

AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES
JUNE 16, 2015

ST. PETERSBURG/GIBBS CAMPUS
ROOM SS-202 (COLLEGIATE HIGH SCHOOL BLDG.)
6605 FIFTH AVENUE N.
ST. PETERSBURG, FLORIDA

SPECIAL MEETING: 9:00 A.M.

I. CALL TO ORDER

- A. Invocation
- B. Pledge of Allegiance

II. PRELIMINARY MATTERS

- A. Presentation of Retirement Resolutions and Motion for Adoption

- 1. Carol Baragona (*Not Attending*)
- 2. Linda Johnston (*Not Attending*)
- 3. Dr. Karen Kaufman White (*Attending*)

- B. Recognitions/Announcements

- 1. Juvenile Welfare Board Partnership for Early Childhood Education – Ms. Frances Neu, Vice President, Institutional Advancement & Executive Director Foundation, Dr. Kim Hartman, Dean of College of Education, Dr. Marcie Biddleman, Executive Director, Juvenile Welfare Board and Ms. Maria Edmonds, Chair, Juvenile Welfare Board

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 May 19, 2015 (*Action*)

V. MONTHLY REPORTS

- A. Board Attorney
- B. General Counsel

VI. STRATEGIC PRIORITIES

A. BUDGET AND FINANCE WORKSHOP

- 1. FY14-15 May 31st Financial Report (*Presentation*) – Ms. Jamelle Conner, Associate Vice President, Business Services

- 2. FY15-16 Budget Update (*Presentation*) – Ms. Jamelle Conner

Focus Area 1- Disability Resources

Ms. Aimee Stubbs, Director, Disability Resources (*Presentation*)

Focus Area 2 - Civics Engagement Center

Dr. Joseph Smiley, Dean, Social and Behavioral Sciences (*Presentation*)

Focus Area 3 - Women on the Way

Ms. Shirley Crumbley, Coordinator, Women on the Way (*Presentation*)

- 3. Facilities Update

- a. Bay Pines Update, Dr. John Chapin, Dean Natural Sciences and Mr. Jim Waechter, Associate Vice President, Facilities Planning & Institutional Services (*Presentation*)

B. ADMINISTRATIVE MATTERS

- 1. Human Resources

- a. Personnel Report (*Action*)

- b. Annual Contract Recommendations (*Action*)

- 2. Other

- a. Pinellas Suncoast Transit Authority (PSTA), Unlimited Bus Access Program Agreement (*Action*)

- b. Capital Improvement Plan (CIP) (*Action*)

C. ACADEMIC MATTERS

- 1. Credit Curriculum (*Action*)

VII. CONSENT AGENDA

A. OLD BUSINESS (items previously considered but not finalized) – NONE

B. NEW BUSINESS

1. GRANTS/RESTRICTED FUNDS CONTRACTS

- a. U.S. Department of Justice, Bureau of Justice Assistance – Adjudication and Law Enforcement National Initiatives – Executive Session Police Leadership
- b. Florida Department of Education – Carl D. Perkins Vocational and Technical Education Act
- c. National Endowment for the Arts Challenge – America’s Fast Track Program

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

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

4. OTHER

- a. Lease renewal between St. Petersburg College and the St. Petersburg Downtown Partnership (Waechter)
- b. Baynard, McLeod and Lang, PA, Agreement for Legal Services
- c. Accounts Receivable Write-off

C. INFORMATIONAL REPORTS – NONE

VIII. PRESIDENT’S EVALUATION*

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

Tuesday, August 18, 2015, EpiCenter – Annual Organizational Meeting

XIII. ADJOURNMENT

*ST. PETERSBURG COLLEGIATE HIGH SCHOOL GOVERNING BOARD MEETING
TO IMMEDIATELY FOLLOW – Presenter: Principal Starla Metz (see separate agenda)*

The purpose of the meeting is to provide highlights of the 2014-15 school year and to ask the governing board to approve the proposed budget for the 2015-16 school year so it can be submitted to the Pinellas County School District.

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting June 16, 2015, 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: June 5, 2015

Confirmation of Publication

[Notice of meeting](#)

JWB Partnership


- Certificates in Early Childhood Education
- Two tracks:
 - Toddler Specialization
 - Preschool Specialization
- 30 Scholarships of up to 12 hours each
- ≥20hrs in licensed children centers / family care homes
- Identified centers throughout Pinellas County
- Clearwater Campus
- Educate the educators to help improve student preparation and achievement



June 16, 2015

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: FY14-15 July 1 – May 31 Financial Report

Attached for information is the financial report for FY14-15 through May 31st.

Financial Report Highlights:

- Total operating revenue is at the budgeted revenue estimate through May. Overall, the college has reached 96% of budgeted tuition for the year.
- Total operating costs, which include the recognition payment, are \$2.8M (almost 2%) below the budgeted estimate through May. While non-personnel expenses are lower than estimated, personnel expenses are 1% 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.

Attachments

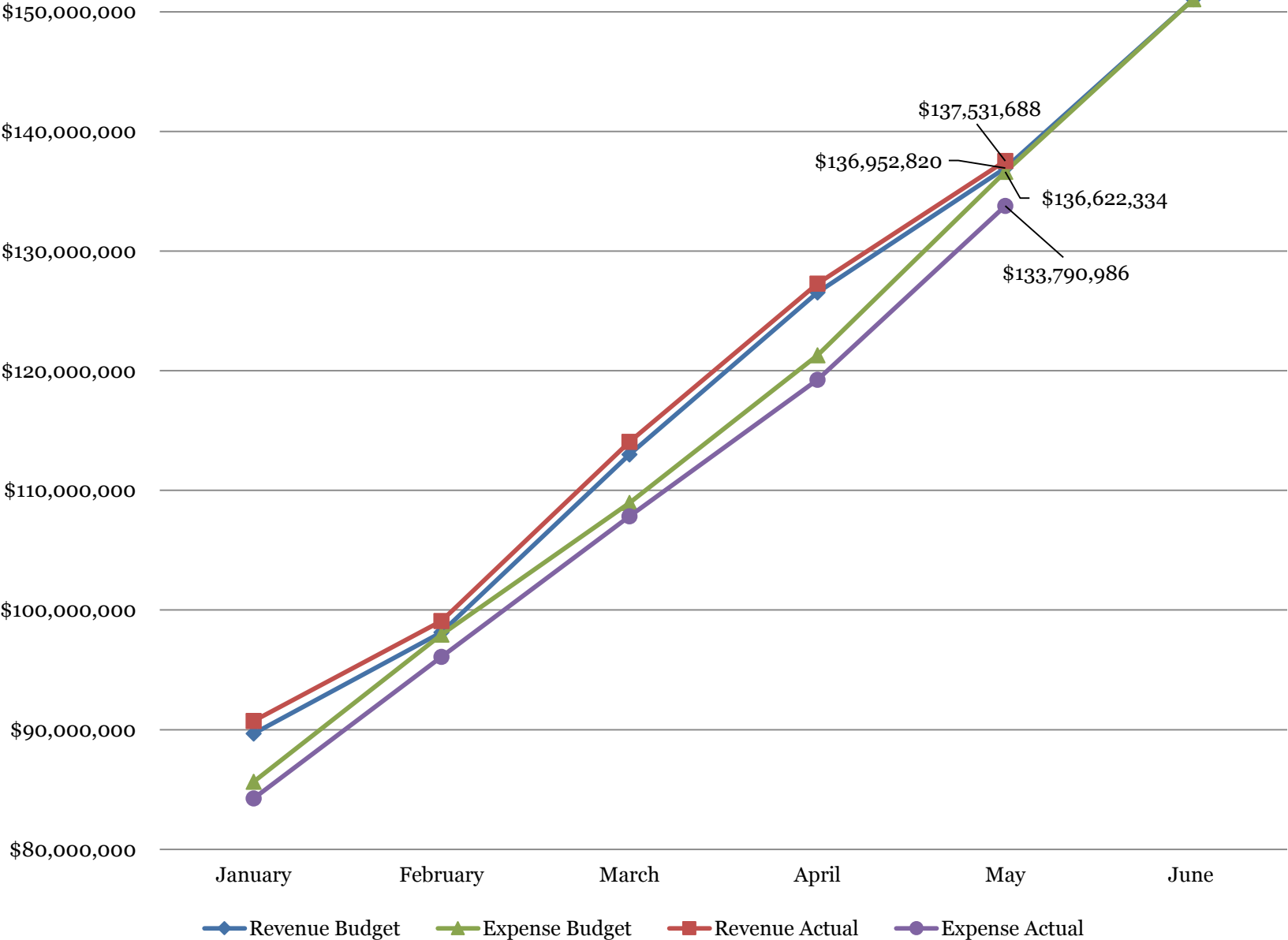
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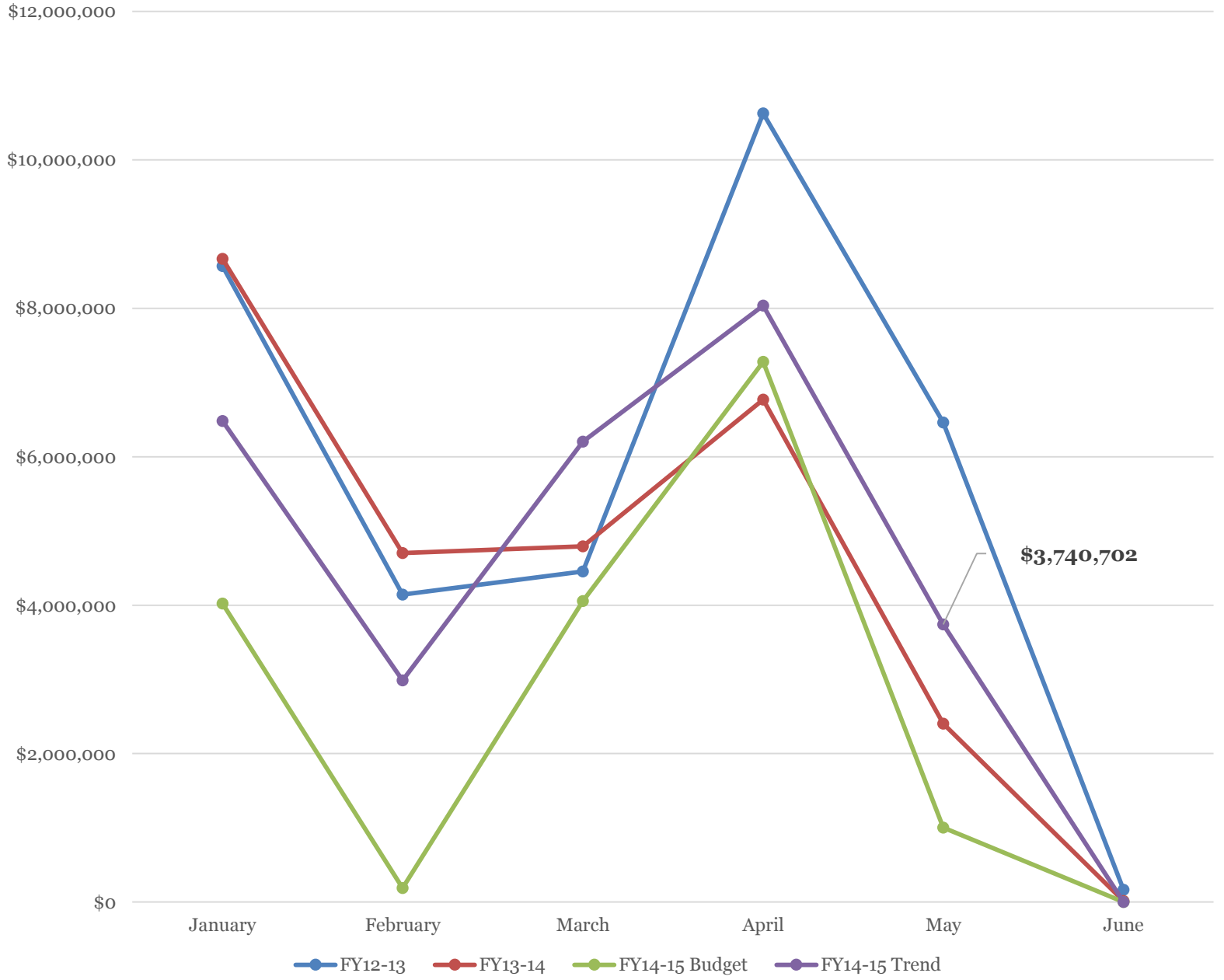
**St. Petersburg College
Board of Trustees
Monthly Financial Report**

**Jamelle Conner
June 2015**

St. Petersburg College FY14-15 Fund 1 Actuals



Operating Budget Fund Balance Trends






Questions?

June 16, 2015

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Fiscal Year 2015-2016 College General Operating, Capital Outlay, Student Activities, Auxiliary, and Scholarship Budgets with Tuition and Fees

The FY15-16 operating budget proposal continues to strengthen St. Petersburg College's efforts to maintain its open door policy, support student access and success, and focus on strategic growth opportunities.

To recognize the efforts of our employees, the College is seeking approval to provide a modest (3%) compensation increase (including pay rate adjustments for the adjunct, OPS, and student assistant pay scales). While awaiting final funding from the State, the college would move forward with this plan utilizing fund balance to fund the current \$2.9M need. The College will provide an amended budget for Board approval in August.

Approval is sought for the College's Operating and Capital Outlay Budget for Fiscal Year 2015-2016.

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

Fund 1 General Operating Budget - The College's General Operating Budget is based on the 2014-2015 General Appropriations Act (House Bill 5001) as the 2015-2016 General Appropriations Act is still in construction as part of the Special Session.

Pursuant to state rule 6A-14.0716, the College must prepare and submit a budget for the current unrestricted fund to the Chancellor as designee of the Commissioner of Education. The Chancellor has established a deadline of July 8, 2015. In accordance with Florida statutes (1011.30), this operating budget must be approved by the College's Board of Trustees prior to the submission to the Department of Education (DOE). Any future revisions to this operating budget must be presented to and approved by the Board.

Fund 7 Capital Outlay Budget – The FY2015-2016 College Capital Outlay budget of \$30.6M provides for collegewide facility and technology infrastructure maintenance, discretionary campus specific renovation/remodel needs, and major building project funding. In accordance with Florida statute 1013.61, this Capital Outlay budget must be approved by the College's Board of Trustees. The capital needs are presented in the attached summary as proposed expenditures from the capital budget funding sources detailed, pending the Governor's approval.

Student Fees per Credit Hour would be modified as follows:

Lower Division Credit Programs

	2014-2015 Fees	2015-2016 Fees	% Change
Florida Residents			
Tuition Fee	\$80.94	\$80.94	
Student Activity & Service Fee	7.63	7.63	
Financial Aid Fee	4.04	4.04	
Technology Fee	4.04	4.04	
Capital Improvement Fee (CIF)*	13.10	15.10	
Tuition and Fees	\$109.75	\$111.75	1.8%
Non-Residents			
Tuition Fee	\$80.94	\$80.94	
Out-of-State Fee	242.97	242.97	
Student Activity & Services Fee	7.63	7.63	
Financial Aid Fee	16.20	16.20	
Technology Fee	16.20	16.20	
Capital Improvement Fee (CIF)*	20.96	22.96	
Tuition and Fees	\$384.90	\$386.90	0.5%

Post-Secondary Adult Vocational Non-Credit Programs

	2014-2015 Fees	2015-2016 Fees	% Change
Florida Residents			
Tuition Fee	\$68.60	\$68.60	
Technology Fee	3.43	3.43	
Capital Improvement Fee (CIF)*	3.43	3.43	
Total Registration Fees	\$75.46	\$75.46	0%
Non-Residents			
Tuition Fee	\$68.60	\$68.60	
Out-of-State Fee	205.82	205.82	
Technology Fee	13.72	13.72	
Capital Improvement Fee (CIF)*	13.72	13.72	
Total Registration Fees	\$301.86	\$301.86	0%

Upper Division Credit Programs

	2014-2015 Fees	2015-2016 Fees	% Change
Florida Residents			
Tuition Fee	\$91.79	\$91.79	
Student Activity & Services Fee	9.18	9.18	
Financial Aid Fee	4.59	4.59	
Technology Fee	4.59	4.59	
Capital Improvement Fee (CIF)*	10.55	12.55	
Tuition and Fees	\$120.70	\$122.70	1.7%

Non-Residents			
Tuition Fee	\$91.79	\$91.79	
Out-of-State Fee	275.53	275.53	
Student Activity & Services Fee	9.18	9.18	
Financial Aid Fee	18.37	18.37	
Technology Fee	18.37	18.37	
Capital Improvement Fee (CIF)*	10.55	12.55	
Tuition and Fees	\$423.79	\$425.79	0.5%

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

The budgets of other major funding categories, including Student Activities, Auxiliary, and Scholarship are provided to the Board for information. Following are brief narratives of each major funding category and budget summaries are attached.

Fund 2 Student Activities Budget - The FY2015-2016 Collegewide Student Activities Budget is \$5.4M. It includes \$1.3M distributed across the campus' Student Government Associations (SGA) for budget development. This budget is reviewed and approved by the President.

Fund 3 Auxiliary Budget – The FY2015-2016 Collegewide Auxiliary Budget is \$3.9M. It includes \$2.7M to support expenses in the Fund 1 General Operating Budget and \$900K for student textbook credits.

Fund 5 Scholarship Budget – The FY2015-2016 Collegewide Scholarship Budget is \$61M. It includes \$57M in Federal and State financial aid, \$2.6M in scholarships funded by the Student Financial Aid Fee, and \$1.4M in Foundation and other scholarships.

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

Attachment

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FY15-16 Strategic Budget

Board of Trustees Meeting
June 16, 2015

FY15-16 Operating Budget Strategic Priority Needs

\$3.6M for 3% Employee Compensation Increase

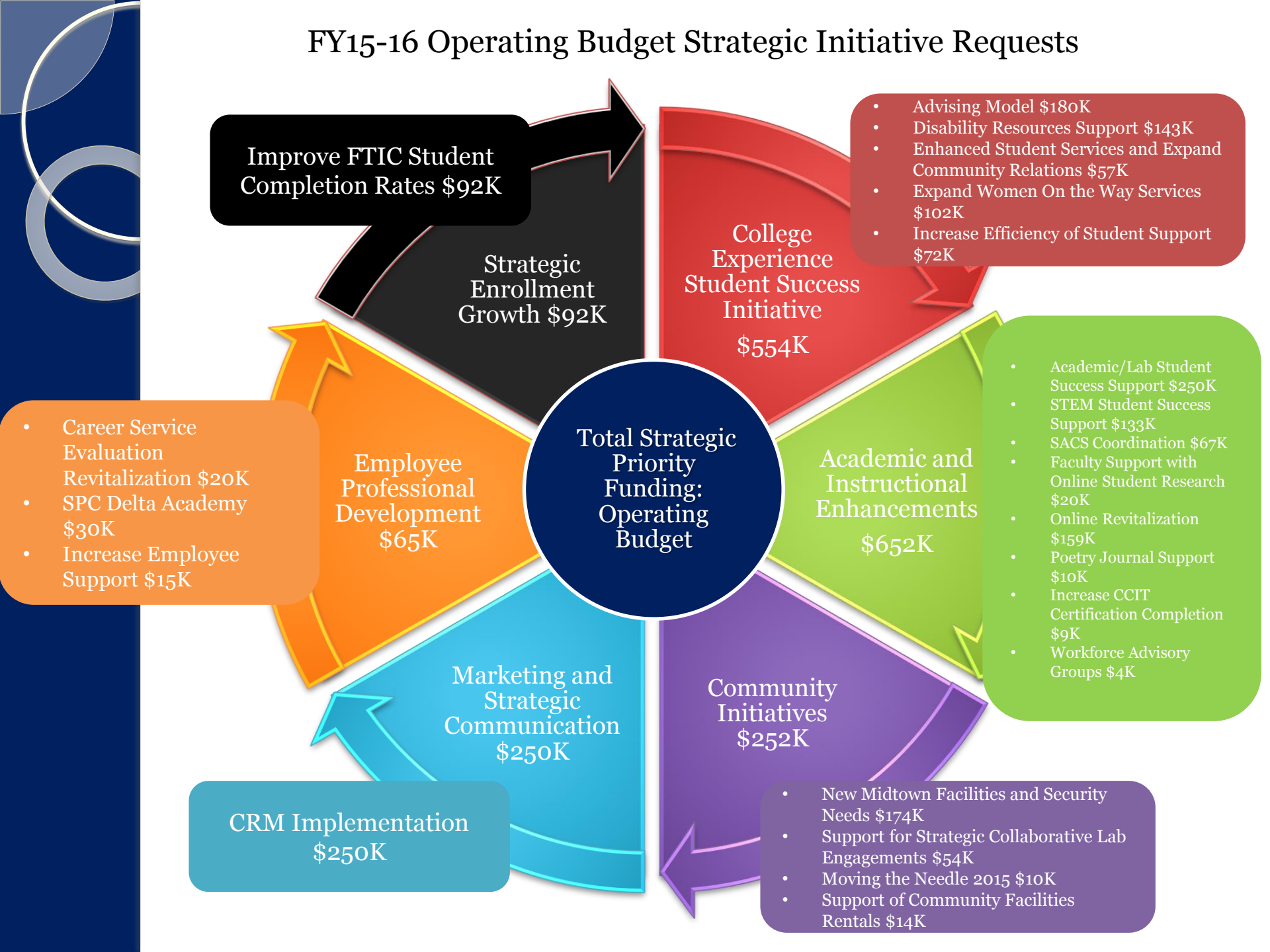
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graph TD; A["$3.6M for 3% Employee Compensation Increase"] --> B["Less: $2.5M Available Funding"]; B --> C["$1.8M New Strategic Initiative Requests to Support Strategic Priorities"]; C --> D["$2.9M Balance of Additional Funds Needed"];
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Less: \$2.5M Available Funding

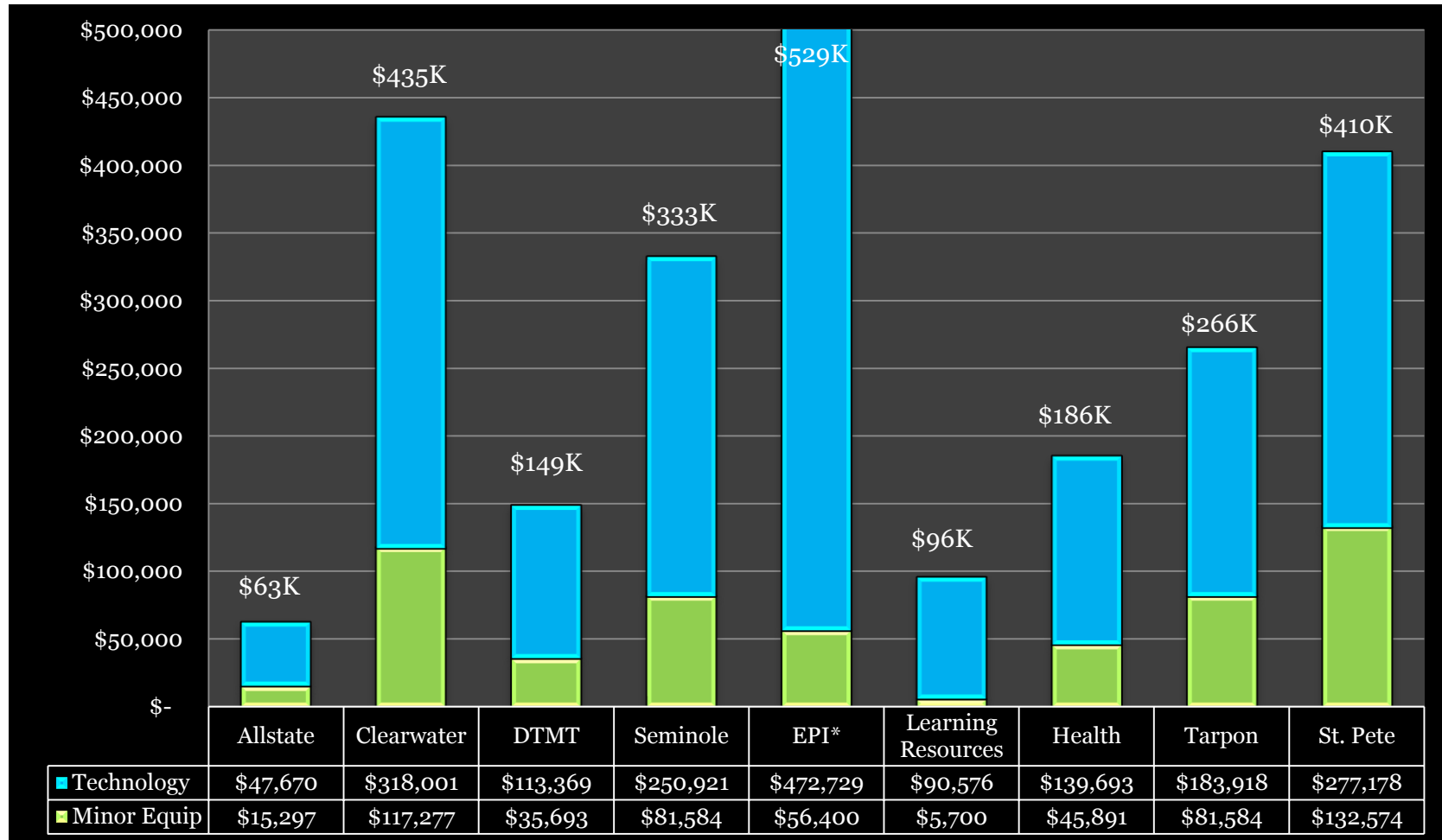
\$1.8M New Strategic Initiative Requests to Support Strategic Priorities

\$2.9M Balance of Additional Funds Needed

FY15-16 Operating Budget Strategic Initiative Requests



Maintain Campus Discretionary Budgets \$2.6M



Academic Minor Equipment Budget \$168K

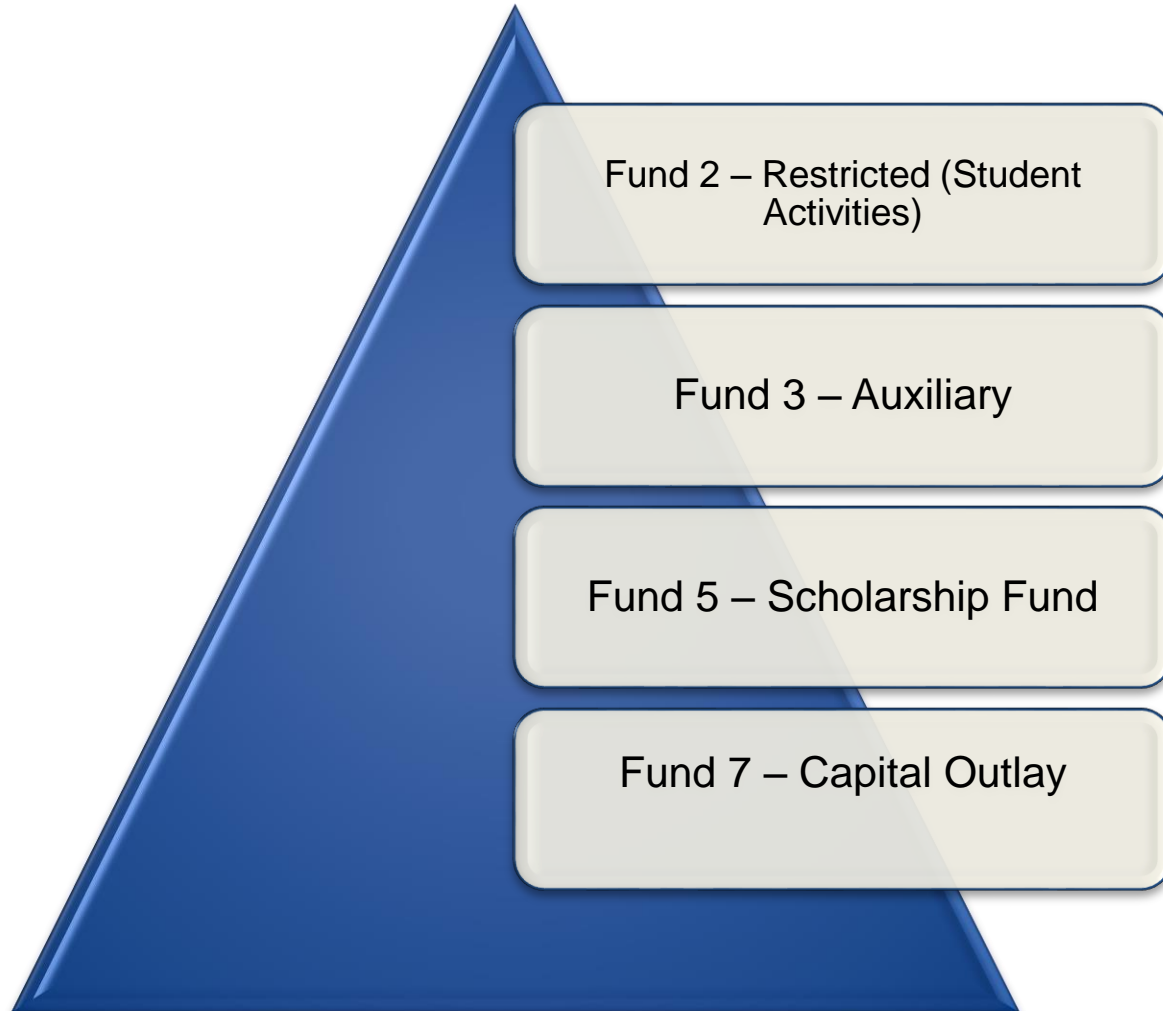
FY15-16 Budget

FY15-16 St. Petersburg College Operating Budget

Revenue	FY15-16 Budget
Student Tuition & Out-of-State Fees	\$ 58,920,268
State Appropriation - CCPF	\$ 53,482,092
State Appropriation - Lottery	\$ 15,540,962
Performance Funding	\$ -
Operating Cost for New Facilities	\$ 172,604
Learning Support Access Fee	\$ 1,909,846
Distance Learning Fee	\$ 3,752,440
Technology Fee	\$ 2,938,032
Lab Revenue Fees	\$ 1,714,401
Industry Certifications	\$ 150,000
Other Revenues	\$ 5,397,200
Other Student Fees	\$ 1,812,802
Fund Transfers In	\$ 3,601,839
Revenue Stabilization Reserve	\$ 2,173,009
One-Time Non-Recurring Funds	\$ 2,291,443
<i>July 1 Fund Balance</i>	<i>\$ 2,971,312</i>
Total Revenues - Fund 1x	\$ 156,828,250

Operating Costs	FY15-16 Budget
Personnel & Benefits	
Instructional/Faculty-Full Time	\$ 33,664,738
Administrative	\$ 21,893,836
Career (Non-Instructional)	\$ 22,445,624
Adjunct/Supplemental	\$ 14,486,031
Other Academic	\$ 367,645
Non-Instructional OPS and Overtime	\$ 3,019,466
Student Assistants	\$ 515,000
Personnel Benefits	\$ 23,270,355
Total Personnel & Benefits	\$ 119,662,694
Current Expense	
Travel	\$ 624,464
Repairs & Maintenance	\$ 982,012
Rentals/Leases	\$ 452,720
Insurance (Non-Health)	\$ 1,725,368
Utilities	\$ 5,800,000
Services and Fees	\$ 7,689,460
Scholarships/Fee Waivers	\$ 1,559,895
Materials and Supplies	\$ 5,846,925
Tech Expense/Licensing	\$ 3,004,911
Bad Debt/Unemployment Comp/Misc	\$ 1,147,782
Other Current Expense	\$ 4,771,159
Total Current Expense	\$ 33,604,697
Capital Spending	
Computer Refresh Leases	\$ 2,820,836
Capital Purchases- Non-Recurring	\$ 740,023
Total Capital Spending	\$ 3,560,859
Total Operating Costs - Fund 1x	\$ 156,828,250
Total Remaining Funds (Surplus/Deficit)	\$ 0

Other College Fund Budgets

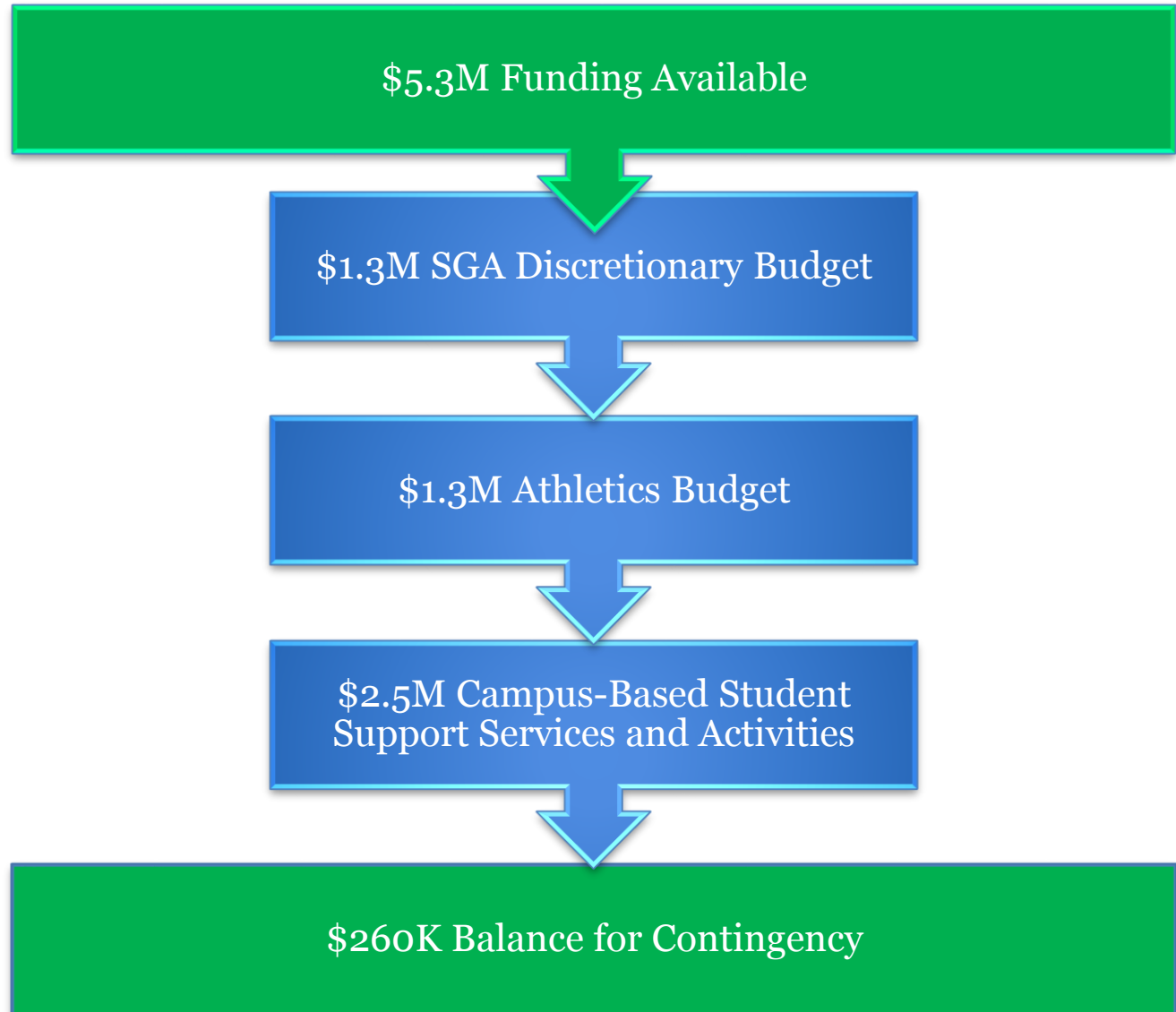




Fund 2 – Restricted

- Student Activities

2015-16 Student Activities Budget





Fund 3

- Auxiliary
- Sources of Revenue for General Operating

Fund 3: Auxiliary

Revenues:		
Bookstore Commissions		\$ 1,989,230
Bookstore Textbook Credit Contribution		\$ 500,000
Food Services/Vending Commissions		\$ 150,000
Residual Financial Aid Funds		\$ 75,000
Royalties-Ethics Textbook		\$ 60,000
Royalties_Excess Bandwidth		\$ 385,036
Pay For Print Sales		\$ 94,232
Seminole Library Rentals		\$ 3,000
Gound Tower Lease		\$ 35,356
Interest		\$ 50,885
Fund Balance		\$ 554,216
Total Revenues		\$ 3,896,955
Expenses:		
Auxiliary Services Administrative Costs		\$ 185,225
Computer & Equipment Leases		\$ 72,649
Materials, supplies, misc. services		\$ 32,242
Total Expenses		\$ 290,116
Transfers Out to Other Funds:		
Operating Budget Fund		\$ 2,701,839
Scholarship Fund Mac J Williams		\$ 5,000
Textbook Bookstore Credits		\$ 900,000
Total Transfers Out to Other Funds		\$ 3,606,839
Excess of Revenues Over Expenses & Transfers		\$ -

Fund Balance: \$6.6M

2015-16 Auxiliary Funding in Operating Budget

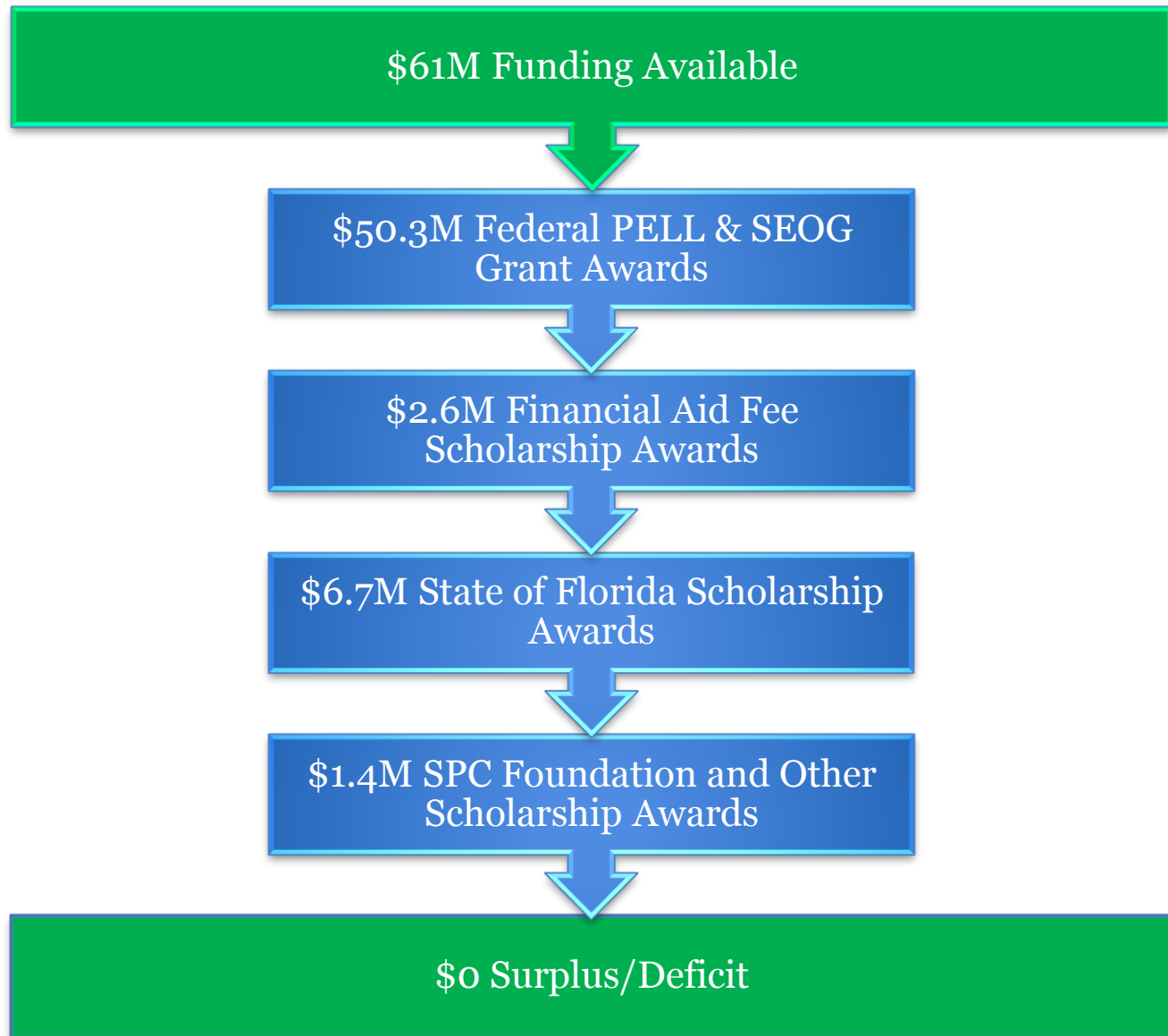


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Fund 5 – Scholarship Fund

- Student Financial Aid Fees
- Pell/SEOG Grants
- Foundation

2015-16 Scholarship Fund





Fund 7

- Capital Outlay

2015-16 Capital Outlay (Construction, Remodel, Renovation, & Equipment)

\$30.6M Funding Available (\$9.7M is Recurring Capital Improvement Fees)

\$2.3M Construction Bond Payments

\$16M Major Construction Projects

\$5.1M Deferred
Maintenance/Infrastructure

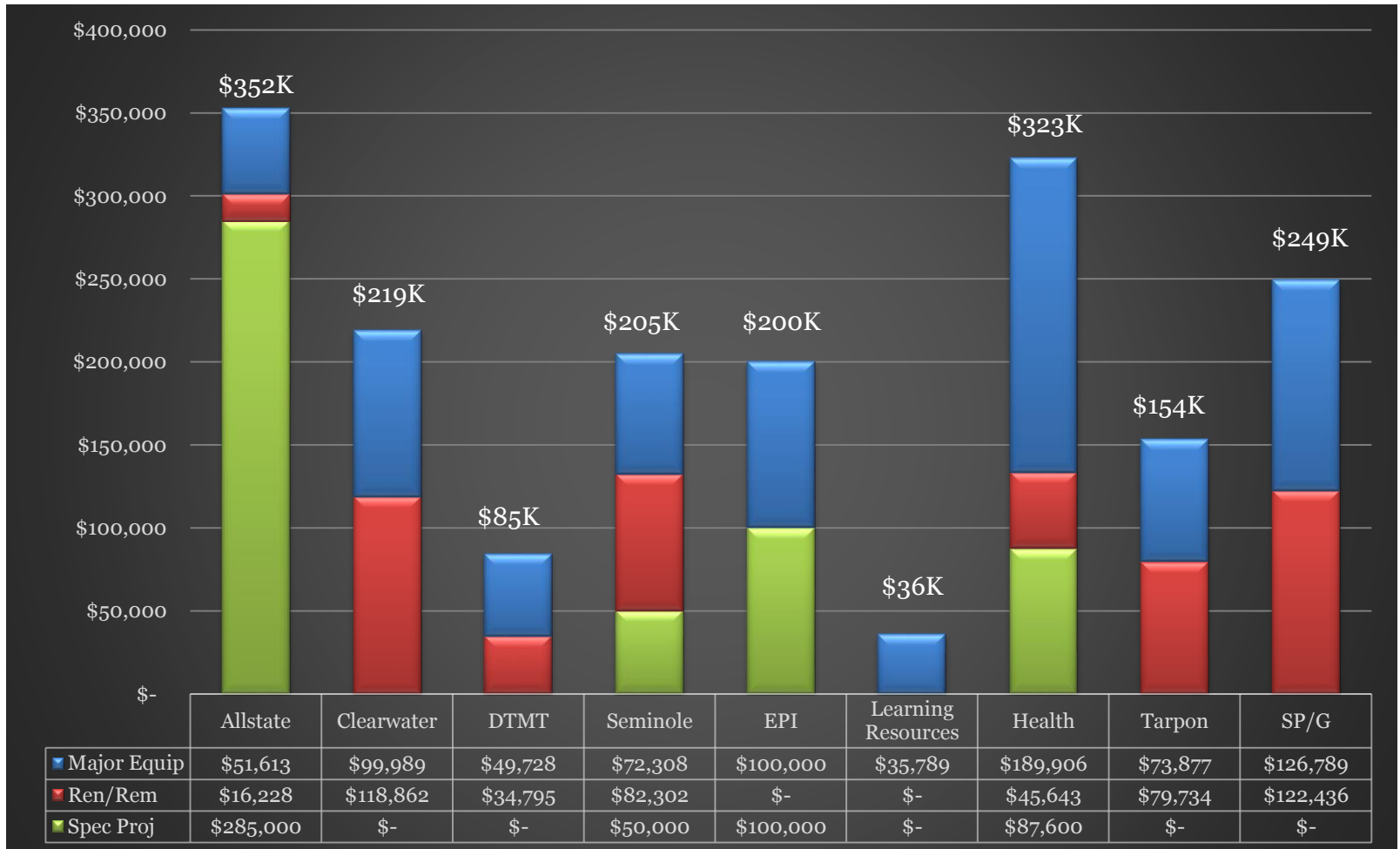
\$3.7M Campus Project Remodel & Misc.
Expense

\$1.9M Campus Discretionary
Major Equipment and Renovation/Remodel

\$1.1M Internal Construction Personnel

\$542K Balance for Contingency (\$383K is Recurring)

Campus Discretionary Capital Outlay Budget



Major Construction Projects

Project	Total Project Budget	FY15-16 Funding \$16M
Midtown Education Center	\$15M	\$2.9M
Clearwater Library	City Funding \$6M College Funding \$8M	College Funding \$7M*
Bay Pines	\$5M	\$4.7M
Current Midtown Purchase	\$1.3M	\$1.3M

*Increased \$1.3M for FY15-16 toward overall college commitment

Budget Status

- June 20th: Special Session Ends
 - Operating Budget
 - State Program Funding
 - Performance Funding
 - Capital Outlay
 - Major Construction Funding
 - Renovation/Remodel Funding
- July 8th: Budget Submission Due to the State
- August 18th: BOT Approval of Amended Budget Submission with Final State Funding



Questions?

St. Petersburg College
FY15-16 Fund 1 Operating Budget

Revenue	FY14-15 Budget	FY15-16 Budget
Student Tuition & Out-of-State Fees	\$ 58,937,969	\$ 58,920,268
Learning Support Access Fee	\$ 1,931,748	\$ 1,909,846
State Appropriation - CCPF Recurring	\$ 53,145,924	\$ 53,482,092
State Appropriation - Lottery	\$ 15,540,962	\$ 15,540,962
Performance Funding	\$ -	\$ -
Industry Certifications	\$ 150,000	\$ 150,000
Operating Cost for New Facilities	\$ 336,168	\$ 172,604
Distance Learning Fee	\$ 3,563,035	\$ 3,752,440
Technology Fee	\$ 2,903,108	\$ 2,938,032
Lab Revenue Fees	\$ 1,714,401	\$ 1,714,401
Other Revenues	\$ 3,390,893	\$ 5,397,200
Other Student Fees	\$ 1,681,635	\$ 1,812,802
Fund Transfers In	\$ 3,145,628	\$ 3,601,839
Revenue Stabilization Reserve	\$ 2,173,009	\$ 2,173,009
One-Time Non-Recurring Funds	\$ 2,433,328	\$ 2,291,443
July 1 Fund Balance		\$ 2,971,312
Total Revenues	\$ 151,047,808	\$ 156,828,250
Operating Costs		
	FY14-15 Budget	FY15-16 Budget
Personnel & Benefits		
Instructional/Faculty-Full Time	\$ 28,294,099	\$ 33,664,738
Administrative	\$ 21,426,648	\$ 21,893,836
Career (Non-Instructional)	\$ 24,588,972	\$ 22,445,624
Adjunct/Supplemental	\$ 15,471,875	\$ 14,486,031
Other Academic	\$ 356,937	\$ 367,645
Non-Instructional OPS and Overtime	\$ 2,867,950	\$ 3,019,466
Student Assistants	\$ 500,000	\$ 515,000
Personnel Benefits	\$ 23,083,974	\$ 23,270,355
Total Personnel & Benefits	\$ 116,590,454	\$ 119,662,694
Current Expense		
Travel	\$ 627,464	\$ 624,464
Repairs & Maintenance	\$ 982,192	\$ 982,012
Rentals/Leases	\$ 452,720	\$ 452,720
Insurance (Non-Health)	\$ 1,725,368	\$ 1,725,368
Utilities	\$ 5,800,000	\$ 5,800,000
Services and Fees	\$ 5,804,571	\$ 7,689,460
Scholarships/Fee Waivers	\$ 1,510,895	\$ 1,559,895
Materials and Supplies	\$ 6,783,180	\$ 5,846,925
Tech Expense/Licensing	\$ 2,674,911	\$ 3,004,911
Bad Debt/Unemployment Comp/Misc	\$ 1,147,782	\$ 1,147,782
Other Current Expense	\$ 3,619,341	\$ 4,771,159
Total Current Expense	\$ 31,128,425	\$ 33,604,697
Capital Spending		
Computer Refresh Leases	\$ 2,588,906	\$ 2,820,836
Capital Purchases- Non-Recurring	\$ 740,023	\$ 740,023
Total Capital Spending	\$ 3,328,929	\$ 3,560,859
Total Operating Costs	\$ 151,047,808	\$ 156,828,250
Total Remaining Funds	\$ (0)	\$ (0)

**St. Petersburg College
FY15-16 Fund 2 Student Activities Budget**

Total Projected Student Activity Revenues	\$5,487,850
Less Budgeted Expenses:	
Annual Journal Entries	\$426,000
Student Determined Activities Distribution (25%)	\$1,298,308
Reserve (5%)	\$259,662
Budgeted Personnel (excluding annual journal entries and athletics personnel)*	\$1,419,628
Athletics (including personnel)	\$1,315,138
Non-Discretionary Campus Program Operating Expenses	\$384,032
Other Collegewide Operating Expenses	\$385,082
Total Budgeted Expenses	\$5,487,850
Surplus/Deficit	\$0

**St. Petersburg College
FY15-16 Fund 5 Scholarship Budget**

Revenues:	
Student Financial Aid Fees Collected	\$ 2,727,644
Federal PELL and SEOG Grants	\$ 50,302,000
Various Florida State Scholarship Grants	\$ 6,688,500
Various SPC Foundation and Other Scholarship Grants	\$ 1,250,000
Total Revenues	\$ 60,968,144
Expenses:	
Student Incentive Grant Scholarships	\$ 1,528,925
Johnnie Ruth Clark Scholarships	\$ 473,497
SPC Presidential Scholarships	\$ 373,222
Fine Arts, Visual Art, Associate to Baccalaureate, Honors College, Misc. Scholarships	\$ 212,000
Total Financial Aid Fee Scholarships	\$ 2,587,644
Federal PELL & SEOG Grants Awarded	\$ 50,302,000
State of Florida Scholarships	\$ 6,688,500
Various SPC Foundation and Other Scholarships	\$ 1,390,000
Total Expenses	\$ 60,968,144
Surplus/Deficit	\$ -

St. Petersburg College	
FY15-16 Fund 3 Auxiliary Budget	
Revenues:	
Bookstore Commissions	\$ 1,989,230
Bookstore Textbook Credit Contribution	\$ 500,000
Food Services/Vending Commissions	\$ 150,000
Residual Financial Aid Funds	\$ 75,000
Royalties-Ethics Textbook	\$ 60,000
Royalties_Excess Bandwidth	\$ 385,036
Pay For Print Sales	\$ 94,232
Seminole Library Rentals	\$ 3,000
Gound Tower Lease	\$ 35,356
Interest	\$ 50,885
Fund Balance	\$ 554,216
Total Revenues	\$ 3,896,955
Expenses:	
Auxiliary Services Administrative Costs	\$ 185,225
Computer & Equipment Leases	\$ 72,649
Materials, supplies, misc. services	\$ 32,242
Total Expenses	\$ 290,116
Transfers Out to Other Funds:	
Operating Budget Fund	\$ 2,701,839
Scholarship Fund Mac J Williams	\$ 5,000
Textbook Bookstore Credits	\$ 900,000
Total Transfers Out to Other Funds	\$ 3,606,839
Surplus/Deficit	\$ -

**St. Petersburg College
FY15-16 Fund 7 Capital Outlay Budget**

Projected Sources of Revenue	FY15-16 Recurring	FY15-16 Non-Recurring	FY15-16 Budget
Funds			
PECO Projects (Categorical)		\$4,425,400	\$ 4,425,400
SODA General Renovation/Remodel (265)		\$0	\$ -
		\$2,411,000	\$ 2,411,000
City of Seminole (Habitat)		\$29,300	\$ 29,300
Capital Improvement Fees - Discretionary		\$6,543,000	\$ 6,543,000
Capital Improvement Fees - Discretionary	\$9,731,983		\$ 9,731,983
CO&DS		\$0	\$ -
PY CO&DS		\$743,000	\$ 743,000
Fund 1 Transfer Out to DSO		\$5,766,000	\$ 5,766,000
Other Misc Sources		\$209,000	\$ 209,000
RaceTrac		\$500,000	\$ 500,000
Grant Match Reserve		\$250,000	\$ 250,000
Total Fund Sources	\$9,731,983	\$20,876,700	\$ 30,608,683
Projected Uses of Revenue			
Budgeted Personnel Salaries	\$656,479		\$ 656,479
Other Personnel	\$206,000		\$ 206,000
Employee Benefits - Retirement	\$47,520		\$ 47,520
Employee Benefits - FICA/Medicare	\$50,221		\$ 50,221
Employee Benefits - Health/Dental/Wellness	\$135,832		\$ 135,832
Total Personnel & Benefits	\$1,096,051	\$ -	\$ 1,096,051
Major Construction			
Midtown Education Center (SCIF)		\$2,947,000	\$ 2,947,000
Clearwater Library		\$7,066,000	\$ 7,066,000
Bay Pines		\$4,653,070	\$ 4,653,070
Purchase existing Midtown property		\$1,300,000	\$ 1,300,000
Total Major Construction	\$ -	\$15,966,070	\$ 15,966,070
Infrastructure Deferred Maintenance and Network			
Deferred Maintenance	\$600,000	\$189,546	\$ 789,546
Campus Infrastructure Projects	\$800,000		\$ 800,000
Career Services Infrastructure		\$946,000	\$ 946,000
Collegewide Maintenance/Repair	\$607,718		\$ 607,718
Technology Infrastructure Maintenance	\$1,793,290		\$ 1,793,290
Bus, Float & Vehicle Replacement		\$209,000	\$ 209,000
Total Infrastructure Deferred Maintenance and Network	\$3,801,008	\$ 1,344,546	\$ 5,145,554
Project Expense			
Allstate			
Chiller Plant Replacement		\$1,350,000	\$ 1,350,000
Fire Science Equipment	\$60,000		\$ 60,000
Fire Center Restrooms/Showers		\$225,000	\$ 225,000
Misc Maintenance and Ren/Rem	\$16,228		\$ 16,228
Capital Equipment	\$51,613		\$ 51,613
Clearwater Projects			
Misc Maintenance and Ren/Rem	\$118,862		\$ 118,862
Capital Equipment	\$99,989		\$ 99,989
Downtown-Midtown			
Misc Maintenance and Ren/Rem	\$34,795		\$ 34,795
Capital Equipment	\$49,728		\$ 49,728
EpiCenter/District Office			
Capital Equipment - EpiTech	\$50,000		\$ 50,000
Capital Equipment - Facilities	\$100,000		\$ 100,000
Capital Equipment - DO/EpiServices	\$50,000		\$ 50,000
Workforce STEM		\$276,000	\$ 276,000
College-wide (out of class support projects)	\$35,789		\$ 35,789
Collaborative Labs	\$100,000		\$ 100,000
Health			
Dental Chairs	\$87,600		\$ 87,600
O&P Grant		\$250,000	\$ 250,000
Misc Maintenance and Ren/Rem	\$45,643		\$ 45,643
Capital Equipment	\$189,906		\$ 189,906
Seminole			
Green House		\$250,000	\$ 250,000
Digitorium	\$50,000		\$ 50,000
Misc Maintenance and Ren/Rem	\$82,302		\$ 82,302
Capital Equipment	\$72,308		\$ 72,308
St. Pete			
Misc Maintenance and Ren/Rem	\$122,436		\$ 122,436
Capital Equipment	\$126,789		\$ 126,789
Tarpon			
Entrance/Exit		\$500,000	\$ 500,000
Misc Maintenance and Ren/Rem	\$79,734		\$ 79,734
Capital Equipment	\$73,877		\$ 73,877
Overhead for Campus Projects	\$300,000		\$ 300,000
Major Campus Projects		\$0	\$ -
Contingency - Campus Discretionary Project Carryforward		\$556,000	\$ 556,000
Contingency - Collegewide	\$0	\$150,000	\$ 150,000
Debt Service - Construction Obligations and Bonds	\$2,267,338		\$ 2,267,338
JWB Payment	\$187,490		\$ 187,490
Total Expenses	\$9,349,487	\$20,867,616	\$ 30,217,103
Remaining Funds	\$ 382,497	\$ 9,084	\$ 391,580

Disability Resources



**SPC Board of Trustees Meeting
June 2015**

A Student-centered Disability Resources Program



Access

Promotes student access to all facilities and academic programs

Educates the College family in and outside of the classroom regarding strategies for working with students with disabilities



Student Support

Integrates student support throughout the elements of the College's goals (The College Experience, etc.)

Creates proactive approaches to learning and coordinates auxiliary learning aids

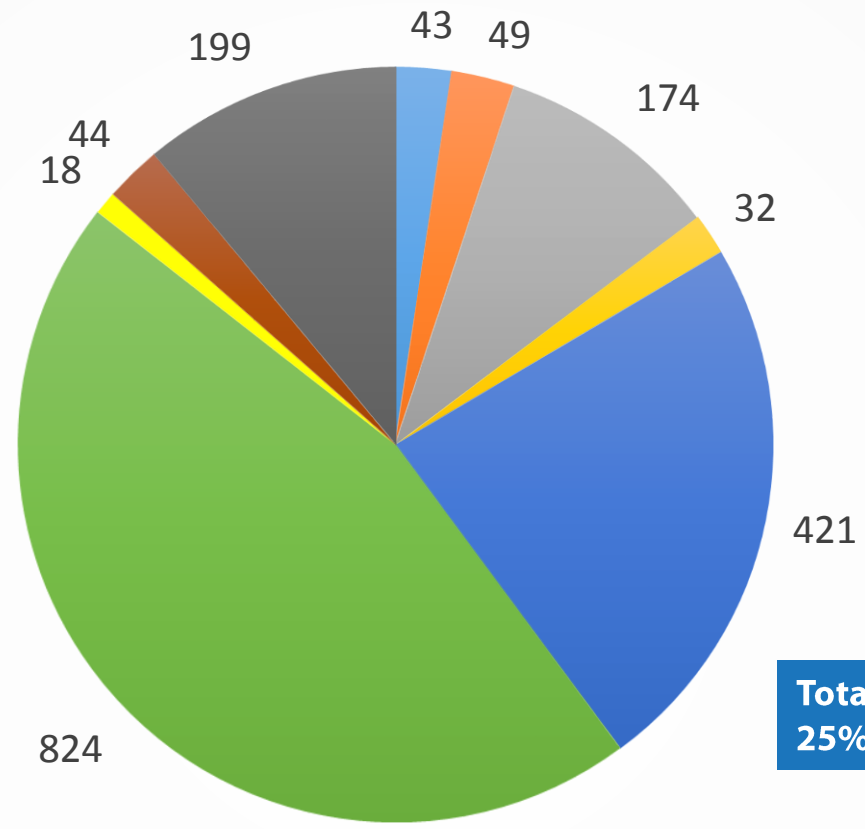


Completion

Coordinates direct & indirect services for students to support them from transition and orientation through graduation

Assists students with career exploration and essential skills needed

Various Disabilities of Students Served – 2014-15



Total: 1,804
25% increase since 2012

- Deaf/Hard of Hearing
- Blind/Visual Impairment
- Physical Impairment
- Language Impaired/Speech Impairment
- Specific Learning Disabilities
- Mental/Psych Disorders
- Traumatic Brain Injury
- Autism Spectrum Disorder
- Other health impairment

Student Expectations of Disability Resources Staff

*

- Students can expect to work with professional DR staff who are experts in serving students with disabilities and fostering a culture of support and accountability.

*

- Students can expect streamlined onboarding and advising processes that are integrated with the College's success goals and plans (i.e. The College experience).

*

- Students can expect to have access to College facilities, courses (Online and F2F) and support services throughout their enrollment at SPC.

*

- Students can expect to experience timely and appropriate accommodations and services to empower the student to succeed.

*

- Students can expect collaboration between faculty, staff and Disability Resources to optimize learning needs and improve student success.

- Students can expect to receive purposeful, efficient and effective communication, advisement and intervention when needed.

2015-16 Strategy Focus

People

Students

Deans,
Academic Chairs

Faculty, Staff

Processes

Enhanced
Accommodations/
Intake procedures

Registration and MLP
Completion

Develop Transition
Outreach

Facilities

ADA Compliance
Reviews

Modified Furniture
Inventory

Assistive Technology

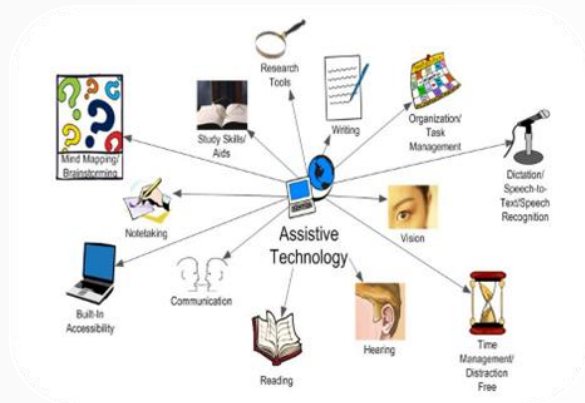
Agencies

Able Trust
Vocational Rehab

Pinellas County
Schools
Pinellas Interagency
Networking Council

Association on Higher
Education and
Disabilities

2015-16 DR Enhancements



Training

1. Enhance training and professional development plan for DR staff
2. Creation of Best Practices for staff and faculty
3. Create training opportunities for Faculty, staff, and students

\$19,000



Staffing

1. Meet the growing student demand for live captioning/interpreter services and maintain compliance while assisting with instructional strategies in the classroom.
2. Increase administrative support for the DR Office

\$81,038



Communications

1. Create an accessible information management system to improve the communication with DR Managers, staff and students
2. Improve transition efforts and collaboration with Pinellas County Schools and Community agencies

\$50,000

Questions ?

<http://www.spcollege.edu/dr/>



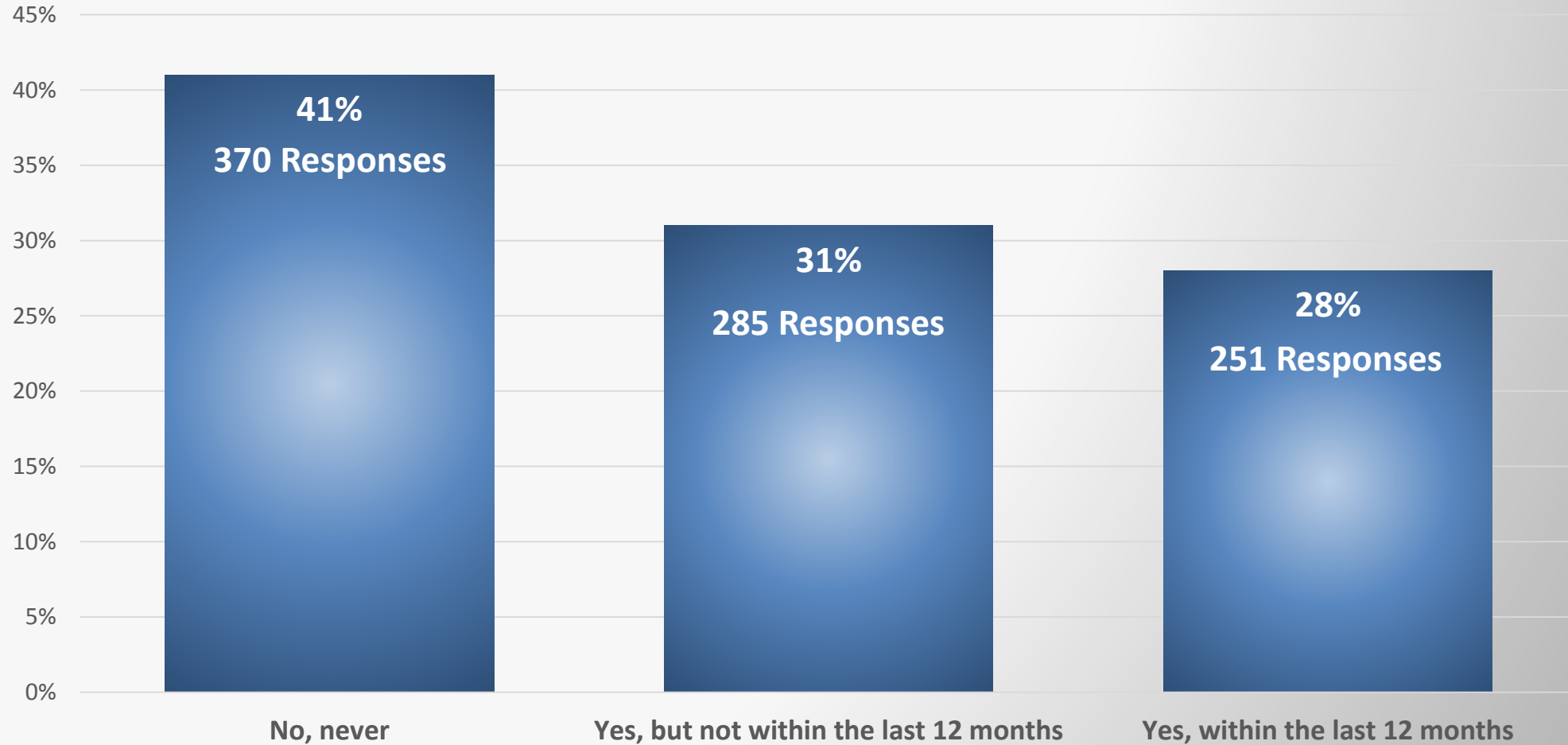
A Preliminary Assessment of Student Civic Engagement at SPC

*St. Petersburg College
Board of Trustees Meeting
May 19, 2015*



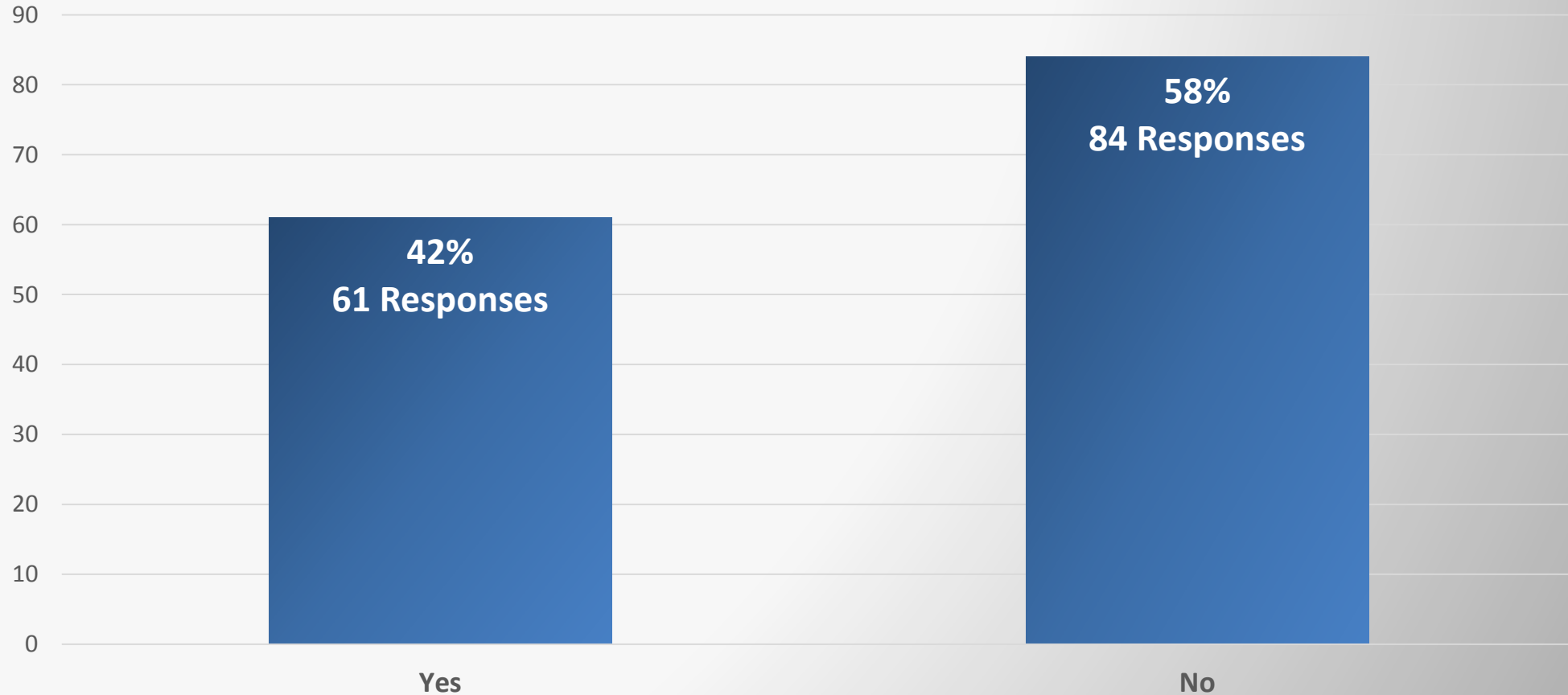
As a student, have you ever worked together with someone or some group to solve a problem in the community where you live?

(N=906)



Source: Tufts University Civic Engagement Survey administered on January 21, 2015

As a faculty member, do your students take part in any type of Civic Engagement/Volunteering as part of your course(s)?
(N=145)



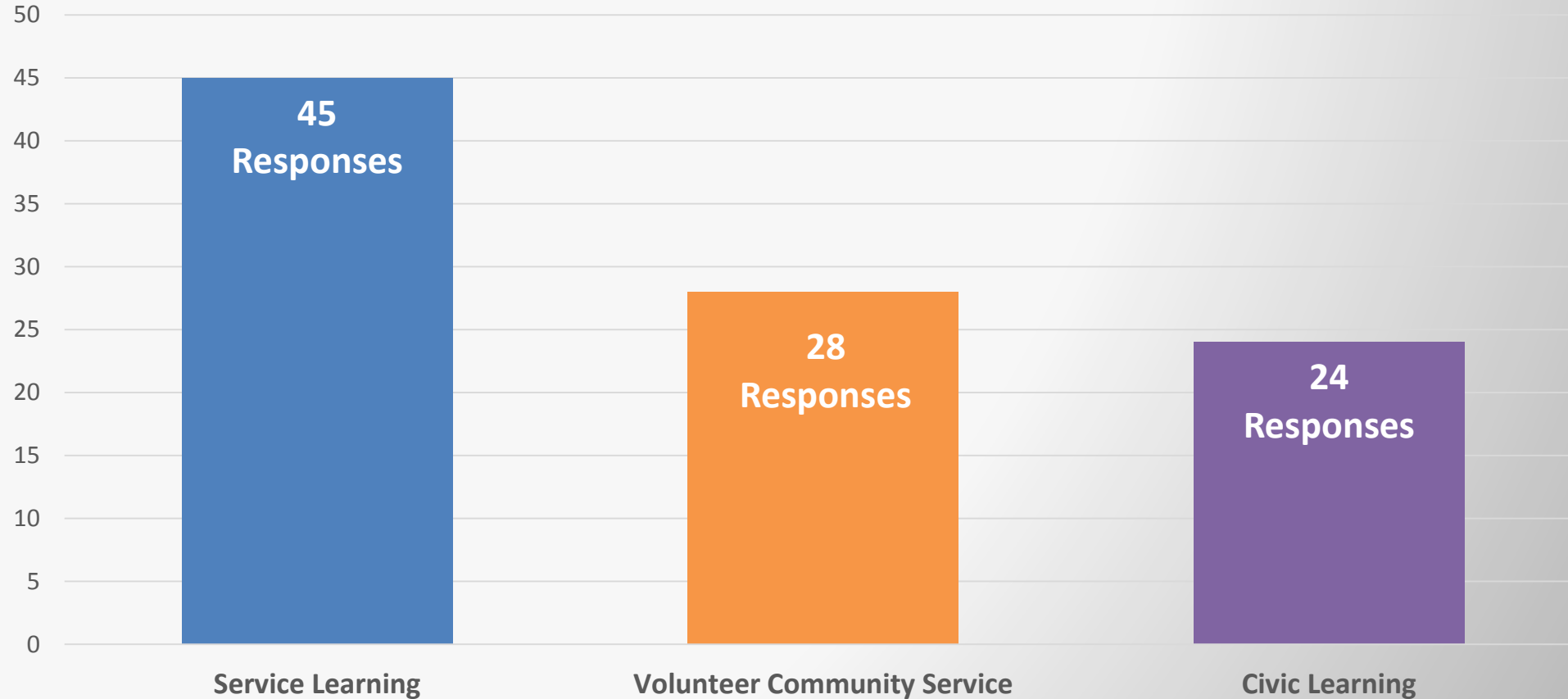
Source: WITS Faculty Civic Engagement Survey administered on April 23, 2015

Of the faculty members that answered “YES” to offering Civic Engagement on the WITS Civic Engagement Survey:

Approximately
3,181 students
have participated in
Civic Engagement in the
fall and spring terms

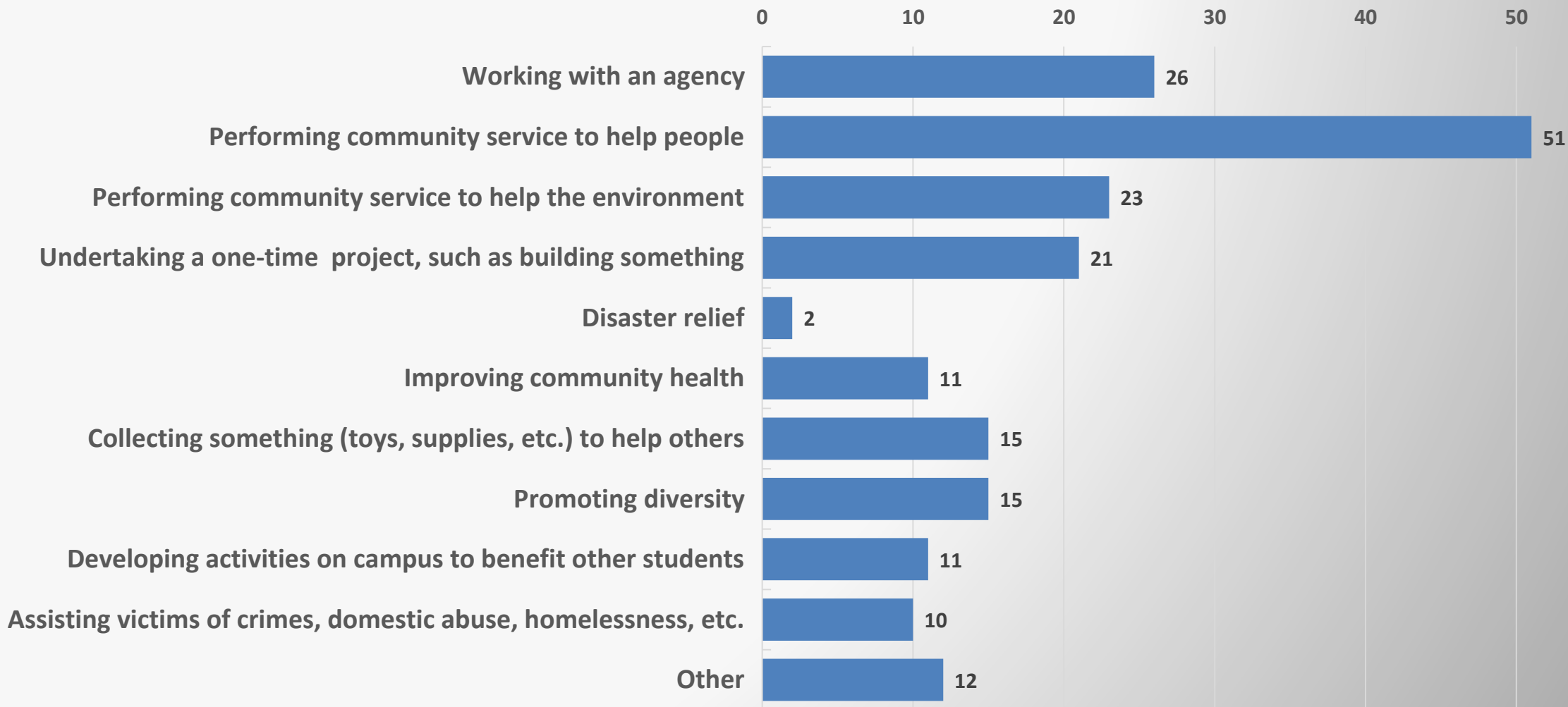
On average, **29%** of students
(approximately **937**)
continued to serve
beyond their courses as
volunteers

As a faculty member, what type of Civic Engagement do your students participate in as part of this course? (Some faculty members offered more than one type of Civic Engagement opportunity)



Source: WITS Faculty Civic Engagement Survey administered on April 23, 2015

What were the natures of your class Civic Engagement projects completed by your students? (Some projects may have more than one nature of Civic Engagement)



Source: WITS Faculty Civic Engagement Survey administered on April 23, 2015

Center for Civic Engagement Projected Impact

- To increase by 25% in the 2015-16 academic year the number of courses with Civic Engagement activities
- To double the number of students currently involved in Civic Engagement activities in the 2015-16 academic year

2015-2016 Budget Request: \$35,000

A. 4 Civic Fellows/Lead Faculty (one on each campus) \$5,225 each for 2015-2016 x 4 = \$20,900	\$20,900
B. 1 Faculty Coordinator (Located at Midtown) \$11,756 Supplement for the academic year	\$11,756
C. Annual Contract for NobleHour NobleHour is the software platform for reporting service-learning and volunteer hours	\$1,000
D. Program Marketing & Supplies	\$1,344

Women on the Way (WOW)

SPC Board of Trustees

June 16, 2015



Women on the Way (WOW)



Mission

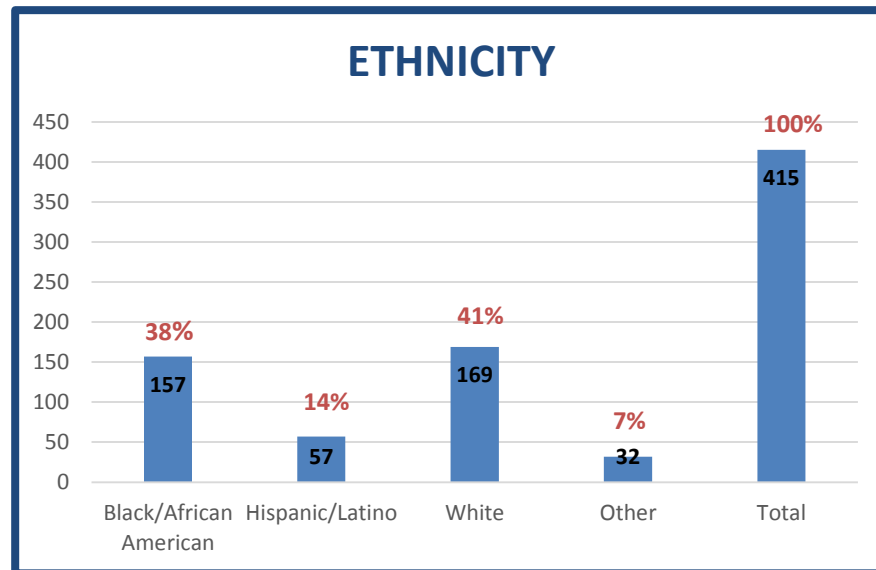
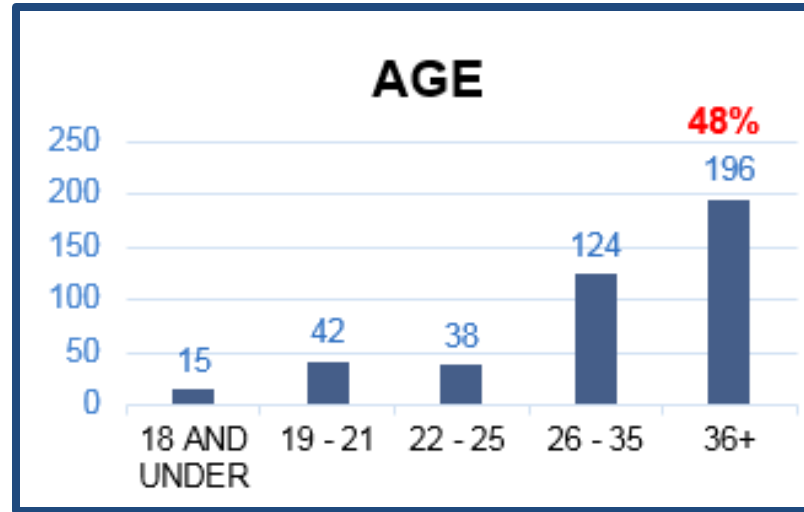
The Women on the Way program provides services that enhance and empower adult learners' ability to achieve academic, professional, and personal success. WOW, located on SPC's Clearwater campus, serves as a resource and support center designed to meet the educational needs to help students successfully finish what they start and become self-sufficient college graduates.

Purpose

- Serve students as a resource of information and community referrals
- Provide student support by partnering with community agencies
- Provide opportunities for students to develop leadership skills
- Increase SPC Foundation scholarships and community donations

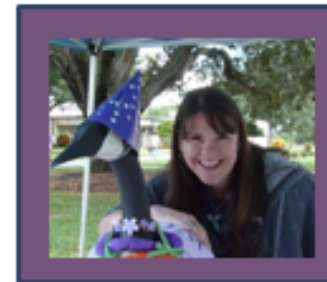
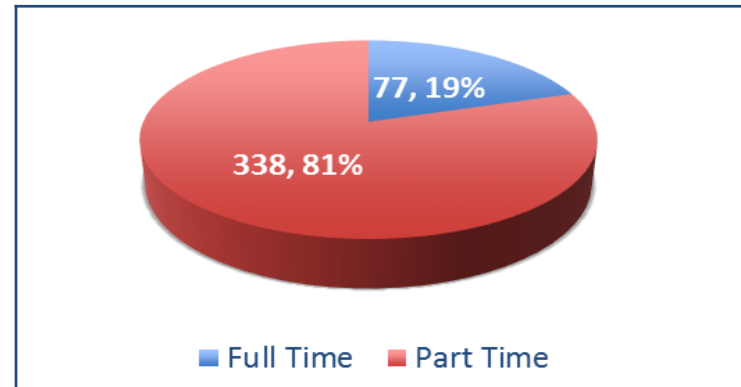
Overall Campus Enrollment

Academic Year 2014-15	Student Count (Duplicated)
Allstate	23
Clearwater	201
DT/MT	58
EC	150
EPI	26
HEC	87
Seminole	164
SP/Gibbs	157
Tarpon Springs	74



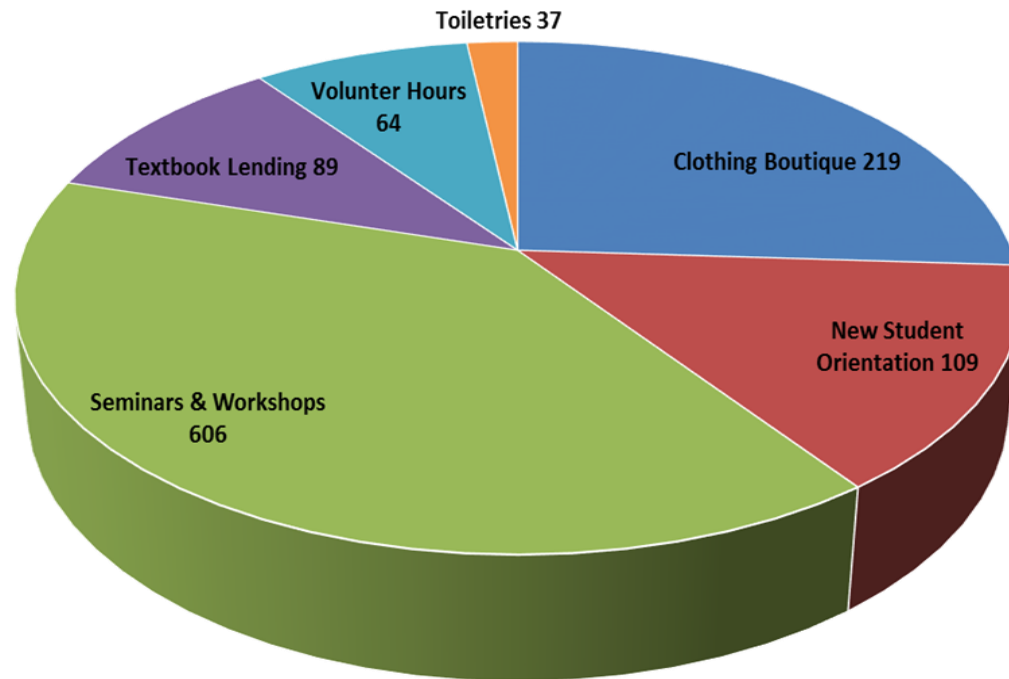
Degree and Enrollment Status

Degree Status	Student Count
Associate in Arts	182
Associate in Science	138
BS/BAS	87
Certificate	1
Non Degree	7

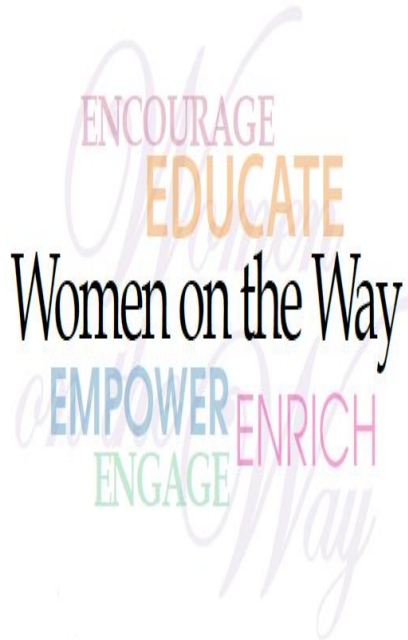


WOW Services

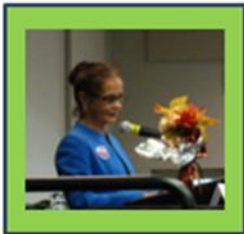
**WOW Services Provided to Students (Duplicated Count)
August 18, 2014 to April 8, 2015**



- Clothing Boutique
- New Student Orientation
- Seminars & Workshops
- Textbook Lending
- Volunter Hours
- Toiletries



Enrollment Projections



Unduplicated Students Served



Source: Pulse BI, Enrollment Trend

Student Outcomes

2013 – 2014 Academic Year

Served 414 Students (unduplicated)



Session	Students Enrolled	Graduates	Success Rate
Fall Aug-Dec 2013	318	18	77.9%
Spring Jan-May 2014	351	33	78.4%
Summer May- July 2014	182	10	77.5%

Retention: Dec 2013 to Jan 2014

81%

Persistence: Fall 2013 to Fall 2014

68%

WOW Expansion Model

	Campus	Personnel Expenses (including benefits)	Operating Expenses	Total
Current WOW Program Support	Clearwater (full service) MT & SEM (partial service)	\$86,680	\$3,785	\$90,465
WOW Program Campus Expansion Plan				
Summer 2015	Downtown/Midtown	\$45,076	\$3,000	\$48,076
Spring 2016	Seminole	\$45,076	\$3,000	\$48,076
Summer 2016	St. Petersburg/Gibbs	\$45,076	\$3,000	\$48,076
Spring 2017	Clearwater	\$45,076	\$3,000	\$48,076
Summer 2017	Tarpon Springs	\$45,076	\$3,000	\$48,076
TOTAL NEW EXPENSES		\$225,380	\$15,000	\$240,380

Source: Pulse BI, Enrollment Trend

*Projections based on (+25%) increase in number of students served

Next Steps

- Collaborate with campus leadership
- Hire Midtown Advisor
- Coordinate marketing & promotion plan
- Develop staff training schedule



Questions

SPC St. Petersburg
College
WOMEN ON THE WAY



Please Visit Us at
www.spcollege.edu/wow



**Marine Science
Labs & Classrooms**

SD submittal









June 16, 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:

HIRE Budgeted Administrative & Professional			
Name	Title	Department/Location	Effect. Date
Davis, Connor M	Coordinator, LRMA PR & Grants	Resource Development DO	06/15/15-06/30/16
Gibbons, Kaitlin M	Curriculum Development Special	Natural Science CL	05/26/15-06/30/16
Gould, Lisa M	Disability Resources Manager	Provost MT	06/01/15-06/30/16
Yaros, Elizabeth J	Instructional Tech Analyst	Special Programs/Intl Educ DO	05/17/15-06/30/16

TRANSFER/PROMOTION Budgeted Administrative & Professional			
Name	Title	Department/Location	Effect. Date
Ibarra, Jenica A	(Acting) Assc Dir Learning Resources	Learning Resources DT	06/01/15-12/31/15
Disler, Heather	(Acting) Associate Provost	Associate Provost DT	06/01/15-12/31/15
Hunt, Janette N	(Acting) Director, Budget & Compliance	Information Tech & Research DO	05/04/15-10/31/15
Carver, Eric H	(Acting) Provost	Provost HC	06/01/15-12/31/15
Caron, Ashley L	Asst Director, Accred & Assess	Academic Effective&Assessmt EPI	04/27/15-06/30/16
Navab, Saied	Career Services Support Coordn	Associate Provost CL	05/26/15-06/30/16
Christensen, Eva K	Director, Admissions & Records	Admissions & Records EPI	06/08/15- 06/30/16
Hill, Richard L	Instructional Design Specialist	Provost HC	05/11/15-06/30/16
Strickland, Mark F	(Acting) Provost	Provost SE	06/01/15-06/30/16
Seiter, Sondra P	Student Success Specialist	Business Administration EPI	05/18/15-06/30/16
Marion, Amie N	Student Support Manager	Provost TS	04/27/15-06/30/16

HIRE Budgeted Career Service			
Name	Title	Department/Location	Effect. Date
Charvat, Laura N	Administrative Svcs Specialist	Student Activities SPG	05/26/15
Martinez, Marcia	Administrative Svcs Specialist	Associate Provost CL	05/18/15
Lebitsch, Anna L	Administrative Svcs Specialist	Human Resources EPI	05/11/15
Selover, Terence M	Bus Operator	Facilities Services SPG	05/11/15
Charris, Emilia D	Custodian	Custodial Services CL	05/26/15
Wyatt II, John E	Custodian	Custodial Services HC	05/26/15
Warnell Jr, Richard R	Facilities Technician	Maintenance Services AC	06/01/15
Fontaine, Felicia L	Sr Administrative Svcs Assist	Associate Provost SPG	05/18/15
Bellamy, Rachel Elaine	Student Support Advisor	Associate Provost TS	05/26/15

TRANSFER/PROMOTION Budgeted Career Service			
Name	Title	Department/Location	Effect. Date
Eberle,Kelsey Jean	Administrative Svcs Specialist	Fine & Applied Arts SPG	05/18/15
Duprey,Wendy B	Instructional Supp Specialist	Learning Resources CL	04/27/15
Esposito,Frank D	Senior Facilities Specialist	Maintenance Services SPG	06/13/15
White,Brian N	Senior Facilities Specialist	Maintenance Services CL	04/25/15
Andrade,Micah W	Student Support Advisor	Financial Assistance Services SE	05/09/15

TRANSFER/PROMOTION Budgeted Faculty			
Name	Title	Department/Location	Effect. Date
Roberson,Heather C	Excellence in Teach&Learning Director	Ctr Excellence Teach&Learning CL	05/18/15-06/30/16

PERKINS GRANT ROLLOVER			
Name	Title	Department/Location	Effect. Date
Washington,Terry	Administrative Services Assistant	Corporate Training EPI	07/01/15
Meyer,Julia	Administrative Services Specialist	Career Pathways EP	07/01/15
Miller,Regina	Assistive Technology Specialist	Disability Resources EPI	07/01/15
Johnson,Henry	Communication Relations Coordinator	Marketing&Strategic Comm EPI	07/01/15
Hall,Gordon	Community Relations Coordinator	Marketing&Strategic Comm EPI	07/01/15
O'Neal,La'Keshia	Community Relations Coordinator	Marketing&Strategic Comm EPI	07/01/15
Ziegler,Jeff	Disability Resource Specialist	Disability Resource Specialist	07/01/15
Markford,Pam	Instructional Specialist II	New Initiative Program HC	07/01/15
Fenley,Irma	Interpreter	Disability Resources CL	07/01/15
Watson,Kaison	Pre-Admissions Advisors	Marketing&Strategic Comm EPI	07/01/15
Wyatt,Stephanie	Sign Language Interpreter	Disability Resources CL	07/01/15
Autry,Courtney	Student Support Advisor	Counseling & Advisement CL	07/01/15
Kelly,Danielle	Student Support Advisor	Counseling & Advisement CL	07/01/15
Campbell,Dustin	Technology Support Specialist Assist Tech	Disability Resources EPI	07/01/15

HIRE Temporary/Supplemental			
Name	Title	Department/Location	Effect. Date
Everett,Alison Rae	General Support	Corporate Training DO	06/08/15
Frandeka,Christina Marie	General Support	Enrollment Management DO	05/20/15
Lespinasse Ide Lafargue,K	Librarian- Temporary	Learning Resources DT	06/01/15
Okeefe-Fontaine,Laura A	OPS Career Level 1	Student Activities HC	05/20/15
Busquets,Daniel R	OPS Career Level 2	Marketing & Strategic Comm EPI	06/01/15
Slavensky,Leah Judith	OPS Career Level 2	Leepa/Rattner Museum DO	06/01/15
Mashburn,Carol A	OPS Career Level 3	Provost AC	05/23/15
Terhune,Sara	OPS Career Level 3	Corporate Training DO	05/26/15
Smith,Sara E	OPS Career Level 4	Corporate Training DO	06/01/15
Holloman,Caroline Collazo	OPS Career Level 5	Learning Resources CL	06/04/15
Helms,Jonathan D	OPS Career Level 6	Provost SE	05/26/15
Richardson,John W	OPS Professional	Fine & Applied Arts SPG	06/01/15
Vickrey,Austin T	OPS Professional	Fine & Applied Arts SPG	06/01/15
Walter,Sean M	OPS Technical Intern	Admin Information Systems EPI	06/03/15
Lemmon,Lynn S	Professional Trainer	Student Support Services SPG	05/27/15

TRAVEL OUTSIDE THE CONTINENTAL UNITED STATES			
Name	Title	Department/Location	Effect. Date
Hernandez,Roberto	Instructor	Center for Public Safety Innovation	06/28/15-07/18/15

The purpose of this travel is to visit the US Embassy in Lima, Peru, and to instruct a forty hour Advanced Policing course in June and July. The benefit to the College is to provide for nationally and internationally recognized training programs.

Funded by the Center for Public Safety Innovation Department. Estimated cost to the College is \$8,229.51.

Felos,Kimberly	Instructor	Fine & Applied Arts TS	06/30/15-07/05/15
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The purpose of this travel is to attend an iconic Van Gogh - Munch post-impression exhibit at the Munch Museum in Oslo, Norway. The benefit to the College is that it will increase knowledge of my teaching field of Western Humanities (Baroque to Contemporary includes Van Gogh and Munch; East-West synthesis compares Japanese art to Van Gogh's Japanese paintings; an introduction to Humanities includes Van Gogh and his "Rebellion against Perfect Likeness" in the textbook, *The Art of Being Human: The Humanities as a Technique for Living*).

Funded by the Fine & Applied Arts Department. Estimated cost to the College is \$1,907.05.

Wallis, Jim	Instructor	Natural Science TS	07/12/15-07/23/15
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The purpose of this travel is to visit Quito, Ecuador, and to offer St. Petersburg College students an educational opportunity to introduce them to rainforest and Central American ecology by combining lectures, labs, and discovery-oriented investigative experiences of the rainforest and coastal environments of Ecuador.

Funded by the Natural Science department. Estimated cost to the College is \$3,632.44.

Harris, Sam	Instructor	Communications CL	07/24/15-08/06/15
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The purpose of this trip is to visit the XVII World Congress of the World Federation of the Deaf in Istanbul, Turkey. The benefit to the College is to provide an opportunity for creating an ASL/International Study Abroad program.

Funded by the Communications Department. Estimated cost to the College is \$3,552.00

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

Sw0609152

June 16, 2015

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

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

SUBJECT: Contract Recommendations

Approval is sought for the following recommended personnel actions concerning contractual appointments for 2015-2016.

Recommend appointment to an annual instructional contract (2015-2016), contingent upon the successful completion of satisfactory service in the current year based on 36 ECH.

Name	Title	Department	Contract dates
Smisek, Maria	Instructor	Nursing HC	8/13/15-7/22/16
Concepcion, Iris	Instructor	Nursing HC	8/13/15-7/22/16

Recommend appointment to a continuing contract (2015-2016), contingent upon the successful completion of satisfactory service in the current contract year and official documentation of successful completion of required graduate coursework.

Name	Title	Department	Contract Dates
DeNooyer, Eric	Instructor	Mathematics SE	8/13/15
Torres, Renee	Instructor	Mathematics CL	8/13/15


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

Ssw0604151

June 16, 2015

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Pinellas Suncoast Transit Authority (PSTA)—Unlimited Access Program, Renewal and First Amendment to Agreement

Approval is sought to renew and amend the Agreement for the Unlimited Access Program, Pinellas Suncoast Transit Authority (PSTA) for an additional term of five years at a cost not to exceed \$515,948.11. Permission is also sought to enter into any related agreements or amendments, as may be necessary.

The College entered into a one-year agreement with the Pinellas Suncoast Transit Authority, effective August 18, 2014, to provide bus transportation under the Unlimited Access Program (U-Pass) for current students and staff of St. Petersburg College. During its first year, the U-Pass program has proved successful as student ridership has reached an estimated 50,000 rides monthly. Whereas, PSTA seeks to increase public transportation ridership in Pinellas County, which includes routes and stops near and on College campuses and sites, and the College desires to continue to provide countywide bus transportation for its students, the term of this agreement shall be five years. This First Amendment further provides that any modifications to schedules, routes or stops will be made collaboratively as to assure coverage for each campus and site. The parties will endeavor to implement a smart card or other interfacing electronic identification system, as well as best methods for ascertaining and recording student ridership.

Payments during the term will be a base derived from the previous year at an increase of 5% annually, plus a prorated amount (October 1-August 17) of any PSTA bus fare increase during the five-year term, to be capped at 12.5% each of these years and not to exceed two increases. It is estimated that year one of the term will be \$87,363.28, including an anticipated bus fare increase effective October 1, 2015. Payments, utilizing student activities funds, are anticipated to total between \$484,737.25 and \$515,948.11 over the five-year term, not to exceed the latter amount. The First Amendment renewal will be effective August 18, 2015, and extend through August 17, 2020.


Suzanne L. Gardner, General Counsel; Tonjua Williams, Senior Vice President, Student Services; and Jamelle Conner, Provost, recommend approval.

slg0603152

June 16, 2015

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Capital Improvement Program (CIP) (Summary worksheet #1) for FY 2016-2017 through 2020-2021

Approval is sought from the Board of Trustees for the FY 2016-2017 Capital Improvement Program

The Capital Improvement Program (CIP) is the process through which the College requests and receives construction allocations from the Public Education Capital Outlay (PECO) Fund. Each community college, college and university is required to annually submit a five-year plan for its capital outlay needs based upon the 5-year Educational Plant Survey. This is the fourth CIP based upon our new 5-Year Educational Plant Survey dated June 19, 2012.

Projects must be recommended and approved by the Board of Trustees and a State-validated Educational Plant Survey or Amendment to be included on the annual CIP to obtain Public Education Capital Outlay (PECO), Facilities Enhancement Challenge Grant (FECG), Capital Outlay & Debt Service (CO&DS) and State Board of Education Bond (SBE Bond) funding.

The deadline to submit the CIP to the Division of Florida Colleges is July 1, 2015. The CIP information will then be tabulated, submitted and approved by the State Board of Education, to be included in the 2016-17 Capital Outlay Legislative Budget Request.

The CIP is divided into three categories:

Renovation – the general upgrade of an existing facility with no change in use (e.g. new lighting, carpeting, roof, heating, ventilating and air conditioning, and compliance with the Americans with Disabilities Act) and site improvements

Remodeling – the changing of an existing facility by rearrangement of space, use (e.g. offices to classrooms) or any changes that impact exiting

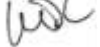
New Construction – Design and Construction of new facilities. This also includes site acquisition

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

June 16, 2015

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Credit Curriculum

The following is a summary of credit curriculum changes for which approval is sought for Spring 2016* (Term 0510). Please see attachment for additional information.

New/Deleted/Modified Programs (27 total):

College/School/Department	New	Deleted	Modified	Total
College of Business			3	3
College of Computer & Info Technology <i>New: Computer Info Tech AS & Help Desk Support Certificate</i>	2	1	3	6
College of Education			3	3
College of Public Safety Administration		5	1	6
Engineering & Building Arts Department			1	1
Fine Arts/Humanities Department <i>New: Digital Media/Multimedia Foundations Certificate</i>	1	1	2	4
Health Science Department			3	3
Natural Science Department			1	1

New/Deleted/Modified Courses (48 total):

College/School/Department	New	Deleted	Modified	Revitalized	Total
College of Business			1	1	2
College of Computer & Info Technology	2	2	5	2	11
College of Education	3			1	4
College of Health Sciences			4		4
College of Policy and Legal Studies			1		1
Communications Department	4			2	6
Engineering & Building Arts Department	1				1
Fine Arts/Humanities Department	3	1	1		5
Health Science Department			7		7
Mathematics Department				2	2
Natural Science Department	3				3
School of Veterinary Technology	1				1
Social & Behavioral Sciences Department			1		1

Credit Curriculum Updates for Spring 2016*

*Due to the college's Online Revitalization initiative, grant awards, and state-mandated curriculum changes, curriculum updates effective Fall 2015 (Term 0505) also have been made and are indicated in bold below.

Program & Course Updates Effective Spring 2016 (Term 0510)*

Note: Closed programs follow a three-year teach-out period and deleted courses follow a five-year teach-out period, unless otherwise indicated.

A. College of Business

1. **Program Updates:** The following programs were modified as a result of college initiatives:
 - a. Sustainability Management (SUSMGT-BAS): Replaced elective course *State & Local Government & Public Policy* (PUP 3040) with *Managerial Risk Analysis & Decision Making* (MAN 3503) to correct prerequisite structure. **Note: Effective Fall 2015 (505)**
 - b. Management and Organizational Leadership (MGTORG-BAS): *Management of Information Systems* (ISM 3011) will replace *Information Systems in Industry* (ISM 4301) as a subplan elective due to the latter course being deleted collegewide.
 - c. Project Management (PRJMGT-CT): Graduation rules added to require a 2.0 GPA and that all courses be completed with a minimum grade of C. Major core courses were revised to include the new 3-credit version of *Project Management Specialization* (MAN 4883). Students previously took the 1-credit version of this course three times with different topics.
2. **Course Updates:** The following courses were updated as a result of Online Revitalization and/or course review:
 - a. *Introduction to Business* (GEB 1011): Course description and MLOs updated as a result of the college's Online Revitalization initiative. **Note: Effective Fall 2015 (505)**
 - b. *Project Management Methodology in Specialization* (MAN 4883): Course description and MLOs updated to increase course credits to 3 from 1. Updated prerequisites to delete the need for a Project Management Institute Certificate or equivalent.

B. College of Computer & Information Technology

1. **New Programs:** The following programs were created as a result of program review:
 - a. Computer Information Technology (CIT-AS): 60 credits. Replaces the Technology Management (TECMGT-AS) program, which wasn't in alignment with the State Curriculum Framework.
 - b. Help Desk Support Specialist (HDSK-CT): 18 credits. Will be embedded in the new Computer Information Technology (CIT-AS) degree. Financial aid eligible.
2. **Deleted Program:** Technology Management (TECMGT-AS): Program does not align with the State Curriculum Framework. Students can opt to move to the new Computer Information Technology (CIT-AS) program, and all courses will remain active.
3. **Program Updates:** The following programs were modified as a result of changes to State Curriculum Frameworks, program review, or to stay current with industry standards:
 - a. Cyber Security (ITSC-AS) and Cyber Security (ITSC-CT): Program titles have changed from Information Technology (IT) Security to align with workforce and industry standards.
 - b. Web Development (WEBSDM-AS): Two major core courses were added to enable the embedding of a JavaScript certificate and prepare students for the CIW JavaScript Certification Exam. Two courses were deleted to accommodate this change.
4. **New Courses:** The following courses were developed as the result of program review:

- a. *Server-Side JavaScript* (COP 2844), 3 credits, added to the Web Development (WEBSDM-AS) program. Course helps embed a JavaScript certificate in the program and prepares students for the CIW JavaScript Certification Exam.
 - b. *Client-Side JavaScript* (COP 2803), 3 credits, added to the Web Development (WEBSDM-AS) program. Course helps embed a JavaScript certificate in the program and prepares students for the CIW JavaScript Certification Exam.
5. Course Updates: The following courses had major modifications as a result of Online Revitalization, course review, new State Curriculum Frameworks, or changes to industry standards:
- a. *Computer Applications* (CGS 1100): Major learning objectives updated to emphasize developing computer application competencies. Part of Online Revitalization. **Note: Effective Fall 2015 (505)**
 - b. *Introduction to Computer Programming* (COP 1000): Course description, MLOs, and recommended textbook updated for Online Revitalization. **Note: Effective Fall 2015 (505)**
 - c. *Introduction to Information Systems* (CGS 1301): Updated course description, MLOs, prerequisites to a minimum grade of C, and textbook.
 - d. *Interactive Web Media Tools* (CGS 1874): Updated course title from Introduction to Multimedia and course description terminology to reference current technology and terms. Updated prerequisite to require a minimum grade of C.
 - e. *Technology Support Internship* (CIS 2940): Updated course title from *Technology Management Internship*.
 - f. *Java Programming I* (COP 2250): Course description and MLOs have been updated to stay current with industry standards. Updated prerequisite to require a minimum grade of C.
 - g. *Management of Information Systems* (ISM 3011): Updated prerequisites and admission requisites, course description, MLOs, and textbooks.
6. Course Deletions: The following courses were deleted to remove obsolete or redundant content.
- a. *Network Technologies for Information Professionals* (ISM 4220): Course content no longer relevant.
 - b. *Information Systems in Industry* (ISM 4301): Content is similar to *Management of Information Systems* (ISM 3011). Students will be allowed to substitute ISM 3011 for this course.

C. College of Education

1. Program Updates: The following program were modified as a result of program review:
- a. Educational Studies With Subplans in Interdisciplinary Studies or Preschool Education (Birth to Age 4) (EDST-BS): Replaced *Senior Capstone for Educational Studies* (EDF 4932) with *EDST Internship* (EDG 4940). **Note: Effective Fall 2015 (505)**
 - b. Elementary Education (K-6) with Infused ESOL & Reading Endorsements (ELED-BS): Deleted 5 major core courses and added 3 new courses; overall program hours didn't change. All courses will continue to be offered for students with catalogue years prior to Fall 2015.
2. New Course: The following new courses were developed as a result of grant funding or community partnerships.
- a. *Child and Adolescent Development* (EDF 2130): 3 credits, course development for the Elite-AA program.
 - b. *Mathematics Content for the Elementary Grades* (MAE 4114), 3 credits, developed as a result of the Center for Excellence in Elementary Education grant. **Note: Effective Fall 2015 (505)**
 - c. *Science Concepts in the Elementary Classroom* (SCE 4113), 3 credits, developed as a result of the Center for Excellence in Elementary Education grant.

3. Course Updates: *Education and Public Policy in the United States* (EDF 3660): Major learning outcomes updated due to Online Revitalization. **Note: Effective Fall 2015 (505)**

D. College of Health Sciences

1. Course Updates: The following courses had major modifications as a result of course review:
 - a. *Orofacial Anatomy* (DES 1020) and *Orofacial Anatomy Laboratory* (DES 1020L): Updated admission requisites to add Dental Hygiene (DENHY-AS). Updated MLOs and recommended textbooks.
 - b. *Dental Materials* (DES 2100) and *Dental Materials Laboratory* (DES 2100L): Updated MLOs, recommended textbooks, and prerequisites.

E. College of Policy and Legal Studies

1. Course Updates: *Studies in Applied Ethics* (PHI 1600): Updated MLOs as a result of course review.

F. College of Public Safety Administration

1. Program Updates: The following programs were updated as a result of changes to State Curriculum Frameworks and/or program review:
 - a. Criminal Justice Technology Public Safety Services (CJPSS-AS): The Homeland Security subplan was deleted and replaced with a Cross Discipline subplan. All courses will continue to be offered.
2. Deleted Programs: The following programs were deleted due to the programs being "dagged" by the Florida Department of Education.
 - a. Fire Inspector I (FISI-CT), Fire Inspector II (FISII-CT), Fire Investigator I (FIVI-CT), Fire Officer I (FOI-CT), Fire Officer II (FSOII-CT). All courses will continue to be offered through the Fire Science Technology (FIRE-AS) program. **Note: Effective Fall 2015 (505)**

G. Communications Department

1. New Courses: The following new courses were developed as a result of college initiatives:
 - a. *Integrated ESL 1: Reading, Listening and Speaking* (EAP 1686) and *Integrated ESL 2: Writing and Grammar* (EAP 1685), 6 credits each, both are intensive, integrated skills courses providing a "Learning Community" support model to English as a Second Language students in their first general education classes and as they enter their academic pathways.
 - b. *Interdisciplinary Studies II: Composition II and Western Humanities-Baroque to Modern* (IDS 1112) and *Interdisciplinary Studies II: World Literature II and East-West Synthesis* (IDS 1337), 6 credits each, developed as part of the Interdisciplinary Studies program.
2. Course Updates: The following courses had major modifications due to Online Revitalization or course review:
 - a. *Composition I* (ENC 1101): Updated MLOs to adhere to Quality Matters standards, requisites to add courses and require a minimum grade of C. **Note: Effective Fall 2015 (505)**
 - b. *Public Speaking* (SPC 1608): Updated MLOs, prerequisites, course description and added textbook to adhere to Quality Matters standards.

H. Engineering and Building Arts Department

1. REVISION: Biomedical Engineering Technology (BMET-AS): Program will not be implemented for Fall 2015 (505), as previously indicated; awaiting SACS-COC approval.
2. Program Updates: Engineering Technology (ENG-AS): A Biomedical Technology subplan has been added to accommodate students interested in the delayed Biomedical Engineering Technology

(BMET-AS) program. The subplan is 24 credits. **Note: Effective Fall 2015 (505)**

3. New Course: *Survey of Medical Technology* (ETS 1407), 2 credits, developed for the Biomedical Engineering Technology degree and suplan.

I. Fine Arts/Humanities Department

1. New Programs: Digital Media/Multimedia Foundations (DMFND-CT), 15 credits: This certificate will provide the foundational prerequisite courses required for entry into additional certificates. All courses are also major core courses for the Digital Arts, Media and Interactive Web Design (DIG-AS) program. Not financial aid eligible.
2. Deleted Programs: Video Games Foundations (VGF-CT) was deleted as a result of program review and declining enrollment.
3. Program Updates: The following programs were updated as a result of changes to State Curriculum Frameworks:
 - a. Digital Arts, Media and Interactive Web Design (DIG-AS): Program modified to accommodate new embedded certificate.
 - b. Digital Media Multimedia Presentation (DMPRD-CT): Increased total program credits to 17 by adding major core courses, *Sound for Media* (DIG 2251) and *Media Planning* (DIG 2545), to align with State Curriculum Framework. Certificate is now financial aid eligible.
4. New Courses: The following new courses were added as a result of program review to the Digital Arts, Media and Interactive Web Design (DIG-AS) program:
 - a. *Creativity and Innovation in a Business Environment* (ENT 2614), 3 credits, developed to prepare students for workforce initiatives.
 - b. *Computer Animation* (GRA 2160), 3 credits, replaces a traditional drawing course to incorporate technology and software applications.
 - c. *Digital Art and Design* (DIG 2131), 2 credits, a foundational, major core course.
5. Deleted Courses: *ActionScript* (DIG 2312) was deleted after course review. Students will be allowed to substitute *Motion Graphics I* (DIG 2311) for this course.
6. Course Updates: *Legal Issues in Media Development* (DIG 2091) increased from 2 to 3 credits, with updated MLOs, as a result of course review.

J. Health Science Department

1. Program Updates: The following programs were updated a result of program review or advisory board recommendations:
 - a. Human Services Social Services (HSDIS-AS): Revised program to embed Youth Development Professional (YDPF-CT) certificate and Maternal and Child Health (MCHL-ATD) applied technology diploma.
 - b. Human Services Alcohol/Substance Abuse (HSM-AS): Updated program summary, job-related opportunities and support courses.
 - c. Physical Therapist Assistant (PTA-AS): Increased the amount of time students will spend in clinical placements, per advisory board and clinical site recommendations, by increasing *Physical Therapy Clinical Practice I* (PHT 1801L) from 3 to 4 credits. Overall program hours didn't change; *General Pharmacology for Health Professionals* (HSC 1149), 1 credit, was removed from the program of study.
2. Course Updates: The following courses had major modifications as a result of course review or advisory

board recommendations:

- a. *Health Data Analysis* (HIM 2215): Changed credit hours from 2 to variable (1-2). Updated MLOs and added admission to Healthcare Informatics (HCINF-CT) as a requisite. **Note: Effective Fall 2015 (505)**
- b. *Credentialing Exam Review* (HIM 2960): Changed credit hours from 1 to variable (1-2). Updated MLOs. **Note: Effective Fall 2015 (505)**
- c. *Physical Therapy Clinical Practice I* (PHT 1801L): Increased credit hours from 3 to 4 to enable students to have more time and experience at clinical sites.
- d. *Neurological Disabilities and Treatment* (PHT 2162): Updated major learning objectives to reflect new course content; revised recommended textbooks.
- e. *Therapeutic Exercise in Physical Therapy* (PHT 2220): Added and updated major learning objectives to keep course content current per accreditation standards.
- f. *Therapeutic Exercise in Physical Therapy Lab* (PHT 2220L): Updated MLOs, prerequisites so all courses require a minimum grade of C; added a recommended textbook.
- g. *Orthopedic Disabilities and Treatment* (PHT 2252): Updated major learning objectives and prerequisites so all courses require a minimum grade of C.

K. Mathematics Department

1. Course Updates: The following courses had major modifications as a result of Online Revitalization.
 - a. *Intermediate Algebra* (MAT 1033): Prerequisite language was revised and major learning outcomes were updated to adhere to Quality Matters standards. **Note: Effective Fall 2015 (505)**
 - b. *Exploration of Mathematics and Quantitative Reasoning* (MAT 1100): Prerequisite language was revised and major learning outcomes were updated to adhere to Quality Matters standards. **Note: Effective Fall 2015 (505)**

L. Natural Science Department

1. REVISION: Biotechnology (BIOT-AS): Program will not be implemented for Fall 2015 (505), as previously indicated; awaiting SACS-COC approval.
2. Program Updates: Environmental Science Technology (ENVSC-AS), major core courses have changed to accommodate the new general education requirements.
3. New Courses: The following courses were created as a result of new state requirements or programs.
 - a. *Earth Science* (ESC 1000C), 3 credits, a science core course approved by the state for the new general education requirements. Incorporates a lab experience within 3 credits.
 - b. *Introduction to Environmental Science* (EVR 1001C), 3 credits, a major core course for the Environmental Science Technology (ENVSC-AS) program. Incorporates a lab experience within 3 credits, addressing the new science general education requirements.
 - c. *Introduction to Biotechnology Model Systems* (BSC 2461), 3 credits, developed for the in-development Biotechnology (BIOT-AS) program.

M. School of Veterinary Technology


1. New Course: *Principles of Animal Nutrition* (ANS 3440), 3 credits, developed as an elective course for the Veterinary Technology (VETTC-BAS) program.

N. Social and Behavioral Sciences Department

1. Course Updates: *American National Government* (POS 2041): Removed all course requisites and updated MLOs to adhere to Quality Matters standards.

June 16, 2015

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr., President 
SUBJECT: U.S. Department of Justice: Bureau of Justice Assistance – Adjudication and Law Enforcement National Initiatives – Executive Session Police Leadership

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

The goal of the grant is to enhance and maintain an interactive website with new research, education, and training resources that will inform and educate stakeholders and future police leaders on 21st century public safety issues. This funding will allow CPSI to continue work on this highly visible, national law enforcement leadership project intended to identify the skill sets necessary for the next generation of law enforcement leaders to be successful in this changing world and assist with improving criminal justice responses nationwide. The project will focus on the two core areas of developing women and minority police leaders and improving the collaboration between police and prosecutors. This project will help leaders identify strategies to improve public safety, allocate resources more efficiently and reduce recidivism rates. Funds from this grant will also allow CPSI to: 1) create a model training curriculum that can be used across organizations and training environments, 2) develop accompanying instructional materials, and 3) maintain and host the Executive Session Police Leadership website. This funding will expand the work CPSI initiated in 2009 when awarded its first round of funding for this project.

The estimated period of performance will be from October 1, 2015 through September 30, 2017. Anticipated revenue to the College will be approximately \$399,571 during a two-year period. See attached Information Summary for additional information.

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

Attachment

el0603152

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

Date of BOT Meeting: June 16, 2015

Funding Agency or Organization: U.S. Department of Justice - Bureau of Justice Assistance

Name of Competition/Project: Adjudication and Law Enforcement
National Initiatives: Executive Session
Police Leadership

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 10/1/15 **End:** 9/30/17

Administrator: Scott Fronrath

Manager: Eileen LaHaie

Focus of Proposal:

The Center for Public Safety Innovation (CPSI) is proposing to work on a highly visible, national law enforcement leadership training project that will help improve criminal justice responses nationwide. Through this project, CPSI will enhance and expand the current Executive Session Police Leadership website. The project will focus on the two core areas of developing women and minority police leaders and improving the collaboration between police and prosecutors. Funds from this grant will allow CPSI to: 1) create a model training curriculum that can be used across organizations and training environments, 2) develop instructional materials, and 3) maintain multimedia and other resources on the Executive Session Police Leadership website.

Budget for Proposal:

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

Personnel & Benefits	\$ 206,541
Travel	\$ 46,530
Consultants/Contractors	\$ 140,500
Other Costs	\$ 4,800
Supplies & Materials	<u>\$ 1,200</u>
Total Budget	\$ 399,571

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below) \$ 399,571

Total amount from funder: \$ 399,571

Amount/value of match:	Cash:	N/A	
	In-kind:	N/A	
Required match or cost sharing:	No	X	Yes
Voluntary match or cost sharing:	No	X	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: Grant Accountant	\$8,565 (5% of grant accountant's salaries/benefits for 24 months)		

College Values, Strategic Initiatives and Activities Addressed:

Value(s):
1. Professional Development
2. Partnerships


Strategic Initiative:
1. Outreach

Strategic Activity:
1. College Experience Enhancements

June 16, 2015

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Florida Department of Education – Carl D. Perkins Vocational and Technical Education Act

Confirmation is sought for a grant proposal, submitted subject to Board of Trustees' approval, to the Florida Department of Education by St. Petersburg College for the Carl D. Perkins Vocational and Technical Education Act funds to continue Postsecondary Vocational programs. Permission is also sought to accept an estimated \$1,880,720 funding over a one-year period for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

Perkins Act funding provides for Post-Secondary Vocational (PSV) programs, allowing St. Petersburg College to provide services to students enrolled in Associate in Science degrees, Applied Technology Diplomas, College Credit Certificates and Postsecondary Adult Vocational (PSAV) programs. Specifically, the College will use grant funds to provide:

1. Services to assist special population students in identifying, enrolling and succeeding in the College's Post-Secondary Vocational programs. Special population students include students with disabilities, students who are educationally and economically disadvantaged, single parents, displaced homemakers, single pregnant women, and individuals enrolled in training non-traditional to their gender;
2. Coordination with Pinellas County Schools to develop a continuous, articulated program of studies from secondary to postsecondary education including transfer to a four-year university; and conversion of Programs of Study to the state mandated template; and
3. Staff development activities relating to improvement of Post-Secondary Vocational programs, integrating academic and technical education, articulation of technical programs between the Pinellas County Schools and SPC, and improvement of services to special population students and gender equity.

The grant is in its eighth year, renewable July 1 of each year. The funding requested could change when final allocations are awarded by the state. Perkins funds are provided to St. Petersburg College on a formula-driven basis. The number of economically disadvantaged students enrolled in Associate in Science Degree and Certificate programs also determines the allocation. SPC applied under one category: Postsecondary Vocational (PSV) Programs.

The estimated period of performance will be from July 1, 2015 through June 30, 2016. The College anticipates receiving approximately \$1,880,720 over the one-year period. See attached Information Summary for additional information.

Anne Cooper, Senior Vice President, Instruction and Academic Programs; Suzanne L. Gardner, General Counsel; Jason Krupp, Director of Workforce Services; and Lisa Yacso, Career Pathways/Workforce Specialist, recommend approval.

Attachment

ks0603152

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

Date of BOT Meeting: June 16, 2015

Funding Agency or Organization: Florida Department of Education

Name of Competition/Project: Carl D. Perkins Vocational and Technical Education Act

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 7/1/15 **End:** 6/30/16

Administrator: Jason Krupp

Manager: Lisa Yacso

Focus of Proposal:

Under the Carl D. Perkins grant, the College applies for funding from the Post-Secondary Vocational (PSV) Programs, which include Associate in Science degrees, Applied Technology Diplomas, College Credit Certificates, and Postsecondary Adult Vocational (PSAV) programs. This provides funding for services to assist special populations enroll in and/or complete Post-Secondary Vocational programs, enhance Post-Secondary Vocational programs, provide for SPC faculty to participate in training programs related to improving Post-Secondary Vocational programs, integrating academic and vocational education, and cooperating with Pinellas County Schools to develop strategies for a seamless continuum of services and transition from secondary through postsecondary education.

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 (Salary & Benefits)	\$1,475,763
Travel	\$ 75,000
Freight & Postage	\$ 2,100
Printing & Duplicating	\$ 24,000
Materials & Supplies	\$ 25,128
Other: Industry Certification Fees & Preparation for Testing	\$ 77,000
Other: Career Services Technology	\$ 5,000
Other: Career Pathways events	\$ 23,000
Equipment	\$ 160,021
Indirect	<u>\$ 13,708</u>
Total	\$1,880,720

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$ 1,880,720
Total amount from funder:	\$ 1,880,720
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:	up to 1% (For Post-Secondary Vocational Programs)
(Fixed) administrative fee:	N/A
Software/materials:	N/A
Equipment:	N/A
Services:	N/A
Staff Training:	N/A
FTE:	For registration and retention of students with special needs
Other:	N/A


College Values, Strategic Initiatives and Activities Addressed:

Value(s):	<ol style="list-style-type: none"> 1. Student Focus 2. Academic Excellence 3. Partnerships 4. Outstanding Service
Strategic Initiative(s):	<ol style="list-style-type: none"> 1. Faculty and Staff Development 2. Outreach 3. Student Engagement 4. Student Support
Strategic Activity(ies):	<ol style="list-style-type: none"> 1. Accelerated Degree Programs 2. Advising Process Enhancements 3. College Experience Enhancements 4. Expanded Workforce Offerings and Improved Placement Tracking 5. Student Success and Out of Classroom Support 6. Revitalization of Distance Learning

June 16, 2015

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: National Endowment for the Arts – Challenge America Fast Track Program

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, by St. Petersburg College to the National Endowment for the Arts (NEA) for the Challenge America Fast Track grant opportunity. Permission is also sought to accept \$10,000 in funding for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

The NEA Challenge America Fast Track program exists to extend the reach of the arts to underserved populations that have limited access to the arts due to geography, ethnicity, economics, or disability. In response to this, SPC proposes to expand the existing Midtown Recording Arts Program (M-RAP) at the Royal Theater, a partnership between: 1) the College's Music Industry/Recording Arts (MIRA) program; 2) EMIT, a nonprofit presenter of adventurous music and educational workshops; and 3) Boys and Girls Club of the Suncoast. This partnership provides instruction in recording arts and music production for middle-school aged youth in St. Petersburg's Midtown community at the Royal Theater.

M-RAP at the Royal Theater provides culturally relevant educational experiences for Midtown youth, a population that is passionate about music but has limited access to the instruction, equipment and facilities required to compose and produce it. The program's technical aspects will provide youth with the additional benefits of developing and applying skills in STEM, critical thinking, problem solving and teamwork/project management.

The estimated period of performance is January 1, 2016 through December 31, 2016. Total project budget is estimated at \$10,000 over a one-year period. A minimum 1:1 match is required, of which SPC is contributing \$8,000. See attached Information Summary for additional information.

Anne Cooper, Senior Vice President, Instruction and Academic Programs; Suzanne L. Gardner, General Counsel; and Jonathan Steele, Dean, Humanities & Fine Arts, recommend approval.

Attachment

js0603152

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

Date of BOT Meeting: June 16, 2015

Funding Agency or Organization: National Endowment for the Arts (NEA)

Name of Competition/Project: National Endowment for the Arts –
Challenge America Fast Track Program

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 1/1/16 **End:** 12/31/16

Administrator: Jonathan Steele

Manager: David Manson

Focus of Proposal:

Known as the Midtown Recording Arts Program (M-RAP) at the Royal Theater, SPC’s proposal is to expand the existing Midtown Recording Arts Program (M-RAP) at the Royal Theater, a partnership between: 1) the College’s Music Industry/Recording Arts (MIRA) program; 2) EMIT, a nonprofit presenter of adventurous music and educational workshops; and 3) Boys and Girls Club of the Suncoast. This expanded partnership will provide one-on-one and workshop instruction in recording arts and music production for middle- and high-school aged youth in St. Petersburg’s Midtown community at the Royal Theater, keyboard instruction and field trips to the MIRA program at the St. Petersburg/Gibbs campus.

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.)

Equipment & Supplies	<u>\$ 10,000.00</u>
Total Budget	<u>\$ 10,000.00</u>

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below) \$ 26,000.00

Total amount from funder: \$ 10,000.00

Amount/value of match: Cash: \$10,000.00
In-kind: \$ 6,000.00

Required match or cost sharing:	No	Yes X
Voluntary match or cost sharing:	N/A	
Source of match/cost sharing:	SPC (\$8,000 General Funds); EMIT (\$2,000 cash, \$1,000 in-kind); Boys & Girls Club (\$5,000 in-kind)	
Negotiated indirect cost:	N/A	
(Fixed) administrative fee:	N/A	
Software/materials:	N/A	
Equipment:	N/A	
Services:	N/A	
Staff Training:	N/A	
FTE:	N/A	
Other:	N/A	


College Values, Strategic Initiatives and Activities Addressed:

Values:	<ol style="list-style-type: none"> 1. Academic Excellence 2. Partnerships 3. Diversity
Strategic Initiatives:	<ol style="list-style-type: none"> 1. Outreach 2. Student Engagement
Strategic Activity:	<ol style="list-style-type: none"> 1. Encourage Partnerships

June 16, 2015

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Amendment #5 to extend the Lease Agreement between St. Petersburg College and St. Petersburg Downtown Partnership, Inc., for a Lease of Office Space at the Downtown Center for an additional 24 months.

Authorization is requested to execute Amendment #5, which extends the lease agreement between St. Petersburg College and St. Petersburg Downtown Partnership, Inc., for an additional 24 month term. This authorization also includes authority for the President to enter into any renewals of the foregoing lease under the same terms and conditions.

On December 17, 2008, the Board approved the original lease agreement between St. Petersburg College and the St. Petersburg Downtown Partnership, Inc. The St. Petersburg Downtown Partnership has expressed an interest in renewing the lease agreement for additional two years. The lease rate will remain at \$10.70 per square foot inclusive of taxes for a total annual lease amount of \$5,243.00 (490 square feet x \$10.70 per square foot). Total cost over the two year agreement will be \$10,486.00 and shall run from July 1, 2015 through June 30, 2017. All other terms and conditions of the Agreement shall remain the same.

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

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

Doug Duncan, Senior Vice President, Administrative/Business Services and Information Technology; Jim Waechter, Associate Vice President, Facilities Planning and Institutional Services; Kevin Gordon, Provost, Downtown Center, recommend approval.

Attachment

June 16, 2015

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Baynard, McLeod and Lang, PA—Legal Services as Board Attorney

Authorization is sought to extend the agreement with Baynard, McLeod and Lang, PA to provide the legal services of Joseph H. Lang, Esquire, to continue to serve as the Board attorney for the period commencing July 1, 2015 and continuing through June 30, 2016. Under the terms of the Agreement, Mr. Lang will receive a retainer of \$400 per month and an hourly rate of \$250 for services rendered. The Agreement will also provide that Mr. Lang may elect to use other firms, at agreed upon rates, for specialty issues not handled by Mr. Lang's firm. Although the total amount of this Agreement cannot be determined at this time, expenditure approval, for Mr. Lang's firm and other firms used to provide services contemplated herein, is requested for up to the approved budgeted amount for Fiscal Year 2015-16.


Suzanne L. Gardner, General Counsel, recommends approval.

ps0603151

May 27, 2015

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Accounts Receivable Write-Off

Pursuant to Section 1010.03, Florida Statutes, the College is submitting for approval the accounts receivable write-off list for uncollected receivables recorded prior to June 30, 2013. In each instance, the receivable is at least two years old.

Accounts older than two years are written off as receivables for financial reporting purposes; however, the debt remains outstanding as an obligation for the debtor. The debtors are not allowed to register or obtain transcripts until the debt is paid in full.

The decrease in the write-off over the previous year is attributable primarily due to financial aid debts. The total write-off this year decreased by 22%. Accounts receivable has trended slightly higher for the last two years with a projected 5% increase in write-offs next year. Approved write-offs for last year totaled \$1,241,488.78.

Accounts to be written-off, totaling \$965,104.66 are summarized on the following schedule:

Student Tuition Debt:	\$329,380.34
Financial Aid:	\$624,961.47
Return Checks/Other:	\$10,762.85
Total Write-off	\$965,104.66

Doug Duncan, Senior Vice President, Administrative/Business Services and Information Systems; Theresa Furnas, Associate Vice President, Financial and Business Services; and Mike Meigs, Director of Student Accounting and Business Systems, recommend approval.



St. Petersburg Collegiate High School

A charter school at St. Petersburg College
Governing Board Meeting
June 16, 2015
Starla Metz, principal



SPCHS Highlights for 2014-15



***Bernadette Mead
Bank of America
Student Leader and
SPC Apollo Award Finalist***



SPCHS Highlights 2014-15



SPCHS Highlights 2014-15



SPCHS Highlights 2014-15



Amy Rice, Class of 2008





St. Petersburg Collegiate High School

A Charter School at St. Petersburg College

Governing Board Meeting
St. Petersburg/Gibbs Campus
Student Services Building (SS 202)
June 16, 2015

Agenda

1. SPCHS Highlights for 2014-15
2. SPCHS Proposed Budget for 2015-16 (submitted for approval)

**St. Petersburg Collegiate High School
Proposed Budget
2015-16**

	Proposed Budget	Prior Year Approved
	FY 2016	Budget FY 2015
	7/1/2015 - 6/30/2016	07/01/2014 - 06/30/2015
Revenue		
Funding Sources		
FEFP Funding	\$ 1,312,621	\$ 1,240,982
Capital Outlay Funding	93,000	88,400
Title II Professional Development Reimbursement	9,500	
A+ Recognition Award	22,200	
Budget Stabilization Reserve (Fund Balance)	24,400	46,690
Total Funding Sources	\$ 1,461,721	\$ 1,376,072
Operating Expenses		
Personnel Cost		
Instructional	470,063	453,140
Administrative and Instructional Support	449,724	419,694
Temporary (Non-recurring)	5,000	3,000
Total Personnel Cost	\$ 924,787	\$ 875,834
Current Expense		
Workshops and Travel (partially Title II)	14,500	7,000
Classroom Supplies	1,000	1,000
Textbooks and Instructional Materials	159,200	175,300
Computer Leases	5,880	23,600
Minor Equipment (computers)	32,975	1,750
Facility Lease (Partially from Capital Outlay Funds)	191,804	188,043
Professional Services & Fees	52,000	36,000
Repairs /Service Contracts	4,575	0
Transportation	10,000	12,000
Food	45,000	40,000
Office Supplies and Equipment	8,800	3,000
Lease Ricoh Copiers	2,200	5,545
Postage	1,000	1,000
Printing/Photocopying/Advertising	8,000	6,000
Total Current Expense	\$ 536,934	\$ 500,238
Capital Spending		
Total Capital Spending	\$ -	\$ -
Total Budgeted Expenditures	\$ 1,461,721	\$ 1,376,072
Ending Fund Balance Reserve (est.)	\$ 999,600	\$ 734,860