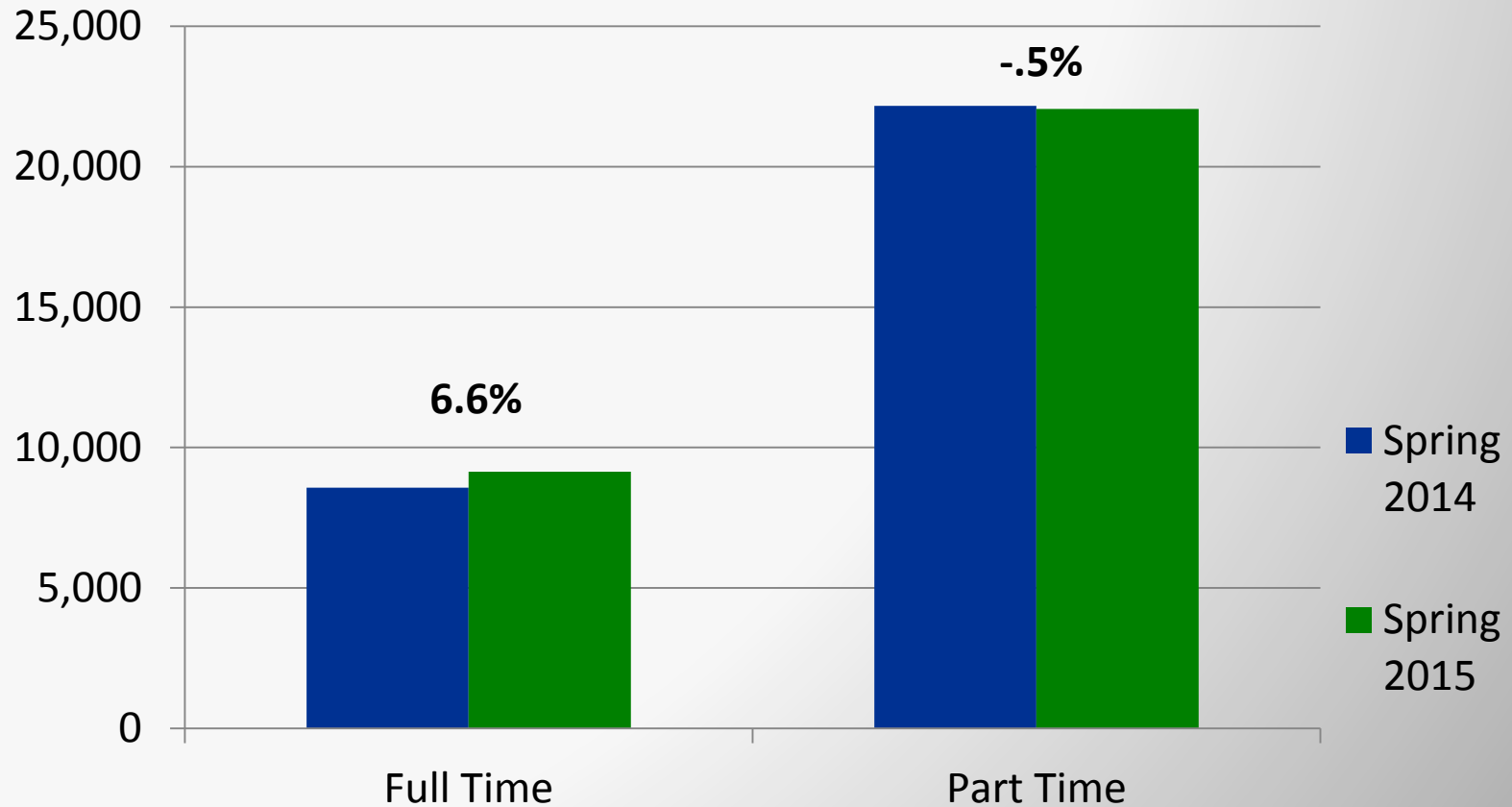
Source: BI – Headcount Enrollment By Day Dashboard, Data Extracted January 12, 2015





## Headcount by Gender

Source: BI – Headcount Enrollment By Day Dashboard, Data Extracted January 12, 2015



## Enrollment Status

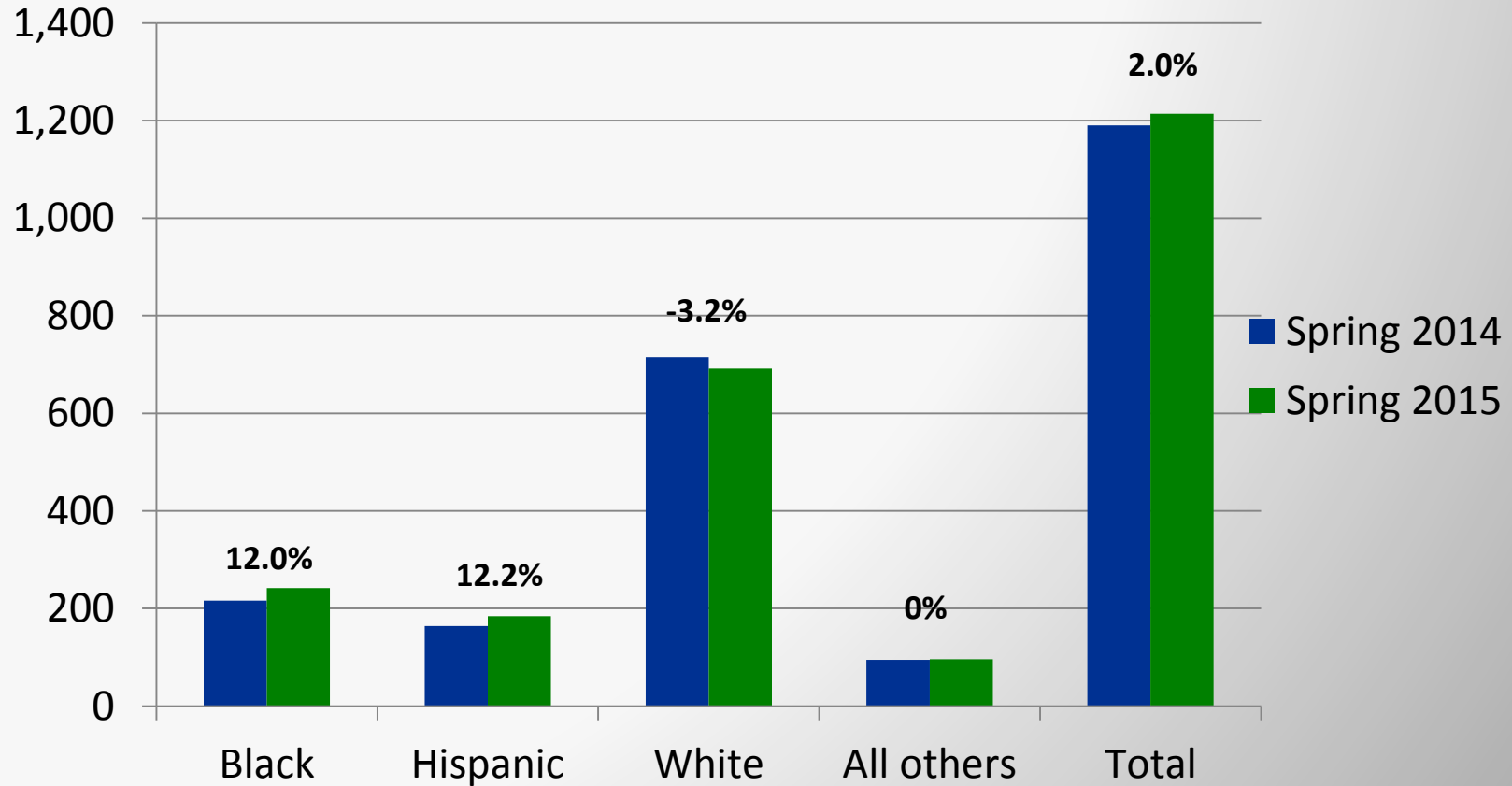
Source: BI – Headcount Enrollment By Day Dashboard, Data Extracted January 12, 2015

	Spring 2014	Spring 2015	% Change
1-6 Credits	11,734	11,734	1.7%
7-11 Credits	10,737	10,313	-4.3%
12 or more Credits	8,566	9,139	6.5%

# Credit Hour Distribution

Source: PS Query: number of credits by student.sql, Data Extracted January 12, 2015





## First Time in College

Source: BI – Headcount Enrollment By Day Dashboard, Data Extracted January 12, 2015

- **24,840 students awarded \$156 million!**
  - Average award package - \$6,310/yr.
- **Pell Grant – 17,615 students received \$ 57.3 million.**
  - Average award - \$3,252 per year.
- **Student Loans – 12,506 students, \$84 million.**
- Lower Division – average loan - \$ 4,662 per year
- Upper Division – average loan - \$ 6,328 per year

# Financial Aid Awards

- 1.5% increase in student headcount and 2.0% increase in Student Semester hours
- 6.6% Increase in Baccalaureate Enrollment
- 5.7% Increase in New Students
- 2.0% Increase in overall FTIC
- 12% Increase in FTIC African American students
- 12.2% Increase in FTIC Hispanic students
- 3.2% increase in 25 and under age population

## Noteworthy Observations




# Questions



January 20, 2015

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College  
**FROM:** William D. Law, Jr., President   
**SUBJECT:** FY14-15 July 1 – December 31 Financial Report

Attached for information is the financial report for FY14-15 through December 31<sup>st</sup>.

Financial Report Highlights:

- Total operating revenue is approximately \$1 million above the budgeted revenue estimate through December primarily due to increased enrollment, which drives student tuition and fee revenues. Overall, the college has reached 78% of budgeted tuition for the year.
- Total operating costs, which include the recognition payment, are at the budgeted estimate through December. While non-personnel expenses are lower than estimated, personnel expenses are higher than the original budget estimate due to the approved recognition pay that occurred in December. Excluding the recognition payment, personnel expenses are at the budget estimate.

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

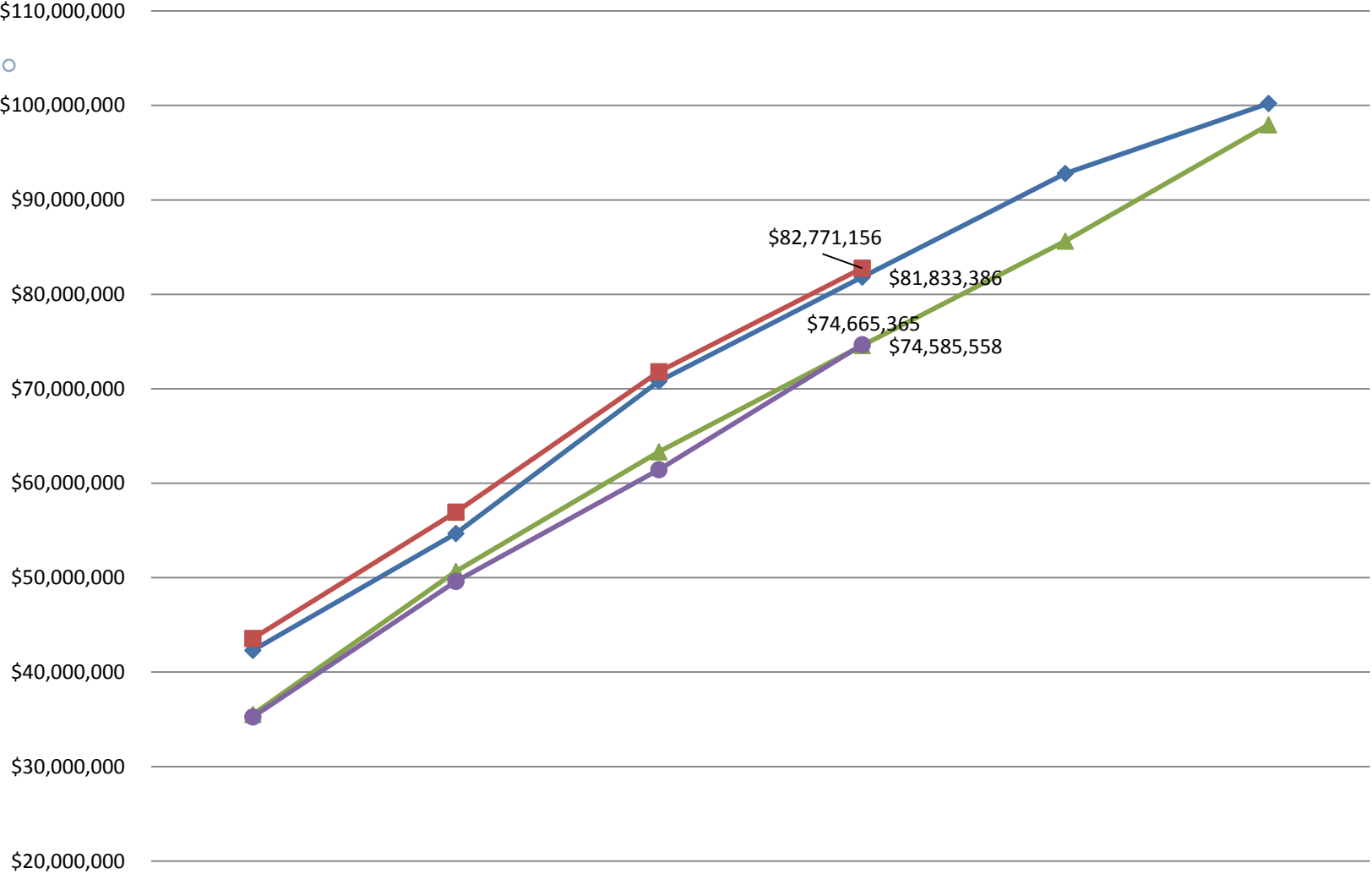




**St. Petersburg College  
Board of Trustees  
Monthly Financial Report**

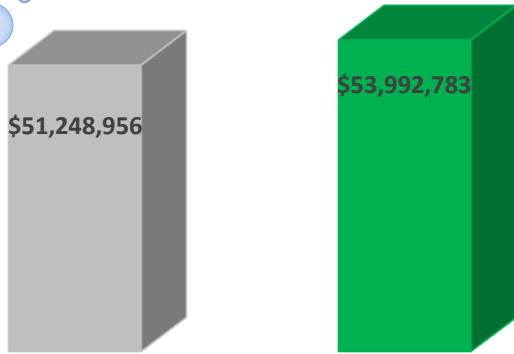
**Jamelle Conner  
January 2015**

# St. Petersburg College FY14-15 Fund 1 Actuals



# Revenue Focus

YTD Student Tuition and Fees



Prior Year

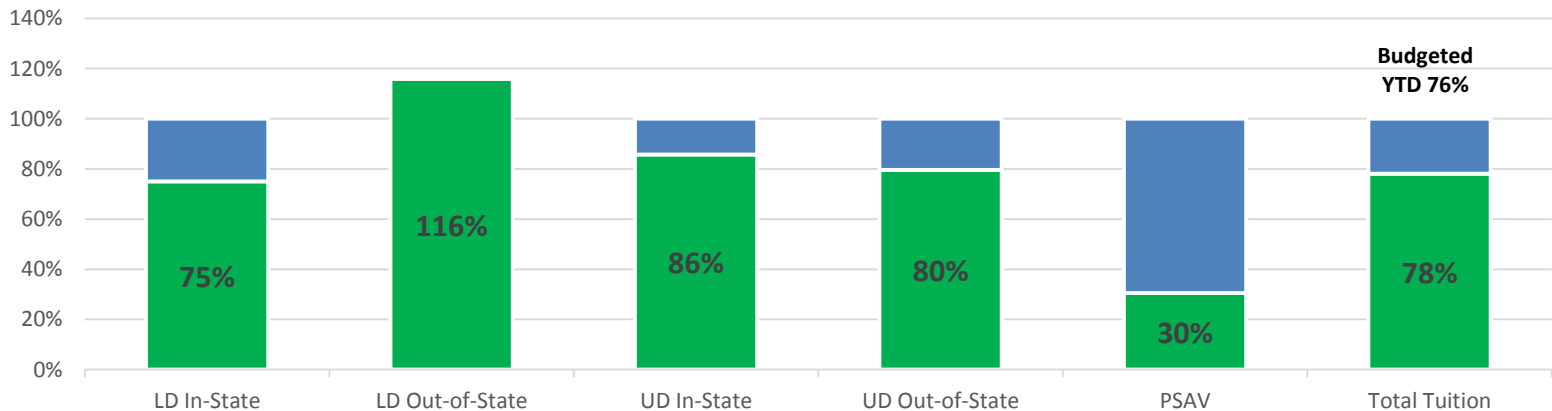
Current Year

## ST. PETERSBURG COLLEGE

FY14-15 OPERATING BUDGET TO ACTUAL REPORTING: July 1 - Dec 31

Revenue	FY14-15 Budget	FY14-15 Actual	% YTD Actual to Total Budget	% Tracking to YTD Budget
Student Tuition & Out-of-State Fees	\$ 58,937,969	\$ 45,992,600	78%	
State Appropriation - CCPF	\$ 53,145,924	\$ 26,740,912	50%	
State Appropriation - Lottery	\$ 15,540,962	\$ -	0%	
Operating Cost for New Facilities	\$ 336,168	\$ -	0%	
Learning Support Access Fee	\$ 1,931,748	\$ 1,445,918	75%	
Distance Learning Fee	\$ 3,563,035	\$ 2,846,852	80%	
Technology Fee	\$ 2,903,108	\$ 2,264,811	78%	
Lab Revenue Fees	\$ 1,714,401	\$ 1,442,602	84%	
Industry Certifications	\$ 150,000	\$ -	0%	
Other Revenues	\$ 3,390,893	\$ 1,431,859	42%	
Other Student Fees	\$ 1,681,635	\$ 605,603	36%	
Fund Transfers In	\$ 3,145,628	\$ -	0%	
Revenue Stabilization Reserve	\$ 2,173,009	\$ -	0%	
One-Time Non-Recurring Funds	\$ 2,433,328	\$ -	0%	
<b>Total Revenues - Fund 1x</b>	<b>\$ 151,047,808</b>	<b>\$ 82,771,156</b>	<b>55%</b>	<b>54%</b>

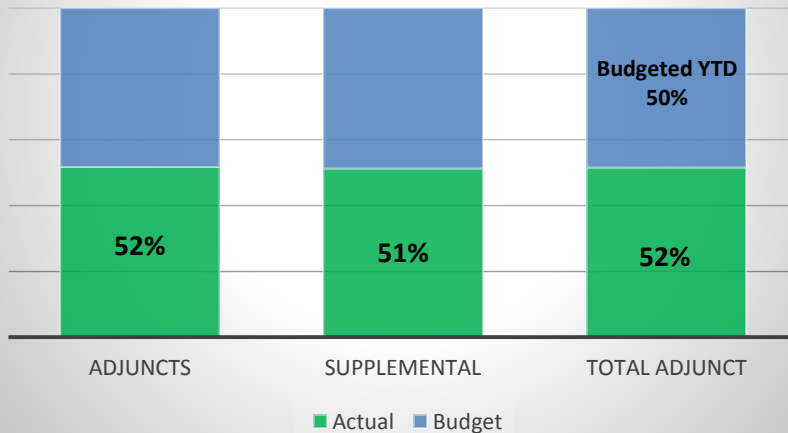
Tuition Revenue Tracking to Budget



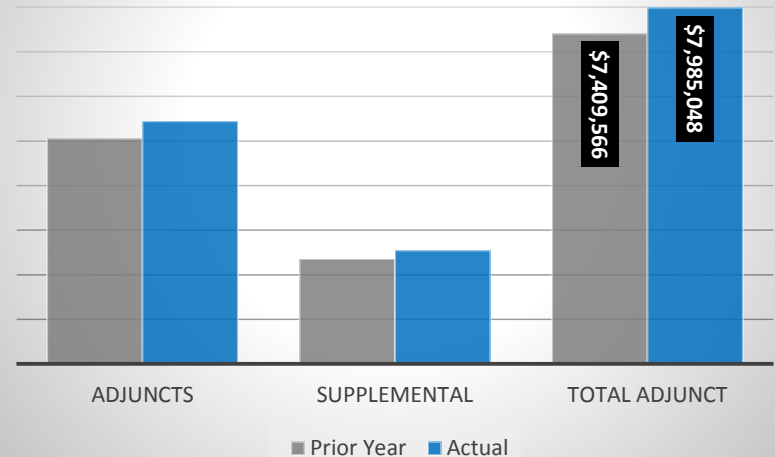
# Expense Focus

Operating Costs	FY14-15 Budget	FY14-15 Actual	% YTD Actual to Total Budget	% Tracking to YTD Budget
<b>Personnel &amp; Benefits</b>				
<b>Total Personnel &amp; Benefits</b>	\$ 116,590,454	\$ 60,713,890	52%	50%
<b>Current Expense</b>				
<b>Total Current Expense</b>	\$ 31,128,426	\$ 12,958,834	42%	46%
<b>Capital Spending</b>				
<b>Total Capital Spending</b>	\$ 3,328,929	\$ 992,641	30%	57%
<b>Total Operating Costs - Fund 1x</b>	\$ 151,047,810	\$ 74,665,365	49%	49%
<b>Total Remaining Funds (Surplus/Deficit)</b>	\$ 0	\$ 8,105,791		

## Adjunct Expense Tracking to Budget

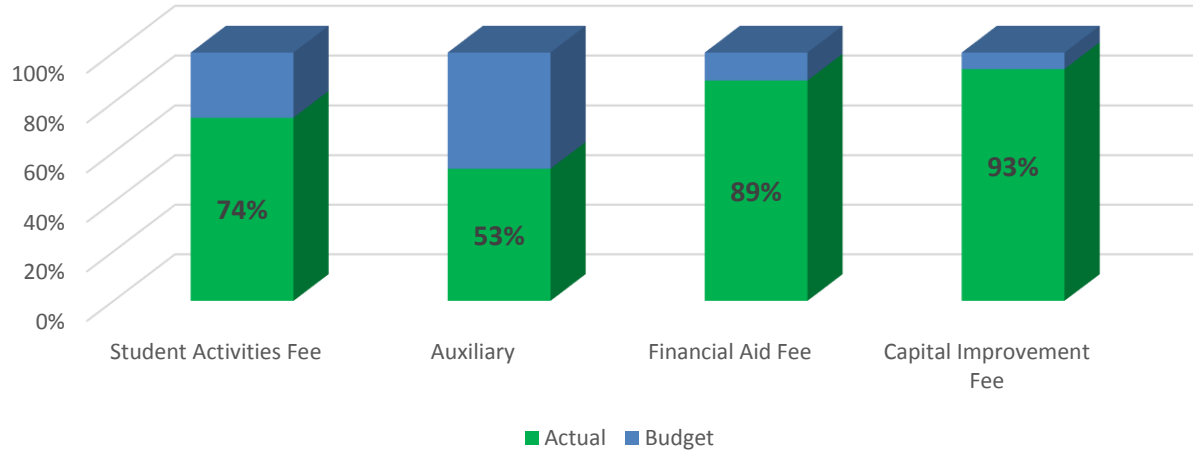


## Year Over Year Adjunct Expense Comparison

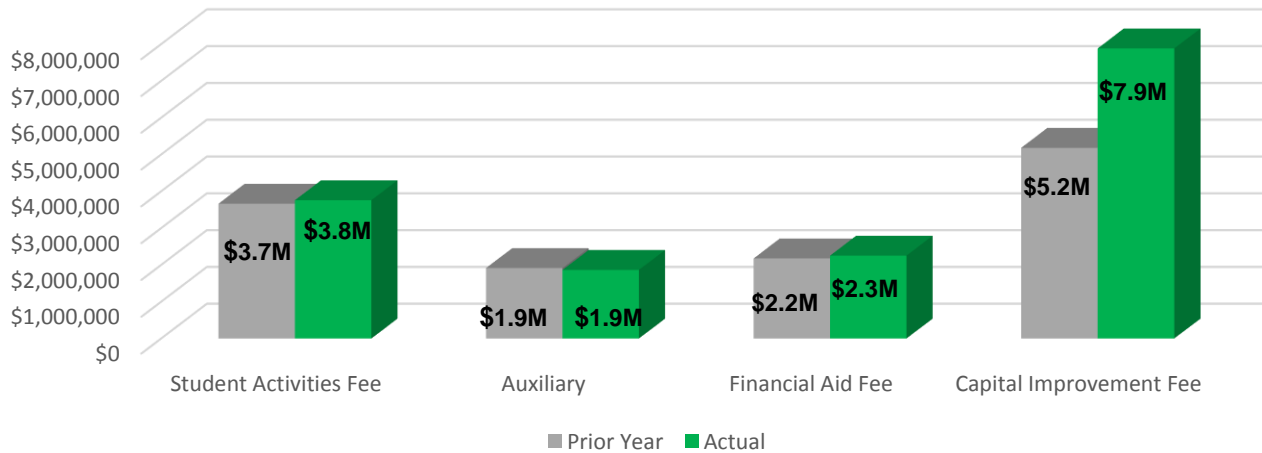


# Other Fund Revenue Focus

## Other Funds Revenue Tracking



## Year Over Year Other Funds Revenue Comparison






Questions?

January 20, 2015

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

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

**SUBJECT:** Approval of Guaranteed Maximum Price (GMP) for Construct Marine Science Labs and Classrooms, Bay Pines Center.

**Authorization is requested to approve the Guaranteed Maximum Price (GMP) of \$3,949,807, to issue all necessary purchase orders and to authorize the President to approve construction documents and related material to maintain the project schedule.**

Our Design/Build partners, Biltmore Construction and Rowe Architects, have submitted the project price and college academic and facilities staff have completed review of the project scope and budget. All are consistent with the Design Criteria Package that the college developed during the programming phase of the project.

The challenges associated with construction on an environmentally sensitive site are being realized, and they have guided us to develop an approach that will be iconic, functional and deliverable in a timely manner. Specifically:

- The building will be constructed on the upland area close to the roadway to maximize public visibility;
- The lower cost per square foot associated with the location compared to building on the peninsula will allow us to provide significant space for community use as well as opportunities for enhanced academic achievement (undergraduate research space);
- Building on the upland area provides advantages related to the project schedule. Projected completion is 12-18 months;
- Ready access to the waterfront is being incorporated into the site development plan;
- During the permitting phase with SWFWMD, we will focus on maximizing the amount of remaining buildable land for future development purposes.

Doug Duncan, Senior Vice President, Administrative/Business Services and Information Technology; Jim Waechter, Associate Vice President, Facilities Planning and Institutional Services; John Chapin, Dean, Natural Science, recommend approval.

January 20, 2015

**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:**

<b>HIRE Budgeted</b>			
<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
1/5/2015	Quesada,Candace	Budget,Planning&Compliance DO	Accounting Support Specialist
11/5/2014	Washington,Terry L	Corporate Training E&SS DO	Administrative Svcs Assistant
12/8/2014	Meyer,Julia M	Tech Prep - DO	Administrative Svcs Specialist
11/10/2014	Elliott,Theresa A	Academic & Student Affairs DO	Bus Devel Officer - Collab Lab
12/8/2014	Greenley,Bethany Susan	Counseling & Advisement TS	Career Outreach Specialist
1/5/2015	Ford,Joseph A	Custodial Services TS	Custodian
1/5/2015	Hutchinson,Jessica A	Custodial Services HC	Custodian
12/1/2014	Tran,Tuan N	Custodial Services SPG	Custodian
11/10/2014	Goshorn, Darcy B	Instructional Computing SE	Instructional Dsgn Specialist
1/12/2015	Chastain,Heather C	Nursing HC	Instructor
11/17/2014	Shaw,Karen L	Institutional Research DO	Research Specialist
12/8/2014	Estrada,Mario R	Campus Security HC	Security Officer
11/24/2014	Fernandez,Joey	Campus Security TS	Security Officer
1/12/2015	Campbell,Wendell K	Campus Security HC	Security Officer
11/10/2014	Costello,Maureen Anne	Associate Provost CL	Sr Administrative Svcs Assist
11/17/2014	Comeau,Kimberly A	Associate Provost CL	Student Support Specialist
11/17/2014	Bailey,Mark-Anthony	Wellness DO	Wellness Coordinator

<b>TRANSFER/PROMOTION Budgeted</b>			
<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
1/5/2015	Italia,Mark P	Natural Science CL	Acting Chair, Natural Science
1/5/2015	Stubbs,Aimee Cekau	Special Programs	Director, Disability Resources
1/12/2015	Drexler,Amy	Instructional Computing SE	Instructional Dsgn Technician
11/22/2014	Simpkins,Alexandra Marie	Provost CL	Sr Administrative Svcs Speclst
11/8/2014	Gomez,Julie D	Associate Provost CL	Student Success Manager
12/8/2014	Lee,David A	Academic & Student Affairs SPG	Student Support Advisor
12/6/2014	Roldan,Carissa M	Provost CL	Student Support Specialist



**HIRE Temporary/Supplemental**

<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
1/12/2015	Grissett,Christopher N	Baccalaureate Programs/UPC	Adjunct Bach Prog.
1/12/2015	Hutton,Carrol S	College of Education TS	Adjunct Bach Prog.
1/12/2015	Miller,Darryl L	Business Technologies CL	Adjunct Bach Prog.
12/2/2014	Rossiter-Smith,Carla M	Business Administration EpiCtr	Adjunct Bach Prog.
1/6/2015	Cantrell,Tiffany	Dual Credit - AC	Contributed Service
12/8/2014	Rasmussen,Tiffany	Dual Credit - AC	Contributed Service
1/12/2015	Banks,Ian M	Baccalaureate Programs/UPC	Faculty - supplemental
1/12/2015	Begetis,Dimitrios	Mathematics TS	Faculty - supplemental
11/24/2014	Everhart,Colin M	Associate Provost HC	Faculty - supplemental
1/12/2015	Oakley,Shirley	Letters CL	Faculty - supplemental
1/12/2015	Rossi,Sheryl R	Nursing HC	Instructor, Temp HardToFill
1/12/2015	Ajmo,Craig T	Natural Science TS	Instructor, Temporary Credit
1/12/2015	Aliberto,Kylie N	Letters CL	Instructor, Temporary Credit
1/2/2015	Ardila,Michelle	Letters TS	Instructor, Temporary Credit
1/12/2015	Backus,Timothy W	Natural Science TS	Instructor, Temporary Credit
1/12/2015	Boone,Mikaela P	Letters CL	Instructor, Temporary Credit
1/12/2015	Capparelli,Adam C	Social Science SE	Instructor, Temporary Credit
1/12/2015	Carlson,Jeannie	Letters SE	Instructor, Temporary Credit
1/12/2015	Cheskidov,Petr A	Mathematics SPG	Instructor, Temporary Credit
1/12/2015	Chiaracane,Philip	Mathematics SPG	Instructor, Temporary Credit
1/12/2015	Cook,Meghan L	Natural Science SE	Instructor, Temporary Credit
1/12/2015	Coraggio,Penny J	College of Education TS	Instructor, Temporary Credit
11/24/2014	Donovan,Kimberly	Veterinary Technology HC	Instructor, Temporary Credit
1/12/2015	Fay,Robert H	Mathematics SPG	Instructor, Temporary Credit
1/12/2015	Fiore,Jennifer E	Fine & Applied Arts CL	Instructor, Temporary Credit
1/12/2015	Foulk,Zachary H	Dual Credit - AC	Instructor, Temporary Credit
1/12/2015	Gustafson,John S	Social Science TS	Instructor, Temporary Credit
1/12/2015	Huff,Kimberly A	Mathematics SPG	Instructor, Temporary Credit
1/12/2015	Jackson-Smith,Lori M	Letters SPG	Instructor, Temporary Credit
1/12/2015	Juneja,Kashmir S	Natural Science TS	Instructor, Temporary Credit
1/12/2015	Kalligas,Soultana L	Foreign Language TS	Instructor, Temporary Credit
1/12/2015	Kiernan,Nancy C	Mathematics SPG	Instructor, Temporary Credit
1/12/2015	Lugo,Edward	Fine & Applied Arts TS	Instructor, Temporary Credit
1/12/2015	Manty,Brian A	Natural Science CL	Instructor, Temporary Credit
1/12/2015	Melaika,Nader	Mathematics CL	Instructor, Temporary Credit
1/12/2015	Mikell,Edward S	Mathematics SPG	Instructor, Temporary Credit
1/12/2015	Moore,Darice L	Letters SE	Instructor, Temporary Credit
1/12/2015	Nevins,Mary A	Letters TS	Instructor, Temporary Credit
1/12/2015	O'Riorden,Laura E	Natural Science SE	Instructor, Temporary Credit
11/18/2014	Reynolds,Joseph M	Fine & Applied Arts SE	Instructor, Temporary Credit
1/1/2015	Robinson,Amy J	Letters SPG	Instructor, Temporary Credit
1/12/2015	Roop,Karen	Letters CL	Instructor, Temporary Credit
1/12/2015	Simonaitis-Castillo,Vida K	Natural Science SPG	Instructor, Temporary Credit
1/12/2015	Snyder,Kevia	Mathematics SPG	Instructor, Temporary Credit
1/12/2015	Timofeeva,Olga	Mathematics SPG	Instructor, Temporary Credit
1/12/2015	Uruena-Agnes,Adriana	Social Science CL	Instructor, Temporary Credit
12/8/2014	Voitseshko,Tetiana	Mathematics TS	Instructor, Temporary Credit
1/12/2015	Wakefield,Melodie Ann H	Natural Science TS	Instructor, Temporary Credit

1/5/2015	Dudley,Lisa M	Academic & Student Affairs SE	OPS Career Level 1
1/5/2015	Ray,Anna M	Academic & Student Affairs DO	OPS Career Level 1
1/5/2015	Francey,Diane E	Academic & Student Affairs DO	OPS Career Level 2
1/6/2015	Neale,Pamela S	Business Technologies SPG	OPS Career Level 2
12/1/2014	Pernayan,Rosalind B	Academic & Student Affairs DO	OPS Career Level 3
1/14/2015	Shaw,Marilyn R	Marketing&Strat Communications	OPS Career Level 3
11/18/2014	Devries,Jenina M	Student Activities HC	OPS Career Level 5
12/8/2014	Flannery,Kathryn L	Learning Resources DO	OPS Career Level 5
12/6/2014	Romanelli,Briana E	Learning Resources DO	OPS Career Level 5
11/19/2014	Barlow,Alison A	Corporate Training DO	OPS Professional
12/4/2014	Brian,Aric J	Fine & Applied Arts SPG	OPS Professional
12/13/2014	Gill,Lynette S	Central Records DO	OPS Professional
1/5/2015	Gonzalez,Alexander H	Academic & Student Affairs SPG	OPS Professional
1/12/2015	Ellis,Joshua Thomas	Information Systems DO	OPS Technical Intern
1/12/2015	Jones,Ryan Alex	Admin Information Systems DO	OPS Technical Intern
1/12/2015	PickereI,Justin Lee	Information Systems DO	OPS Technical Intern
12/1/2014	Callahan,Doyle William	Corporate Training DO	Professional Trainer
1/12/2015	Howard Jr,James C	Criminal Justice AC	Professional Trainer
1/12/2015	Lamar,Monica T	Criminal Justice AC	Professional Trainer
12/15/2014	Lane,Kenneth W	EMS/CME - HC	Professional Trainer
12/1/2014	Moore,Richard C	Fire Science AC	Professional Trainer
11/24/2014	Richman,Scott D	Facilities Plan & Inst Svcs DO	Professional Trainer
12/1/2014	Zipeto,Mark C	EMS/CME - HC	Professional Trainer

<b>TRAVEL OUTSIDE THE CONTINENTAL UNITED STATES</b>			
<b>Effect. Date</b>	<b>Name</b>	<b>Department/Location</b>	<b>Title</b>
12/05/14-12/07/14	Gonzalez, Alexander	Athletics SPG	Student Support Advisor/Assistant Coach

The purpose of this trip was to visit San Juan, Puerto Rico, to recruit athletes for the volleyball team. The benefit to the College is to bring high caliber athletes to St. Petersburg College.

Funded by the Athletics Department. Total estimated cost to the College is \$1,326.37.

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01/10/15-03/15/15	Esser, Joni	Nursing HEC	Instructor
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The purpose of this trip is to visit Johannesburg, South Africa, to provide nursing care on the Mercy ship. There will be an intercultural exchange with nursing classes within the AND and BSN programs. This is an approved College sabbatical.

Funded by the Nursing Department. Total estimated cost to the College is \$1,562.10.

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02/08/15-02/14/15	Hernandez, Roberto	Ctr for Publ Safety Innovation AC	Instructor
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The purpose of this trip is community policing in San Salvador, El Salvador. Travel is a requirement of the contract to support ongoing training activities. The benefit to the College is to provide for nationally and internationally recognized training programs.

Funded by the Center for Public Safety Innovation. Total estimated cost to the College is \$2,059.80.

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02/25/15-03/02/15	Moriarty, Christian	Ethics SPG	Instructor
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The purpose of this trip is to visit the International Center for Academic Integrity Conference in Vancouver, Canada. The theme at this year's integrity conference is "Integrity in the Real World," a subject that furthers SPC's mission of promoting student success. The benefit to the College is information on use of technology in cheating, proper research, and best-practice methods of encouraging integrity in our students and assuring it in their work.

Funded by the Center of Excellence for Teaching and Learning. Total estimated cost to the College is \$1,565.84

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05/07/15-05/17/15	Modrakovic, Janet	Veterinary Technology HEC	Instructor
05/07/15-05/17/15	Meyer, Kathleen	Veterinary Technology HEC	Instructor

The purpose of this trip is to visit Playa Blanca, Palma in Costa Rica, to offer St. Petersburg College students the educational opportunity to compare the duties of veterinary technicians in the US vs Costa Rica and to provide service learning to students. The benefit to the College is to contribute to the international education of students by providing opportunities that encourage global awareness and perspectives.

Funded by the Veterinary Technology department. Total estimated cost to the College is \$5,537.02

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05/17/15-06/14/15	Madden, Lori	Communications TS	Instructor
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The purpose of this trip is to visit San Jose, Costa Rica, and to offer St. Petersburg College students an educational opportunity to learn the Spanish foreign language and experience the culture of Costa Rica. The benefit to the College is to contribute to the international education of students by providing opportunities that encourage global awareness and perspectives.

Funded by the Communications department. Total estimated cost to the College is \$1,832.34.

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06/08/15-06/19/15	Joyce, Dawn	Communications CL	Instructor
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The purpose of this trip is to visit, Auckland, New Zealand, and to offer St. Petersburg College students an educational opportunity in New Zealand and Australia. The benefit to the College is to contribute to the international education of students by providing opportunities that encourage global awareness and perspectives.

Funded by Communications department. Total estimated cost to the College is \$1,060.39.

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

Ssw1

St. Petersburg College

**SPC**



**Fall 2014 Course Success**

*Board Of Trustees Meeting*

*January, 2015*

*The Course Success Rate is the number of A, B, and C letter grades divided by the overall number of grades.*

A, B, C  
A, B, C, D, F, W, WF, I

All Students	Number of Grades	Success Rate
Fall 2012	95,949	74.8%
Fall 2013	93,528	76.9%
Fall 2014	95,253	76.2%

*Note: Success rates exclude Pass/Fail Grading basis courses and audits.*

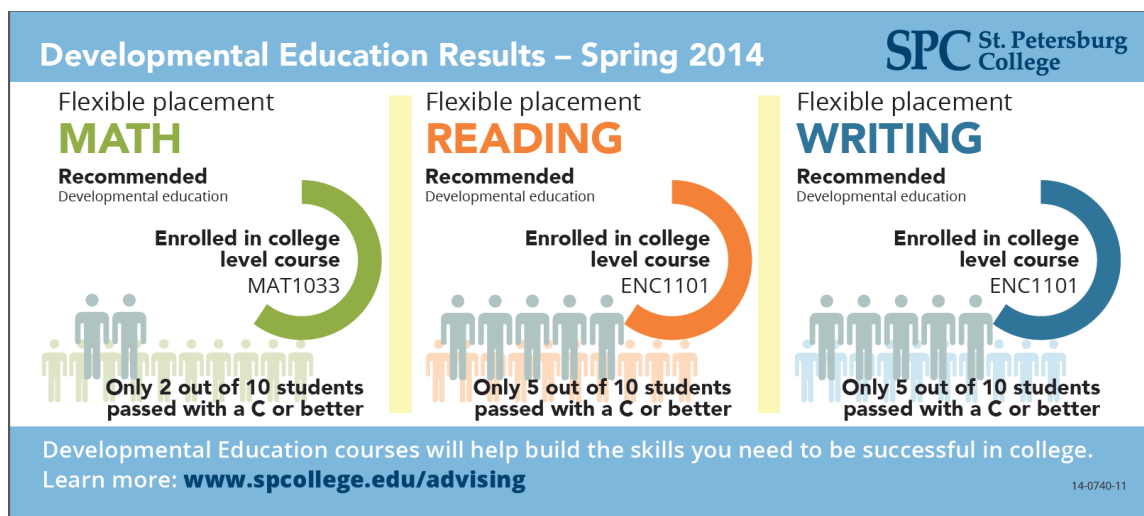
# Course Success Rates

	Fall 2012	Fall 2013	Fall 2014	Two Year Diff	One Year Diff
FTIC Students	69.4%	74.6%	68.5%	-0.9%	-6.1%
Gender					
<i>Male</i>	64.3%	70.7%	63.9%	-0.4%	-6.8%
<i>Female</i>	74.1%	77.8%	72.2%	-1.9%	-5.6%
Ethnicity					
<i>Black/African American</i>	57.6%	67.0%	53.5%	-4.1%	-13.5%
<i>Hispanic/Latino</i>	70.4%	77.8%	72.6%	2.2%	-5.2%
White	71.3%	75.2%	70.6%	-0.7%	-4.6%
Male/Ethnicity					
<i>Black/African American Male</i>	51.3%	65.1%	47.8%	-3.5%	-17.3%
<i>Hispanic/Latino Male</i>	66.3%	72.8%	66.6%	0.3%	-6.2%
<i>White Male</i>	65.3%	70.8%	66.4%	1.1%	-4.4%

*Note: Success rates exclude Pass/Fail Grading basis courses and audits. FTIC refers to students who are First-Time-in-College (FTIC).*

# FTIC Comparison

- Have a 'choice' regarding taking a placement test or participating in Dev Ed courses.
- Evaluated using a prediction model based on prior performance.
- Provided a *Likely College Ready, Dev Ed Recommended*, or *Dev Ed Strongly Recommended* prediction in each developmental education area.



# Flexible Placement Students

Courses	All FTIC Students	Likely College Ready	Dev Ed Recommend	Dev Ed Strongly Recommend
<b>Math Recommendations</b>				
MAT 1033 and MAT 1100	56.6%	60.1% (557)	41.7% (252)	35.6% (160)
Developmental Ed Courses	53.0%	40.9% (22)	52.0% (152)	47.9% (140)
<b>Writing Recommendations</b>				
ENC 1101	69.9%	71.1% (967)	58.2% (189)	50.4% (131)
Developmental Ed Courses	72.7%	78.0% (50)	80.4% (56)	62.9% (62)
<b>Reading Recommendations</b>				
ENC 1101	69.9%	73.3% (859)	58.4% (262)	48.8% (166)
Developmental Ed Courses	73.1%	88.9% (9)	86.1% (36)	59.3% (27)

Note: Success rates exclude Pass/Fail Grading basis courses and audits.

# Prediction Model Outcomes



All Courses	Fall 2014 [Flex Placement Not Taking College Recommend]	Fall 2014 [Flex Placement Taking College Recommend]	Diff
Overall FTIC Flex Placement	730	1,094	---
Overall FTIC	55.3%	70.5%	-15.2%
Male	51.7%	67.2%	-15.5%
Female	58.2%	72.8%	-14.6%
Black/African American	42.6%	55.7%	-13.1%
Hispanic/Latino	61.7%	75.6%	-13.9%
White	57.8%	72.0%	-14.2%
Black/African American Male	37.6%	55.7%	-18.1%
Hispanic/Latino Male	53.4%	73.4%	-20.0%
White Male	55.6%	68.1%	-12.5%

*Note: Success rates exclude Pass/Fail Grading basis courses and audits. Groups defined by Custom Cohort and Dev Ed Exempt Student Group.*

# Impact of Dev Ed Reform

	Count	Success Rate
All Taking Courses Not Recommended	730	55.3%
Taking 1 Course Not Recommended	405	59.9%
Taking 2 Courses Not Recommended	224	51.9%
Taking 3 Courses Not Recommended	101	45.1%

*Note: Success rates exclude Pass/Fail Grading basis courses and audits. Groups defined by Custom Cohort and Dev Ed Exempt Student Group.*

# Impact of Dev Ed Reform

	Count	Number Enrolled in Spring	Percent Enrolled in Spring
All Taking Courses Recommended	1,094	916	83.7%
All Taking Courses Not Recommended	730	576	78.9%
Taking 1 Course Not Recommended	405	323	79.8%
Taking 2 Courses Not Recommended	224	178	79.5%
Taking 3 Courses Not Recommended	101	75	74.3%

*Note: Success rates exclude Pass/Fail Grading basis courses and audits. Groups defined by Custom Cohort and Dev Ed Exempt Student Group.*

# Impact of Dev Ed Reform

- The one-year course success rate is now lower all FTIC student groups.
- Recent legislation has allowed students to decide whether or not to participate in Dev Ed courses.
- FTIC Flex Placement students taking Gateway courses against college recommendations have significantly lower course success rates (lower by 12.5% to 20.0%).
- These same students are also being retained at a lower rate.

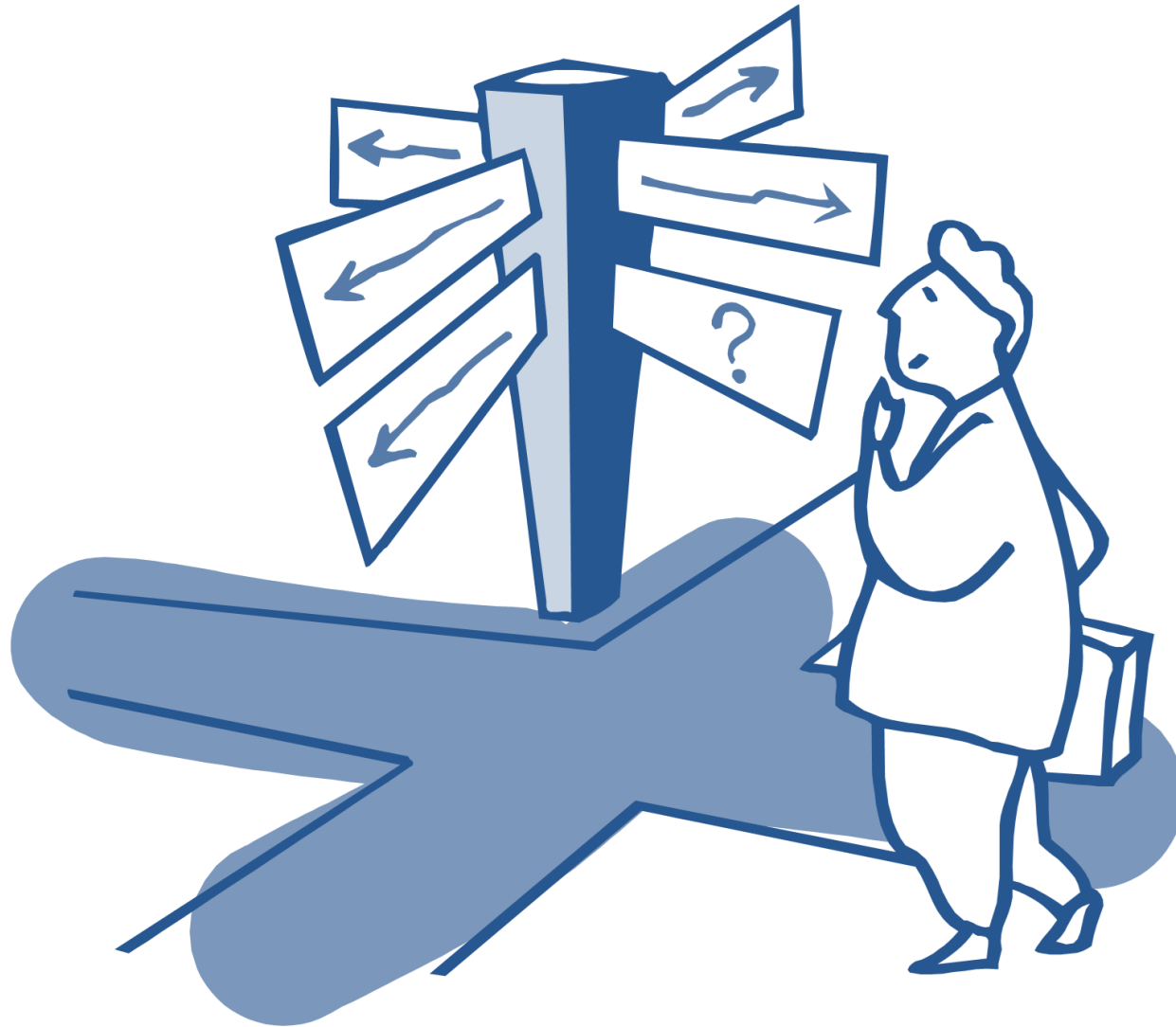
## Noteworthy Observations

## Issues to be considered prior to Fall 2015

- Review New Student Orientation and SLS1101 policies for Dev Ed recommended students
- Review student support mechanisms for Dev Ed recommended students taking a 2<sup>nd</sup> or 3<sup>rd</sup> attempt
- Consider requiring college-level math and communications to be completed prior to a specific credit-hour milestone.

## Other Considerations

# Questions?




St. Petersburg College

**SPC**

January 20, 2015

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

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

**SUBJECT:** Florida College System Foundation – Collaboration and Alignment Grant

**Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the Florida College System Foundation (FCSF), by St. Petersburg College for the Collaboration and Alignment Grant (CAG) Program. Permission is also sought to accept an estimated \$10,000 in funding over a seven-month 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 purpose of this project is to facilitate partnerships between Florida College System institutions and their school district to increase higher education faculty knowledge of the Florida Standards. In conjunction with Pinellas County Schools (PCS), SPC will develop the Pinellas Florida Standards Collaboration (PFSC). The goal of this partnership is to increase collaboration around college readiness between the two institutions through open and proactive conversations and activities. Inclusive of representatives from both SPC and PCS, the PFSC Core Team will lead a coordinated effort focused on the alignment of instructional strategies between high school College Prep Math and English classes and college-level developmental education and gateway Math and Communication courses. Two cross-institutional convenings will be held for SPC and PCS representatives to: 1) identify points of instructional strategy alignment; 2) implement proposed strategies; and 3) pinpoint areas for uniformed formatting of lesson plans. From the convenings, the PFSC Core Team will develop informational guides that will summarize discussions, specify the aligned instructional strategies, and detail recommended trainings.

The estimated period of performance will be from October 17, 2014 through June 1, 2015. The total project budget is projected to be \$10,000 over a seven-month period. See attached Information Summary for additional information.

Anne Cooper, Senior Vice President, Instruction and Academic Programs; Suzanne L. Gardner, General Counsel; Jimmy Chang, Dean, Mathematics; Kimberly Hartman, Dean, College of Education; and Martha Campbell, Dean, Communications, recommend approval.

Attachment

ks0106152

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

**Date of BOT Meeting:** January 20, 2015

**Funding Agency or Organization:** Florida College System Foundation

**Name of Competition/Project:** Collaboration and Alignment Grant (CAG)

**SPC Application or Sub-Contract:** SPC Application

**Grant/Contract Time Period:** **Start:** 10/17/14 **End:** 6/1/15

**Administrator:** Jimmy Chang

**Manager:** TBD

**Focus of Proposal:**

Through the Pinellas Florida Standards Collaboration (PFSC), SPC and PCS teachers, faculty and administration will build on its existing partnership to continue to bridge these gaps through open and proactive conversations and activities centered on the Florida Standards and college readiness. The goal of the PFSC project is to increase the knowledge of and collaboration around Florida Standards between SPC and PCS. Through a PFSC Core Team, the project will yield a coordinated effort focused on the alignment of instructional strategies between high school College Prep Math and English classes and college-level developmental education and gateway Math and Communication courses. Two cross-institutional convenings will be held for SPC and PCS representatives to: 1) identify points of instructional strategy alignment; 2) implement proposed strategies; and 3) pinpoint areas for uniformed formatting of lesson plans. From the convenings, the PFSC Core Team will develop informational guides that will summarize discussions, specify the aligned instructional strategies, and detail recommended trainings.

**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	\$ 4,000
Fringe	\$ 560
Contractual (PCS)	\$ 1,300
Trainings/Meetings	<u>\$ 4,140</u>
Total Budget	\$ 10,000

**Funding:**

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$ 10,000
Total amount from funder:	\$ 10,000




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:**

Value(s):	<ol style="list-style-type: none"> <li>1. Professional Development</li> <li>2. Academic Excellence</li> <li>3. Partnerships</li> </ol>
Strategic Initiative(s):	<ol style="list-style-type: none"> <li>1. Faculty and Staff Development</li> <li>2. Improved Processes</li> <li>3. Instructional Support</li> </ol>
Strategic Activity(ies):	<ol style="list-style-type: none"> <li>1. Comprehensive Staff Training</li> </ol>

January 20, 2015

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College  
**FROM:** William D. Law, Jr., President   
**SUBJECT:** Informational Report - Department of Education – TRIO Student Support Services Program Grant Proposed Design

This Memo is for informational purposes regarding the plan to submit two proposals to the U.S. Department of Education (DOE) for the TRIO Student Support Services (SSS) Program Grant. The proposals are due February 2, 2015 and therefore are still under development.

The goal of the SSS program is to increase the number of disadvantaged, low-income, first-generation and disabled students in the United States who successfully complete a program of study at the postsecondary level. The DOE strongly encourages institutions to serve high numbers of student who fall into their priority group: enrolled degree-seeking students who are both low-income and first-generation or are both low-income and have a disability. This program will provide high-needs students enhanced support services including in-depth assessments, academic tutoring, financial literacy, mentoring and grant aid (scholarships). Services will be delivered by dedicated SSS advisors on each of the identified campuses. As a result, participants will be better equipped to successfully complete their college degree and/or transfer in good academic standing.

SPC is proposing to submit the following two applications – the first for a continuation of services at the previously served campuses and the second will expand services to additional campuses.

- 1) This proposal will support the continuation of the current SSS Program located on the Clearwater and St. Petersburg/Gibbs campuses serving 160 students per year. As a continuation grant SPC is required to serve the same number of students (160) on the same campuses and request the same annual budget (\$281,510) as in funding year FY12. The total grant amount for five years is \$1,407,550. It is estimated that the College will continue to contribute \$90,997 per year to support additional staff and other expenses not covered by the funding.
- 2) This new proposal, will expand services to 2-3 new campuses, as funds allow, and will mirror the current SSS program at SPC's Clearwater and St. Petersburg/Gibbs campuses. As a new proposal, SPC is required to serve a minimum of 140 students per year and remain below the funding cap of \$220,000/per. The total grant amount for five years is estimated at \$1,100,000. It is estimated that the College will contribute \$95,000 per year to support additional staff and other expenses not covered by the funding.


A formal BOT and GIS will be forthcoming for board approval, once decisions have been made regarding the budget and the selection of the additional campuses.

Submitted by Tonjua Williams, Senior Vice President, Student Services; Linda Hogans, Executive Director, Special Programs; and Jackie Skryd, Executive Director, Grants Development.

January 20, 2015

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

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

**SUBJECT:** Quarterly Informational Report of Exempt and Non-Exempt Purchases

This informational report includes purchases above Category 2 (currently \$35,000.) but not exceeding Category 5 (\$325,000.) as specified in Board of Trustee's Rule 6Hx23-5.12. These transactions during the preceding quarter have been approved by the President's designee and may be exempt from the bidding procedure pursuant to the State Board of Education Procurement Requirements 6A-14.0734.

Because each transaction stands on its own and does not occur in sequence with other transactions, a cumulative dollar amount is not implied when the same vendor appears more than once on the report. A summary appears at the end of the report, grouping vendors that appear on the report more than once, showing a total for each during the period.

The acronyms "SBE" and "BOT" stand for the State Board of Education and the St. Petersburg College Board of Trustees, respectively.

**The listing is by Purchase Order Number:**

- 1. P.O. #93066 – The Music Gallery** – This is in the amount of **\$70,586.00** for a rosewood digital piano, teaching console, lab expansion kit and installation. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption I: "Single source ..." **Recommended** by Karen Kaufman White, Provost, SPG, and approved by Anne Cooper, Senior Vice President of Instruction and Academic Programs.
- 2. P.O. #93433 – Prolifics Application Services Inc** – This is in the amount of **\$92,344.00** for services and assistance for application lead of new project development in PeopleSoft, start date January 2015 for 952 hours. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption H: "Information technology ..." **Recommended** by Doug Duncan, Senior Vice President of Administrative/Business Services and Information Technology, and approved by Doug Duncan, Senior Vice President of Administrative/Business Services and Information Technology.

**Change orders listed in numeric order:**

1. **P.O. #91323 – Assessment Technologies Institute:** This change order is in the amount of **\$69,000** increase (new total is \$195,000.00). To provide textbooks, DVDs, and assessment and review program for the College of Nursing for the period of July 1, 2014 to June 30, 2015. **Authority:** SBE & BOT Rule 6Hx23-5.12, Exemption A: “Educational tests, textbooks...” **Recommended** by Susan Baker, Dean, College of Nursing, and approved by Anne Cooper, Senior Vice President of Instruction and Academic Programs.

**Summary of Vendors Appearing More Than Once (exclusive of change orders)**

N/A

**For Information: Excerpt from Board of Trustees Rule 6Hx23-5.12 Purchasing**

All non-exempt purchases exceeding the Category Two threshold amount [\$35,000] as specified in Section 287.017, Florida Statutes, require a formal sealed competitive solicitation requested from at least three responsible vendors, when possible. In addition, competitive solicitation awards exceeding the Category Five threshold amount [\$325,000] as specified in Section 287.017, Florida Statutes, must be approved by the Board of Trustees. Whenever two or more such solicitations, which are equal with respect to price, quality, and service, are received for the procurement of commodities or services, a solicitation response received from a business that certifies it has implemented a drug-free workplace program as specified in Section 287.087, Florida Statutes, shall be given preference in the award process. In the event it is desired to competitively solicit commodities or services that are included in the exempt from competitive solicitation category, the competitive solicitation must originate through Purchasing.

**The following are exceptions to competitive solicitations:**

- A. Purchases under Sections 946.515 (PRIDE) and 946.519 (The State Department of Corrections), Florida Statutes.
- B. Educational tests, textbooks, instructional materials and equipment, films, filmstrips, video tapes, disc or tape recordings or similar audiovisual materials, and computer-based instructional software.
- C. Library books, reference books, periodicals, and other library materials and supplies.
- D. Purchases at the unit or contract prices established through competitive solicitations by any unit of government established by law or non-profit buying cooperatives.
- E. Food.
- F. Services or commodities available only from a single or sole source.

G. Professional services, including, but not limited to artistic services, instructional services, health services, environmental matters, attorneys, legal services, auditors, and management consultants, architects, engineers, and land surveyors. Services of architects, engineers, and land surveyors shall be selected and negotiated according to Section 287.055, Florida Statutes. For the purposes of this paragraph, “professional services” shall include services in connection with environmental matters, including, but not limited to the removal of asbestos, biological waste, and other hazardous material.

H. Information technology resources defined as all forms of technology used to create, process, store, transmit, exchange, and use information in various forms of voice, video and data and shall also include the personnel costs and contracts that provide direct information technology support consistent with each individual college’s information technology plan.

I. Single Source procurements for purposes of economy or efficiency in standardization of materials or equipment.

J. Emergency purchases not in excess of the Category Two threshold [\$35,000] as specified in Section 287.017, Florida Statutes as provided for in P6Hx23-5.123.


**(Rule Authority: State Board of Education Rule 6A-14.0734 Bidding Requirements.)**

This Quarterly Informational Report was compiled by Paul Spinelli, Director of Procurement, Asset Management and Auxiliary Services.  
PAS010715

January 20, 2015

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

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

**SUBJECT:** Quarterly Informational Report of Contract Items

This informational report includes executed contracts and/or items that have been approved by either the President or designee during the preceding Quarter and are being reported to the Board pursuant to Board of Trustees' Rule 6Hx23-5.903.

**Section A: Program Related Contracts**

1. Agreement with **AccessData Corporation** for the College to continue to use the course curriculum and materials for the Computer Forensics training as part of the Public Safety Institute. The Agreement provides software licenses for up to 30 students. The Agreement will commence January 1, 2015 and continue through December 31, 2015 at a cost to the College of \$2,507. This item was approved by Anne Cooper on October 10, 2014. Department—Public Safety Academies
2. Agreement with **Adobe Systems, Inc.** for a license to the Adobe Captivate 8 software to create engaging and interactive activities for the Florida TRADE Advanced Manufacturing Fundamentals course. The activities will enhance students' comprehension of complex course material and help them retain the information covered. The Agreement will commence as soon as possible and will be ongoing unless terminated by either party. The cost to the College for this Agreement will be \$299.99. This item was approved by Anne Cooper on December 11, 2014. Department—Florida TRADE, Natural Science
3. Agreement with **Articulate Global, Inc.** for the purchase of Articulate Storyline software to be used to create engaging and interactive activities for the Florida TRADE Advanced Manufacturing Fundamentals course. The activities will enhance students' comprehension of complex course material and help them retain the information covered. The cost to the College for this software will be \$699. The software purchase is subject to the terms of Articulate's End User License Agreement which will commence as soon as possible and be ongoing unless terminated by either party. This item was approved by Anne Cooper on October 20, 2014. Department—Florida TRADE, Natural Science

4. Amendment to the Agreement with **Augusoft, Inc.** to continue to provide the Lumens Pro Learning Management System for the day-to-day operation and management of Corporate Training's business solutions services. The Agreement was previously approved to include the annual subscription fee (\$22,000) for *Lumens Entrepreneur* and the annual customization subscription fee (\$8,000) for one year through July 31, 2015. Under terms of the Amendment, Augusoft will also provide the Lumens API interface for customization and use by the College. The cost for this Amendment will be an additional cost of \$1,692, which is a pro-rated amount from January 1, 2015 through July 31, 2015. This Amendment item was approved by Anne Cooper on December 17, 2014. Department—Corporate Training
5. Amendment to the **Augusoft, Inc.** Lumens Entrepreneur Subscription Agreement that will also allow the College to offer various classes, to SPC students, which are available through numerous providers on the Lumens registration portal. Augusoft will invoice the College monthly for classes enrolled in by SPC students. Although the total cost to the College cannot be determined at this time, it is anticipated that the annual cost may be approximately \$5,000. This cost will be offset by the anticipated student fee revenue associated with this Agreement which based on the foregoing is anticipated to be approximately \$10,000. Accordingly, after expenses, the annual net revenue to the College for this Amendment is expected to be approximately \$5,000. This item was approved by Anne Cooper on October 10, 2014. Department—Corporate Training
6. Agreement with **Avid Technology, Inc.** that will allow the College to continue as an Avid Learning Partner to provide training courses to students using Avid products. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for the renewal period will be \$3,000. This item was approved by Anne Cooper on December 19, 2014. Department—Humanities & Fine Arts
7. Amendment to the Affiliation Agreement with **BayCare Health System, Inc.** to provide clinical experience to students enrolled in Emergency Medical Services; Health Information Management; Radiography; Respiratory Care; Nursing; and Physical Therapist Assistant programs. The Amendment will add the Health Services Administration Program to the Agreement. The Agreement and Amendment will continue through December 18, 2016 at no cost to the College. This item was approved by Anne Cooper on October 1, 2014. Department—College of Health Sciences
8. Agreement with **Cisco Webex** to continue the subscription for computer based conferencing/meeting services for the College of Computer & Information Technology. The Agreement will commence as soon as possible and continue for one year. The cost to the College for this period will be \$948. This item was approved by Anne Cooper on December 6, 2014. Department—College of Computer & Information Technology
9. Agreement with **Creative Educational Solutions** to continue to provide online review for Dental Hygiene students to prepare for the National Board exam. The Agreement will commence as soon as possible and will continue for a period of five years. The cost to the College is anticipated to be up to \$8,500 over this period. This item was approved by Anne Cooper on October 10, 2014. Department—Dental Hygiene

10. Agreement with **Eckerd College** whereby SPC will hold an express EMT class for the Eckerd College Emergency Response Team. The College will receive all student tuition/and any other required fees. The College will provide instruction related to the EMT curriculum as well as provide clinical opportunities needed to complete required shift hours at both hospitals and fire rescue/transport agencies. The class will be held for no less than 18 students. This item was approved by Anne Cooper on December 17, 2014. Department—Emergency Medical Services
11. Agreement with **First Baptist Church of St. Petersburg** for the use of its facility for the Hurricane and Healthcare Conference to be held March 26, 2015. The cost to the College for this Agreement will be \$2,550. This item was approved by Anne Cooper on December 19, 2014. Department—CE Health, Corporate Training
12. Agreement with **First Church of Indian Rocks, Inc.** to provide the use of its Worship Center, Fellowship Center, and restroom facilities for the College’s Nursing Pinning Ceremony to be held December 11, 2014. The Agreement will also include providing traffic control, sound, media, video, lighting and food and personnel for \$350 guests. The cost to the College for this Agreement will be \$6,625. This item was approved by Anne Cooper on October 14, 2014. Department—College of Nursing
13. Agreement with **Florida BioEthics Network (FBN)** whereby the College will host the BioEthics Conference on December 5, 2014. The College will receive \$35 for each attendee that receives continuing education (CE) credit. SPC students will be able to attend the event free of charge. FBN will provide speakers, handouts, marketing and food service through an approved provider at the EpiCenter. The College will provide the meeting room and AV equipment. Based on the foregoing and anticipating 50 attendees that would receive CE credit, the estimated revenue to the College associated with this Agreement will be \$1,750. This item was approved by Anne Cooper on October 31, 2014. Department—Continuing Education Health
14. Affiliation Agreement with **Florida Department of Health, Brevard County** that will allow students in the Health Services Administration Program to obtain experience to complete their capstone course project. The Agreement will commence January 1, 2015 and continue through December 31, 2017. There is no cost to the College. This item was approved by Anne Cooper on December 9, 2014. Department—College of Health Science
15. Agreement with **Samuel French, Inc.** for a license that will allow the College’s Theater Department to perform “Zombie Prom” from March 25-29, 2015. The cost to the College for this Agreement will be \$2,280. This item was approved by Anne Cooper on November 8, 2014. Department—Theater
16. Agreement with **Gannett Government Media Corporation** for a two-month marketing campaign in the Military Times which will be geo-targeted to Florida, Georgia, South Carolina and North Carolina readers. The cost to the College for this Agreement will be \$5,000. The two-month Agreement will commence as soon as possible. This item was approved by Anne Cooper on November 13, 2014. Department—Florida Trade – Natural Science



17. Affiliation Agreement with **HCA Health Services of Florida d/b/a Oak Hill Hospital** that will allow students in the Health Services Administration Program to obtain experience to complete their capstone course project. The Agreement will commence as soon as possible and will continue through September 30, 2016. There is no cost to the College. Department—Health Services Administration
18. Affiliation Agreement with **HCA Heart Institute of Austin** to provide clinical experience for RN to BSN Nursing students as part of their requirements for completion of the Leadership Practicum course in the Nursing Program. The Agreement will commence as soon as possible and continue for the period of two years. There is no cost to the College. This item was approved by Anne Cooper on December 1, 2014. Department—College of Nursing
19. Agreement with the **School Board of Hillsborough County** to place SPC's College of Education students in internship, practicum and observation experiences. It is anticipated that the Agreement will commence as soon as possible and continue for the period of three years. There is no cost to the College associated with entering into this Agreement. This item was approved by Anne Cooper on October 1, 2014. Department—College of Education
20. Agreement with **Kagawa University** in Japan to continue to promote the exchange of experiences and staff in the fields of education, science, culture and other academic areas. The Agreement will commence as soon as possible and will continue for the period of two years. There is no cost to the College associated with entering into this Agreement. This item was approved by Anne Cooper on October 31, 2014. Department—Center for International Programs
21. Agreement with **KMI Media Group** for advertising in Military Advanced Education in order to grow military/veteran enrollment for on-campus and online certification programs offered on twelve college campuses across Florida. This will help Florida Trade achieve its goals by providing targeted readership of key influencers, decision makers and end users in the military education community. The Agreement will commence as soon as possible and continue through May 31, 2015. The cost to the College for this Agreement will be \$4,998. This item was approved by Anne Cooper on November 12, 2014. Department—Florida TRADE, Natural Science
22. Agreement with the **Martz Group, First Class Coach Company** to provide bus transportation for College Reach-Out mentors and students from the hotel in Orlando to the Florida Blue Florida Classic and return to Pinellas County on November 22, 2014. The cost to the College will be \$874. This item was approved by Tonjua Williams on November 12, 2014. Department—College Reach-Out Program
23. Agreement with **Microsoft Corporation** whereby the College will continue to be a member of the Microsoft IT Academy Program allowing the College to teach Microsoft Official Curriculum which will be taught by Microsoft Certified Trainers. The Agreement will commence January 1, 2015 and continue for the period of one year. The cost to the College

for this period will be \$1,711.05. This item was approved by Anne Cooper on October 8, 2014. Department—College of Computer & Information Technology

24. Agreement with **Morton Plant Mease Healthcare** whereby the College and Morton Plant will partner to expand enrollment in the Nursing Program, through the “Earn as You Learn” Program, to assist in alleviating the nursing shortage in the Tampa Bay area. The parties to the Agreement will provide qualified candidates (current eligible BayCare employees and if needed, candidates from SPC’s applicant pool) to obtain an Associate in Science degree in Nursing. The Agreement will commence as soon as possible and is subject to review and renegotiation annually. There is no cost to the College associated with entering into this Agreement. This item was approved by Anne Cooper on November 17, 2014. Department—College of Nursing
25. Affiliation Agreement with **Munroe HMA Hospital, LLC d/b/a Munroe Regional Medical Center** to provide clinical experience for RN to BSN Nursing students as part of their requirements for completion of the Leadership Practicum course in the Nursing Program. The Agreement will commence as soon as possible and continue for the period of three years. There is no cost to the College. This item was approved by Anne Cooper on December 1, 2014. Department—College of Nursing
26. Agreement with **The O & P Edge** for advertising of the O & P Program. The Agreement will commence as soon as possible and continue through January 31, 2015. The cost to the College for this Agreement will be \$280. This item was approved by Anne Cooper on December 2, 2014. Department—Orthotics & Prosthetics
27. Affiliation Agreement with **Orlando Health Central, Inc.** to provide clinical experience for RN to BSN Nursing students as part of their requirements for completion of the Leadership Practicum course in the Nursing Program. The Agreement will commence on January 1, 2015 and continue through December 31, 2017. There is no cost to the College. This item was approved by Anne Cooper on November 6, 2014. Department—College of Nursing
28. Amendment to the Dual Enrollment Articulation Agreement between **Pinellas County School Board** and the College. The Amendment is to incorporate language to comport with the Florida Statutes regarding the offering of dual enrollment for grades 6-12. The Amendment will commence as soon as possible and be coterminous with the master Articulation Agreement. This modification is a requirement for each Dual Enrollment Articulation Agreement statewide. This item was approved by Anne Cooper on October 24, 2014. Department—Dual Enrollment
29. Intergovernmental Agreement between the College and the **Pinellas County School Board** that will establish the academic and career dual enrollment programs providing for college level courses that shall be offered to eligible students during the 2015-16 school year, to include options for at least one full school year of dual enrollment for 11<sup>th</sup> and 12<sup>th</sup> grade students, to earn Post-Secondary Career and Professional Education (CAPE) industry certifications and to successfully complete at least 30 credit hours towards an Associate degree or Baccalaureate degree during the program. The Agreement will commence January

- 1, 2015 and continue through December 31, 2015. There is no cost to the College. This item was approved by Anne Cooper on December 1, 2014. Department—Collegiate High School
30. Agreement with the **Pinellas County Urban League** whereby the College agrees to provide access to Vocational Evaluations; Certified Nursing Assistant Training; and Learn to Earn programs and the Urban League will refer Workforce development clients and pay fees related to these services/training programs. There is no cost to the College. The Agreement will commence April 1, 2015 and continue through March 31, 2016. This item was approved by Anne Cooper on December 4, 2014. Department – Corporate Training
  31. Agreement with **Polk State College** whereby SPC and Polk State College will partner to offer advanced manufacturing training. Polk State will receive 70% of the revenue after expenses and SPC will receive 30% of revenue after expenses. Based on the foregoing, it is anticipated that the College may receive a net revenue associated with this Agreement in the amount of \$15,000. The College’s role will be to provide registration and invoicing services. Polk State’s role will be to schedule classes, provide trainers books and cover any other expenses. The Agreement will commence as soon as possible and continue for the period of one year. This item was approved by Anne Cooper on October 10, 2014. Department—Corporate Training
  32. Agreement with **Practice Repetitions, LLC** whereby the College and Practice Repetitions will partner to provide continuing education courses for healthcare professionals. The Agreement will commence as soon as possible and continue for the period of one year. Thereafter, the Agreement will automatically continue for one-year terms unless terminated by either party. The College and Practice Repetitions will split registration revenue 50/50. Although the exact cost/revenue associated with this Agreement cannot be determined at this time, it is anticipated that after expenses, the College may receive an annual revenue of approximately \$3,500. This item was approved by Anne Cooper on November 6, 2014. Department—CE Health
  33. Agreement with **SAP America, Inc.** to partner with Corporate Training to offer various business related courses through the SAP-E-Academy. SAP will provide online course content, subject matter experts for student mentor support and training system access. The College will register students and provide marketing for the courses. The Agreement will commence upon execution and continue for the period of one year. After expenses, the College anticipates a potential revenue of approximately \$11,000. This item was approved by Anne Cooper on October 14, 2014. Department—Corporate Training
  34. Agreement with **Southwest Volusia Healthcare Corporation dba Florida Hospital Fish Memorial** to provide preceptor and Leadership Practicum hours for RN to BSN students to complete their practicum hour requirements for the RN to BSN Nursing Program. The Agreement will commence as soon as possible and continue for the period of one year. This item was approved by Anne Cooper on October 31, 2014. Department—College of Nursing
  35. Affiliation Agreement with the **U.S. Department of Veterans Affairs, James A. Haley Veterans’ Hospital, Tampa**, to provide clinical experience to students enrolled in the Physical Therapist Assistant Program at no cost to the College. The Agreement will

commence as soon as possible and be ongoing unless terminated by either party. This item was approved by Anne Cooper on November 13, 2014. Department—Physical Therapist Assistant Program

36. Affiliation Agreement with **Walden University, LLC** (WU) whereby SPC will serve as a field site for eligible WU students earning their BSN or MSN degrees. WU students will obtain field education experience through SPC's College of Nursing. SPC will provide a clinical preceptor, appropriate learning experiences and evaluation of the student's performance. The Agreement will commence as soon as possible and continue for a period of one year. Thereafter, the Agreement shall renew for successive one-year terms unless terminated by either party. This item was approved by Anne Cooper on November 25, 2014. Department—College of Nursing
37. Agreement with **Wingate by Wyndham** to provide for hotel rooms for students and mentors in the College Reach-Out Program who will be attending the Florida Blue Florida Classic Battle of the Bands and football game on November 21-22, 2014. The cost to the College for this Agreement will be \$930. This item was approved by Tonjua Williams on November 10, 2014. Department—College Reach-Out Program

#### **Section B: Major Technology Contracts**

38. Agreement with **Apple Financial Services** to lease 65 computers for various locations college-wide. The lease is for a period of 49 months. The cost to the College for this lease is expected to be approximately \$103,135.12. Should the College opt to purchase the equipment, if applicable, at the end of the lease term, the purchase option price would be an additional \$6,323.51. Based on the foregoing, the total cost to the College for this lease agreement will not exceed \$109,458.63. Should funds not be appropriated to continue the lease for any subsequent fiscal period during the term of the Agreement, the Agreement may be terminated with 30 days' notice prior to the end of the current fiscal period. This item is being reported to the Board based on its approval of the 2014-15 Budget on May 20, 2014. — Doug Duncan
39. Agreements with **Dell Financial Services, LP** to lease a total of 323 computers, 1 server and computer equipment for the College's internet network infrastructure and the Data Center. The computers and equipment are for use in various academic and administrative departments collegewide. The leases are for a period of 49 or 60 months. The cost to the College for these leases is expected to be approximately \$852,663.56. Should the College opt to purchase the equipment, if applicable, at the end of the lease term, the purchase option price would be an additional \$26,727.85. Based on the foregoing, the total cost to the College for these lease agreements will not exceed \$879,391.41. Should funds not be appropriated to continue the leases for any subsequent fiscal period during the term of the Agreement, the Agreement may be terminated with 60 days' written notice prior to the end of the current fiscal period. These items are being reported to the Board based on its approval of the 2014-15 Budget on May 20, 2014. — Doug Duncan

**Section C: Contracts above \$100,000 (\$100,001-\$325,000)**

40. Master Services Agreement with **Civitas Learning, Inc.** whereby Civitas will: 1) establish and maintain a private, secure, restricted-access instance of the Civitas Platform for the College; 2) integrate PeopleSoft, D2L, and the Student Coaching System with the Civitas Platform; 3) give the College access to the Illume Insights Platform and Degree Map applications; and 4) provide the College with access to the Civitas Learning Network. This project will allow the College to leverage advanced analytics to inform and support the College's student success initiatives as well as provide new and existing students a user-friendly, data-driven interface from which to make seamless academic planning and registration decisions. The Agreement Schedule will commence as soon as possible and continue through December 8, 2015. The cost to the College for this Schedule will be \$245,000. This item was approved by the President on December 10, 2014. Department—Institutional Research & Effectiveness
41. Agreement with **Ricoh USA, Inc.** to lease 72 copiers for use collegewide. The Agreement will include all parts, service, toner, training, maintenance, software, and staples. The Agreement will also provide for the moving of equipment between buildings or campuses as needed at no additional charge. The Agreement will commence as soon as possible and continue for the period of five years. The cost to the College for this Agreement over five years is anticipated to be \$323,762.40. This amount includes the five-year lease cost of \$223,862.40 plus an estimated cost for copies over that period of \$99,000. This item was approved by the President on October 31, 2014. Department—Business Services

**Section D: Contracts above \$50,000 (\$50,001-\$100,000)**

42. Agreement with **Cambridge Systematics, Inc.** (CS) whereby the College's Collaborative Labs will facilitate several Collaborative Lab engagements including one statewide workshop plus at least four regional workshops which will be delivered as part of CS's contract with the Florida Department of Transportation. Although the exact revenue to the College associated with this Agreement is not known at this time, it is projected that revenue for this Agreement may be approximately \$100,000. The Agreement will commence November 20, 2014 and continue through December 31, 2015. This item was approved by Anne Cooper on November 20, 2014. Department—Collaborative Labs
43. Agreement with **Xerox Corporation** to provide a Xerox Account Associate to lead the College's Print Shop team. The Associate will handle intake and the production of new client job requests and provide administration of the XMPIE Solution. The Agreement is for the period of one year commencing January 1, 2015. The cost to the College for this Agreement will be \$68,712. This item was approved by Doug Duncan on December 15, 2014. Department—Marketing & Strategic Communications

**Section E: Contracts above \$10,000 (\$10,001-\$50,000)**

44. Agreement with **CareerAmerica, LLC d/b/a Financial Aid TV (FATV)** to continue to provide the College with FATV online financial aid videos which are available to students 24/7 and provide consistent, timely and student-friendly video answers to financial aid questions. FATV agrees to produce videos regarding Florida grants, scholarships, pre-paid tuition free of charge. The College will produce other SPC specific videos for placement on FATV's site. SPC will also use its videos and FATV's videos on the SPC TV channel and website. The cost to the College for this Agreement will be \$12,000. The Agreement will commence in November 9, 2014 and continue for the period of one year. This item was approved by Tonjua Williams on November 13, 2014. Department—Financial Assistance Services
45. Agreement with **The Cooper Institute** whereby the College will host the Leadership Training course entitled "Law Enforcement Fitness Specialist" on May 11-15, 2015. The Cooper Institute will provide the instructors and course manuals for the training. The cost to the College associated with this Agreement will be \$17,750. This item was approved by Anne Cooper on October 16, 2014. Department—Center for Public Safety Innovation
46. Agreement with **Maria Nieves Edmonds** to provide consulting services associated with the Hispanic Community in Pinellas County that will focus on the development and implementation of programs and services impacting Hispanic SPC students. The Agreement will commence January 1, 2015 and continue for the period of one year. The cost to the College for this period will be \$20,000. This item was approved by Tonjua Williams on November 17, 2014. Department—Provost, CL
47. Agreement with **First Baptist Church of Indian Rocks** for the use of its facilities for the College's graduation ceremony to be held on December 13, 2014. The cost to the College for this Agreement will be \$10,550. The cost will include use of the Fellowship Center, Hospitality Room, and Worship Center as well as sound, media equipment, personnel, traffic control, a full continental breakfast and lunch. This item was approved by Tonjua Williams on October 7, 2014. Department—Enrollment Services
48. Agreement with **IBM Corporation** for a license to the IBM SPSS Statistics Base Academic for 15 concurrent users. The license will also include technical support. The Agreement is for the period of three years at a cost to the College of \$20,679. This item was approved by Anne Cooper on November 12, 2014. Department—University Partnership Center
49. Amendment to the Agreement with **Jobs for the Future, Inc.** for a Membership Agreement to the Innovators Network (IN) which is designed to support the use and integration of real-time labor market information into strategic planning, curriculum review, demand-driven programming offerings, and student career guidance. Through use of IN services, member colleges can build the internal capacity needed to track and modify course offerings in real time to meet the rapidly changing needs of local employers. The Agreement will commence as soon as possible and continue for the period of one year. The Agreement includes a multi-

user limited license from Burning Glass to use its Labor/Insight software as well as training and other member services. The cost of the original Agreement was \$17,000; however, this Amendment will add 14 additional user licenses at a cost of \$500 per license for an additional cost of \$7,000. Therefore, the total cost to the College for this Agreement will be \$24,000. This item was approved by Anne Cooper on December 3, 2014. Department—Workforce Services

50. Agreement with **Optimal Resume** to continue to use the Optimal Resume service. This software is used in the College's Career Centers. The Agreement will commence as soon as possible and continue for one year. The cost to the College for the one-year renewal period will be \$12,419. This item was approved by Tonjua Williams on December 19, 2014. Department—Career Center
51. Professional Services Agreement with **Orange Theory-Fresh Ideas d/b/a Benjamin Solutions Group, LLC** to provide professional consulting services related conducting a Business Plan Review to align and realign communications into a multi-service integration system to improve productivity through use of a Customer Relations Management System. The cost to the College for Orange Theory's services under this Agreement will be \$10,000. The Agreement will commence November 30, 2014 and continue through September 15, 2015. This item was approved by Anne Cooper on November 13, 2014. Department—Retention Services – Title III
52. Professional Services Agreement with **Orange Theory-Fresh Ideas d/b/a Benjamin Solutions Group, LLC** to provide professional consulting services related marketing and advertising services for the Collaborative Labs. The cost to the College for Orange Theory's services under this Agreement will be \$33,996. The Agreement will commence December 1, 2014 and continue through November 30, 2015. This item was approved by Anne Cooper on November 18, 2014. Department—Collaborative Labs
53. Agreement with **Ovid Technologies, Inc.** to provide for the renewal of various Nursing and Dental Hygiene online journals used in the College's libraries. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this Agreement will be \$33,863. This item was approved by Anne Cooper on December 15, 2014. Department—District Library
54. Agreement with **PrestoSports** to provide website management/hosting for the SPC Athletics Department. PrestoSports will customize and update the Athletics website. The Agreement will commence as soon as possible and will continue for the period of five years. The cost to the College will be \$2,750 per year for a total of \$13,750. This item was approved by Tonjua Williams on October 1, 2014. Department—Athletics
55. Agreement with **Mario Bernard Shirley d/b/a AverageMan with Style Consulting** to provide MLK Day of Service corporate sponsorship solicitation outreach for 2015 including recruitment strategies, exclusive event invitations and publishing services. The Consultant will receive \$4,800 plus 6.5% of total sponsorship revenue for his services. In addition, the College will reimburse for pre-approved mileage. The Agreement will commence as soon as possible and continue through January 15, 2015. This item was approved by Tonjua

Williams on September 25, 2014. This item is being included on this Quarterly Report as it was not included in the previous report. Department—Retention Services, MLK Day of Service

56. Agreement with **Siteimprove, Inc.** to provide access to its service that will provide the College with data on quality assurance, accessibility, web analytics, search engine optimization and response. The Agreement will commence as soon as possible and continue for the period of two years. The cost to the College for this period will be \$13,200. This item was approved by Doug Duncan on October 7, 2014. Department—Marketing and Strategic Communications
57. Agreement with **The Studio @ 620** to provide two “Sounds of the Civil Rights Movement: The Power of Song” performances to be held at The Palladium Theatre on January 11-12, 2015. The Agreement will commence as soon as possible and continue through January 12, 2015. The cost to the College for the services to be provided under this Agreement will be \$19,900. This item was approved by Tonjua Williams on October 16, 2014. Department—Retention Services
58. Agreement with **Sunburst Entertainment Group, LLC** for the use of the Tropicana Field and facilities for the College’s graduation ceremony to be held May 16, 2015. The cost to the College for this Agreement is anticipated to be approximately \$15,600. This item was approved by Tonjua Williams on December 18, 2014. Department--Graduation
59. Statement of Work, as part of the College’s Consulting Services Agreement, with **Unicon, Inc.**, to provide consulting services related to developing a cost and implementation plan for the Individualized Student Learning Plan (ISLP) system. The Statement of Work will commence January 1, 2015 and continue through March 31, 2015. The cost to the College for this Agreement will be \$26,400. This item was approved by Doug Duncan on December 2, 2014. Department—Business Services
60. Statement of Work, as part of the College’s Consulting Services Agreement, with **Unicon, Inc.** to provide consulting services related to the upgrade of the Student Success Plan to version 2.6.x or 2.7.x, as necessary. Unicon’s services will include installation of the upgrade of SPC in the development environment; assistance/support with external data and new configurations; assistance/support with LTI integration with D2L for Early Alerts; support SPC testing/verification; any changes required to customize the Who’s Next integration as a result of the upgrade; and production deployment support. The cost to the College for this Agreement will be \$18,000. The Agreement will commence as soon as possible and continue through June 30, 2015. This item was approved by Doug Duncan November 8, 2014. Department—HEC Provost Office
61. Agreement with the **U.S. House of Representatives** whereby Congressman David Jolly will lease approximately 1,433 square feet of space at the Seminole Library on the Seminole Campus. The Lease is for the period of two years commencing January 3, 2015. The College will receive a total of \$21,495 per year for the lease of the space. This item was approved



by Doug Duncan on October 31, 2014. Department—Facilities Planning & Institutional Services

**Section F: Contracts below \$10,000**

62. Agreement with **American Chemical Society** to provide online access to the Journal of Chemical Education. The Agreement will commence as soon as possible and continue through January 31, 2016. The cost to the College for the current subscription year is \$262. This item was approved by Anne Cooper on November 25, 2014. Department—District Library
63. Master Lease Agreement with **Apple Financial Services** that will allow the College to lease Apple Computers for use at the College. The Master Lease sets forth the terms and conditions that will apply to subsequent Lease Schedules when computers are leased. The Master Lease is ongoing unless terminated by either party. There is no cost associated with entering into the Master Lease Agreement. This item was approved by Doug Duncan on November 14, 2014. Department—Business Services
64. Agreement with **Best Western PLUS-Kendall Hotel & Suites** to provide lodging for the Men’s Basketball Team for one night. The team will be participating in the Miami Dade Basketball Classic to be held on December 5-6, 2014. The cost to the College for this Agreement will be \$900. This item was approved by Doug Duncan on November 14, 2014. Department—Athletics
65. Agreement with **Books in Common** whereby author, Ms. Regina Calcaterra, will deliver four campus presentations on her book, Etched in Sand, followed by a Q & A session and book signing. *The One Book One College – Conversation with an Author* events will be on January 28-29, 2015. The cost to the College for this Agreement will be \$9,100. This item was approved by Tonjua Williams on December 16, 2014. Department—Learning Resources
66. Agreement with **Lucas Boyce Holdings, Inc.** to provide the Keynote address for the Narrowing the Gulf Conference and remain available for a book signing and photos at the conclusion of the opening session. The appearance date will be April 9, 2015. The all-inclusive cost to the College associated with this Agreement will be \$3,200. This item was approved by Tonjua Williams on November 30, 2014. Department—Disability Resources
67. Agreement with **City Glass & Mirror, Inc.** to remove existing pass through and fixed framing and glass at the reception area at the University Partnership Center and install new pass through windows and glass as per terms of the Agreement. The cost to the College for this Agreement will be \$2,565. This item was approved by Doug Duncan on November 12, 2014. Department—University Partnership Center
68. Agreement with the **Clearwater Police Department** to provide an extra duty permit for three City of Clearwater police officers to assist with security and road closures for a 5K Run departing from Clearwater Campus and continuing along the Rheam Wilson Trail and then

ending on the Clearwater Campus. The event will be held February 7, 2015 and the cost to the College for this event will be \$480. This item was approved by Tonjua Williams on November 13, 2014. Department—Student Life & Leadership

69. Agreement with **Comfort Inn University** to provide lodging for the Men's Basketball Team for one night. The team will be participating in the Santa Fe College's Florida College Shootout to be held on December 13-14, 2014. The cost to the College for this Agreement will be \$799.90. This item was approved by Doug Duncan on November 14, 2014. Department—Athletics
70. Agreement with the **Development Institute, Inc.** for the consulting services of Dr. Katherine German to work with the College in the development of competitive Department of Education (DOE) Trio SSS applications to be submitted to the DOE by February 2, 2015. The cost to the College for this Agreement is expected to be \$6,000. This item was approved by Anne Cooper on December 19, 2014. Department—Grants Development
71. Agreement with **EBSCO Information Services** for an online subscription to the database that provides access to the top Nursing and Allied Health journals. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this period will be \$3,717. This item was approved by Anne Cooper on December 3, 2014. Department—District Library
72. Agreement with **Ektron, Inc.** to provide maintenance for the current Ektron Content Management Software system that ensures quality, consistency and ADA accessibility for all college web pages. The Agreement will commence January 4, 2015 and continue through July 3, 2015 at a cost to the College of \$2,758.25. This item was approved by Doug Duncan on December 5, 2014. Department—Marketing & Strategic Communications
73. Agreement with **Elsevier BV** to continue the online subscription for the eClinic database used in the College's libraries. The Agreement will commence January 1, 2015 and continue for one year. The cost to the College for this Agreement will be \$3,202.05. This item was approved by Anne Cooper on November 12, 2014. Department—District Library
74. Agreement with **Fairfield Inn Marriott** to provide hotel rooms for the Women's Basketball Team during the jamboree competition to be held in Albany, Georgia on October 19-20, 2014. The cost to the College for this Agreement will be \$736. This item was approved by Tonjua Williams on October 10, 2014. Department—Athletics
75. Agreement with **Florida Collegiate Umpires, Inc.** (FCU) whereby FCU agrees to assign collegiate umpires for the Colleges baseball games during the 2015 season. The cost to the College for this Agreement will be \$600. This item was approved by Tonjua Williams on October 9, 2014. Department—Athletics
76. Agreement with **Kanopy, LLC** for a Master Subscription to the Kanopy Online Platform for streaming products to be used in classrooms. Although the products will be purchased separately, the Master Subscription will set forth the terms and conditions that will apply to

the streaming of those products. The Agreement will commence as soon as possible and will be ongoing unless terminated by either party. There is no cost to the College associated with entering into this Agreement. This item was approved by Anne Cooper on November 24, 2014. Department—District Library

77. Agreement with **Kramer Entertainment, Inc.** to bring the Save-A-Life Tour to the Health Education Center to increase awareness about the effects of drunk driving. The event will be October 30, 2014. The cost to the College for this Agreement will be \$3,000. This item was approved by Tonjua Williams on October 7, 2014. Department—Student Life and Leadership
78. Agreement with **Lyrasis**, licensing agent for American Psychiatric Publishing (APP), for a multi-site license to the PsychiatryOnline Premium collection for use in the College libraries. The Agreement will commence as soon as possible and will continue for the period of one year. The cost to the College for this period will be \$4,465. This item was approved by Anne Cooper on November 12, 2014. Department—District Library
79. Agreement with **Marriott-St. Petersburg Clearwater** to provide the use of its Reception Grand Ballroom including set-up, food and beverage for the College's Moving the Needle 2014 Conference Reception to be held on November 5, 2014. The cost to the College for this Agreement will be \$5,215.50. This item was approved by Anne Cooper on October 24, 2014. Department—Institutional Research & Effectiveness
80. Agreement with **Mathematica Policy Research** to provide third-party evaluation services for the TAACCCT LINCS Supply Chain Management Grant including a formal evaluation of the development and implementation of the program. The costs associated with this project will be paid by Broward College (under a separate agreement with Mathematica), the lead institution for the consortium. The College's role will be to provide LINCS program data for third-party evaluation. There is no cost to SPC associated with this Agreement. This item was approved by Anne Cooper on October 20, 2014. Department—LINCS Grant
81. Agreement with **Pinellas County** whereby the County's Fleet Management Division will provide the College with inspection, preventive maintenance, and repair service for fire apparatus used in the College's Fire and Public Safety Training Center. This item is to advise that the Agreement will be for a period of two years and the estimated cost to the College over that period is \$6,000. This item was approved by Doug Duncan on August 28, 2014. It is being included on this Report given that the cost information has changed. Department—Fleet Services
82. Agreement with **Safari Books Online, LLC** for a subscription to its online Corporate Bookshelf that will provide needed training and technical reference materials for information technology staff. The subscription will give staff access to technical materials such as Microsoft Exchange, Windows Server, SharePoint, Lync, SQL and an extensive library of technical training videos. The Agreement will commence as soon as possible and will continue for the period of one year. The cost to the College for this period will be \$1,495.

This item was approved by Doug Duncan on October 9, 2014. Department—Information Systems

83. Agreement with **SEOmoz, Inc.** that will allow the College to measure and improve the College's search, social, brand, and content marketing using the Moz Analytics Platform. The Agreement will commence as soon as possible and will continue on a month-to-month basis. The cost to the College for this Agreement for a 12-month period will be \$1,188. Should the College decide to continue the Agreement beyond twelve months, additional approval will be sought at that time. This item was approved by Doug Duncan on October 2, 2014. Department—Marketing & Strategic Communications
84. Agreement with **Sheraton Sand Key Resort** to provide hotel rooms, complimentary meeting room and audio visual equipment for the Bureau of Justice Assistance Executive Session on Police Leadership event to be held January 11-15, 2015. The cost to the College for this Agreement will be \$8,295.94. This item was approved by Anne Cooper on October 10, 2014. Department—Center for Public Safety Innovation
85. Agreement with the **City of St. Petersburg** for the use of the Coliseum on March 27, 2015 for the Student Spring Ball. The cost to the College for this Agreement is anticipated to be \$3,000. This item was approved by Tonjua Williams on October 21, 2014. Department—Student Life & Leadership
86. Agreement with the **City of St. Petersburg** for the use of the Coliseum for the Fall Faculty event to be held on August 13, 2015. The cost to the College for this Agreement is anticipated to be \$3,525. This item was approved by Anne Cooper on October 23, 2014. Department—Instruction & Academic Programs
87. Agreement with the **City of St. Petersburg** to provide the use of Williams Park and Bandshell on November 18, 2014 for students at the Downtown Center as part of a Student Life & Leadership event. There is no cost to the College. This item was approved by Tonjua Williams on November 5, 2014. Department—Student Life & Leadership
88. Agreement with **Stryker Medical** to provide maintenance services on three stretchers, Model #6082-MX-PRO; and one stair chair, Model #6252 – Stair Pro for one year. This equipment is used in the Emergency Medical Services Program. The cost to the College associated with this Agreement will be \$583.95. This item was approved by Doug Duncan on October 21, 2014. Department—EMS Program
89. Agreement with **Swank Motion Pictures, Inc.** for a streaming license that will allow the College to stream the motion picture “Fed Up” for academic use. The Agreement will commence as soon as possible and continue for the period of three years. The cost to the College for this period will be \$455. This item was approved by Anne Cooper on October 2, 2014. Department—District Library
90. Agreement with the **Tampa Bay Business Journal** to provide an ad in support of the 10<sup>th</sup> Anniversary Edition of the Giving Guide. The cost to the College for this Agreement will

be \$4,500. This item was approved by Doug Duncan on November 8, 2014. Department—Marketing & Strategic Communications

91. Agreement with **Therapeutic Research Center** for an online subscription to the Natural Standard online database used in the College's libraries. The Agreement will commence as soon as possible and continue for the period of one year. The cost to the College for this Agreement will be \$850. This item was approved by Anne Cooper on November 21, 2014. Department—District Library
92. Agreement(s) with **Verizon Wireless Personal Communications, LP, d/b/a Verizon Wireless** to provide for the installation of equipment and use of SPC facilities in order to increase Verizon Wireless cell phone signals at the Seminole and Tarpon Springs Campuses. The Agreement will commence as soon as possible and will continue for five years. Thereafter, the Agreement may be renewed by the parties for up to 4 additional 5-year terms. There is no cost to the College. This item was approved by Doug Duncan on October 10, 2014. Department—Information Systems

Pamela S. Smith, Legal Services Coordinator, prepared this Quarterly Informational Report on contract items not exceeding \$325,000.


Suzanne Gardner, General Counsel, recommends approval.

ps0105151

January 20, 2015

**MEMORANDUM**

**TO:** Board of Trustees, St. Petersburg College

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

**SUBJECT:** Quarterly Informational Report of Construction Contract Approvals Not Exceeding \$325,000

- 1. Approval was received to approve Riley Electric Company, Inc. as the lowest bidder in the amount of \$139,372.00 and to issue all necessary purchase orders to Riley Electric Company, Inc., for Project LITE-REN-14-2, Renovation of Clearwater Campus Site Lighting, Clearwater Campus**

The lowest bid for this project was \$139,372.00 with a total project budget of \$150,000.00. This project consists of pedestrian site lighting at Clearwater Campus.

- 2. Approval was received for Change Order #1 to increase size of wire and conduit for voltage drop on selected new GFI circuits so each will have 15 amps of available power, Project LITE-REN-14-2, Clearwater Campus.**

Change Order #1 in the amount of \$5,544.43 revised the Contract for this project to \$144,916.43.

- 3. Approval was received to approve Change Order #2 for unforeseen adjustments to the entry lanes for Project# 677-B-13-6, Site Development, Bay Pines Center.**

Change order #2 in the amount of \$25,168.75 revised the Contract for this project to \$219,215.60.

This information is provided by Doug Duncan, Senior Vice President, Business Services and Information Technology, Jim Waechter, Associate Vice President, Facilities Planning and Institutional Services, pursuant to Board of Trustees Rules 6Hx23-6.09 and 6Hx2306.10.