

AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES March 21, 2017

ALLSTATE CENTER
3200 34th Street S., Desoto Room 103
St. Petersburg, FL

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
None
- B. Recognitions/Announcements

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 February 21, 2017 (*Action*)

V. MONTHLY REPORTS

- A. Board Attorney
- B. General Counsel

VI. STRATEGIC FOCUS AND PLANNING

A. STUDENT SUCCESS AND ACHIEVEMENT

- 1. Workforce Update – Dr. Jason Krupp, Director of Workforce Services and Dr. James Connolly, Director of Workforce and Professional Development (*Presentation*)

B. STUDENT SERVICES

- 1. Graduation and Completion Trends – Mr. Djuan Fox, Coordinator, Academic Projects and Ms. Eva Christensen, Director, Admissions and Records (*Presentation*)

C. BUDGET AND FINANCE

1. Monthly Financial Report – Ms. Janette Hunt, Budget and Compliance Director (*Presentation*)

D. ADMINISTRATIVE MATTERS

1. Human Resources
 - a. Personnel Report (*Action*)
2. Annual Membership Assessment in Florida College System Risk Management Consortium (*Action*)

E. ACADEMIC MATTERS

1. Honors Program Update – Mr. Earl Fratus, Honors Program Director (*Presentation*)

VII. CONSENT AGENDA

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

B. NEW BUSINESS

1. ACADEMIC MATTERS
 - a. Credit Curriculum Changes (*Action*)
 - b. Workforce and Professional Development Curriculum Changes (*Action*)

VIII. INFORMATIONAL REPORTS - None

IX. PRESIDENTIAL SEARCH UPDATE

- Ms. Desiree Woroner, Director, Human Resource Development

X. PUBLIC ACCESS/UNAGENDAED ITEMS

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

XII. PRESIDENT'S REPORT

XIII. NEXT MEETING DATE AND SITE

April 18, 2017, Epi Center

XIII. ADJOURNMENT

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting March 21, 2017, 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: March 10, 2017

Workforce Update

James Connolly, PhD – Director Workforce & Professional Development
Jason Krupp, PhD – Director of Workforce Services
SPC Board of Trustees – March 21, 2017

Healthcare & Healthcare Conferences – 920 Enrollments



**Clinical Medical
Assistant**



**Active Shooter
Conference**

Information & Innovative Technologies - 935 Enrollments

**Certified
Production
Technician**



**Unmanned Aerial
Systems (UAS)
Remote Pilot
Certification**



Business & Finance – 663 Enrollments

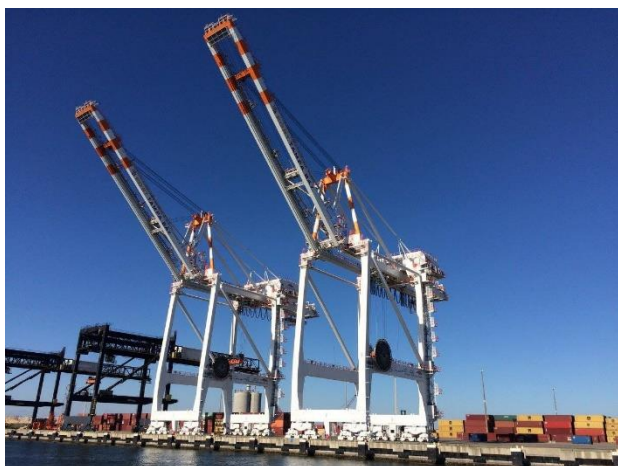


**Project
Management**



Entrepreneurship

Supply Chain Management – 614 Enrollments



**Tampa Bay
Port Authority**

**Total
Course Enrollments
For All Sectors
3132**

Industry Certifications, Licenses, and Continuing Education Units Earned

Cert Earned	Business/ Finance	Health	Manufacturing	Technologies	Total	Public Safety (Allstate)	Supply Chain (College of Business)	Total
FY 2017	489	920	5	61	1502	547	298	2347
FY 2016	387	896	43	74	1400	818	310	2528
FY 2015	266	812	67	42	1187	569	20	1776

Information and Innovative Technologies

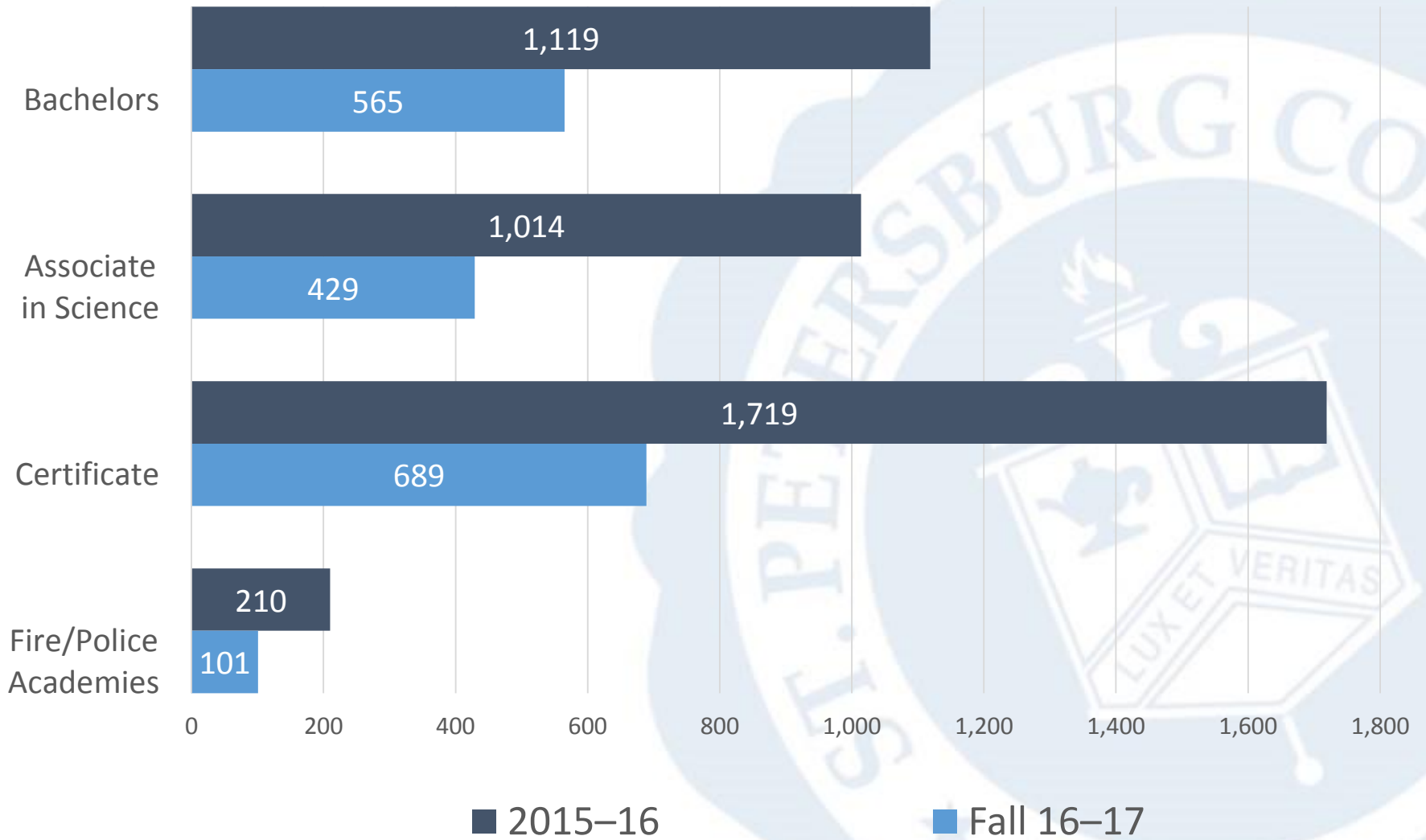
- Cyber Security
- Information Technology Infrastructure Library - ITIL
- Data Analytics
- Advanced Unmanned Aircraft Systems Flight (Drones)

Business and Finance

- Entrepreneurship (*revised to include idea generation & decision making*)
- Project Management
 - Fundamentals (precursor to CAPM/PMP)
 - Agile Certified Practitioner (PMI-ACP)
- Digital Media Marketing (Search Engine Optimization-SEO)
- Instructional Design and Instructional Technology

Note: All offerings are strategically selected based on market research to include Department of Labor, Regional Targeted Occupations List, and market trends.

Workforce Graduates



Industry Certification

Discipline	Earned 2015-16	Earned 2016-17 As of 2/20/17
Business	3	8
Technology	69	49
Engineering, Manufacturing and Building Arts	37	33
Orthotics and Prosthetics	0	4
Arts, Humanities and Design	21	13
Total	130	107



Licensure Pass Rates

Programs	2015-16	National or State Average
Corrections State Exam**	100	77
Dental Hygiene National Exam	97	95
Education State Exam	100	N/A
Emergency Medical Technician National Exam	96.3	70*
Fire Academy State Exam**	97.1	93.5*
Funeral Services		
National Exam Arts	95	74
National Exam Science	93	77
Health Info Management National Exam	82	69
Law Enforcement State Exam**	93	81.3
Nursing National Exam	90.9	82.7
Paramedic National Exam	82	72*
Physical Therapist Assistant National Exam	100	88.8
Radiography National Exam	100	88.4
Veterinary Technology National Exam	73.2	65.5

** Administered at Certification Testing Center

* 2016 State Average



Career Services Tools

Career Activity	Tool
Assessment	Focus 2
Exploration	Virtual Job Shadow
Preparation	Optimal Resume
Search	Career Launch
Placement	GradCast

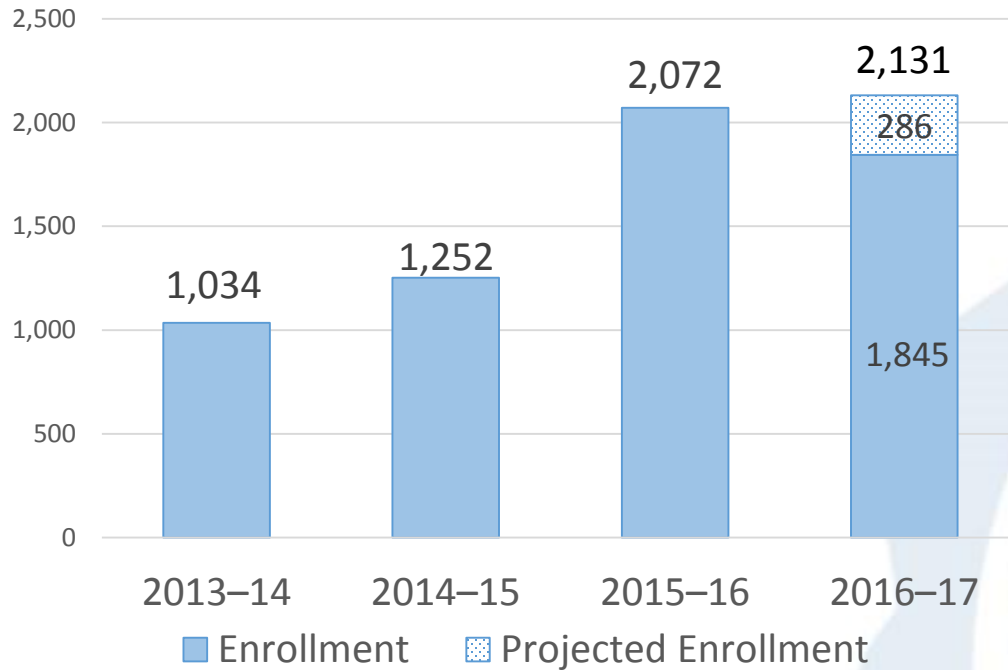
Term	Career Services Webinars Viewed
Fall 15–16	906
Fall 16–17	2,120



263 Businesses Created
Accounts in Fall 16-17



Internship Growth



Geek Bar at St. Pete/Gibbs Campus

RAYMOND JAMES



Placement Report

Workforce and Baccalaureate Placement - 2013–14 Graduates

Program	Pool	Military	Continuing Education	Employed In Field	Total Placed	%
Associate in Science	734	N/A	143	525	668	91
Certificate and Vocational	1597	N/A	386	1002	1388	87
Bachelor	246	3	23	183	209	85

Source: SPC Fact Book, Table 10

Graduating Students: Placement

Spring 2016–17

Program	Students Reporting	Military	Continuing Education	Employed In Field	Requested Job Search Assistance
Associate in Arts	414	3%	58%	20%	24%
Associate in Science	181	2%	16%	38%	41%
Bachelor of Applied Science	127	2%	37%	54%	35%
Bachelor of Science	149	3%	50%	62%	32%
Certificate	35	0%	14%	34%	40%

Questions?



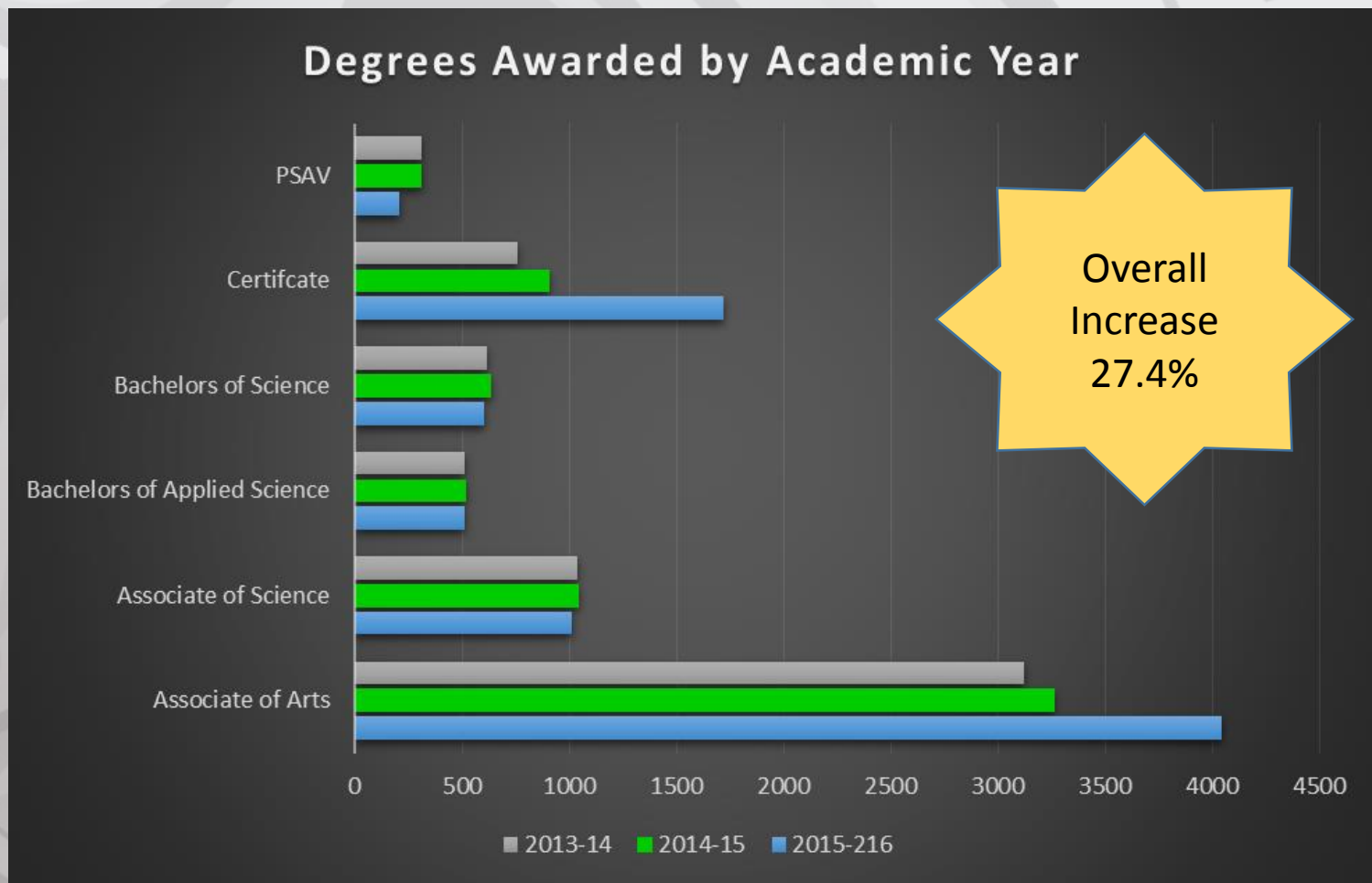
Graduation and Completion Trends

Eva Christensen, Admissions & Records
Djuan Fox, Institutional Effectiveness





Graduation Trends

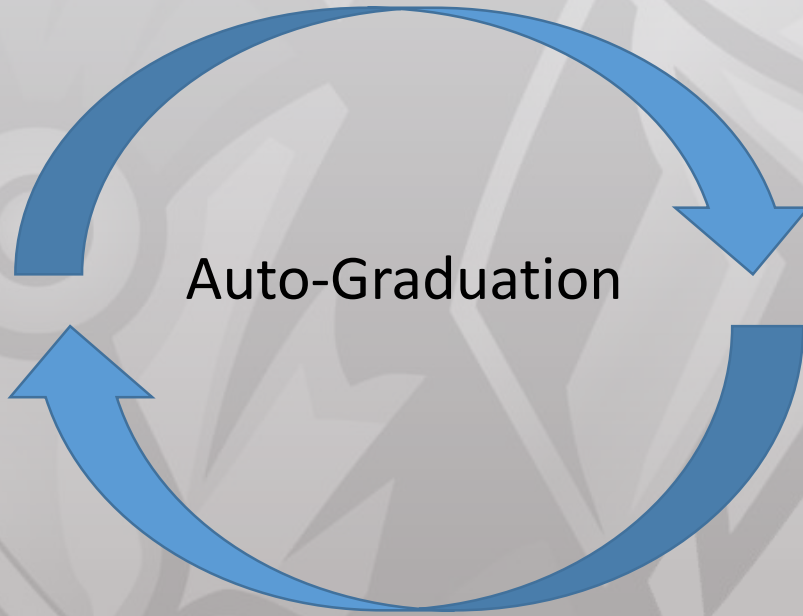


Source: PULSE Grads_by_Award_Term



Auto-Graduation

Student
Initiated



College
Initiated

Reversed the model – Graduation traditionally student initiated, effective Spring 2016, completely college-initiated

Degree candidates identified at beginning of term, notified of eligibility for both primary degree sought and any embedded credentials

Graduation application and fee eliminated

Automatically awarded degree or credentials at end of term



Academic Pathways



Recommended Academic Pathway - Effective Fall 2016
Computer Programming and Analysis (CWPA-AS)
C++/VB.NET Tracks with embedded
Computer Programming Specialist Certificate (CPS-CT) 18 credits
& Computer Programmer Certificate (CMPRG-CT) 33 credits

Seq #	Course	Course Title	Credit	Type	Term Offered	Pre-Req	Options Available
1	MAT 1033	Intermediate Algebra	3	PreReq	F, Sp, Su		Y
2	CGS 1070	Basic Computer and Information Literacy	1	Gen Ed	F, Sp, Su		Y
3	MAC 1105	College Algebra	3	Gen Ed	F, Sp, Su	Y	Y
4	COP 1000	Introduction to Computer Programming	3	Core ^{1,2}	F, Sp, Su		
5	CPS 2402	Programming in C++ for Business	3	Track ^{1,2}	F, Sp, Su	Y	
6	COM 1101	Composition I	3	Gen Ed	F, Sp, Su		Y
7	COM 1831	Web Foundations/Essentials	3	Core ^{1,2}	F, Sp, Su	Y	
8	COM 2823	Advanced Web Site Development	3	Core ²	F, Sp	Y	
9	PHI 1600	Studies in Applied Ethics	3	Gen Ed	F, Sp, Su		Y
10	COP 2837	Visual Basic NET Programming I	3	Track ^{1,2}	F, Sp, Su	Y	
11	COP 2222	Advanced C++ Programming for Business	3	Track ^{1,2}	F, Sp	Y	
12	POS 2041	American National Government	3	Gen Ed	F, Sp, Su		Y
13	SPC 1065	Business and Professional Speaking	3	Gen Ed	F, Sp, Su		Y
14	CGS 1560	Computer Operating Systems	3	Core	F, Sp	Y	
15	CNT 1000	Local Area Network Concepts	3	Core	F, Sp, Su		
16	COP 2390*	C++ Programming with DirectX	3	Track ^{1,2}	F, Sp	Y	Y
17	COP 2838	Visual Basic NET Programming II	3	Track ^{1,2}	F, Sp	Y	
18	HUM 2270	Humanities (East-West Synthesis)	3	Gen Ed	F, Sp, Su		Y
19	CTS 2433	SQL Database Design & Programming	3	Core ²	F, Sp	Y	
20	COP 2801	JavaScript	3	Core ^{1,2}	F, Sp, Su	Y	
21	COP 2839*,**	ASP.NET Programming with B#/VB.NET	3	Track ^{1,2}	F, Sp	Y	Y
22	COP 2940	Computer Programming Internship	3	Core	F, Sp, Su	Y	

Certificate 1
(18 credits)

Certificate 2
(33 credits)

Associates Degree
(60 credits)

Computer Programming and Analysis A.S.
 Computer Programmer Certificate
 Computer Programming Specialist Certificate

Direct transfer into Technology Development and Management B.A.S.

Automatically offered admission to B.A.S. in last term of A.S. degree program

Our Graduates





Who are our Graduates?

2015-16 Graduating Student Survey

	A.A. Degree	A.S. Degree	Baccalaureate Degree	Certificate	Total
Not employed	371 (25%)	100 (18%)	102 (15%)	24 (16%)	597 (21%)
Working 15 or fewer hours per week	194 (13%)	96 (17%)	43 (6%)	11 (8%)	344 (12%)
Working 16-30 hours per week	387 (27%)	110 (20%)	88 (13%)	27 (18%)	612 (21%)
Working 31-40 hours per week	328 (22%)	134 (24%)	256 (37%)	56 (38%)	774 (27%)
Working 40 or more hours per week	180 (12%)	117 (21%)	210 (30%)	29 (20%)	536 (19%)
Total Respondents	1460	557	699	147	2863



Where are they now?

Annual Salary by Degree or Certificate Awarded

Hourly Wage/ Approximate Annual	BS/BAS	A.A.	A.S.	Certificate	TOTAL
Less than \$10.00 (less than \$21,000)	2.1%	24.0%	3.8%	3.4%	11.7%
\$10.00 - \$14.99 (\$21,000 - \$30,999)	11.7%	32.0%	19.2%	28.8%	24.1%
\$15.00 - \$19.99 (\$31,000 - \$41,999)	21.8%	16.1%	15.4%	26.3%	18.7%
\$20.00 - \$24.99 (\$42,000 - \$51,999)	14.4%	7.0%	29.1%	21.2%	15.6%
\$25.00 or more (\$52,000 or more)	50.0%	20.8%	32.4%	20.3%	29.9%
Total Responses	188	341	182	118	829



Where are they now?

Continuing Education at Institutions Other than SPC

Institution	Total
University of South Florida	56.3%
University of Florida	8.29%
University of Central Florida	7.10%
Florida State University	4.07%
Florida International University	1.83%
Other In-State Institutions	11.36%
Out-of-State Institutions	9.76%



Source: Student Clearinghouse: Student Tracker, 2016 A.A. Graduates

Progression Trends

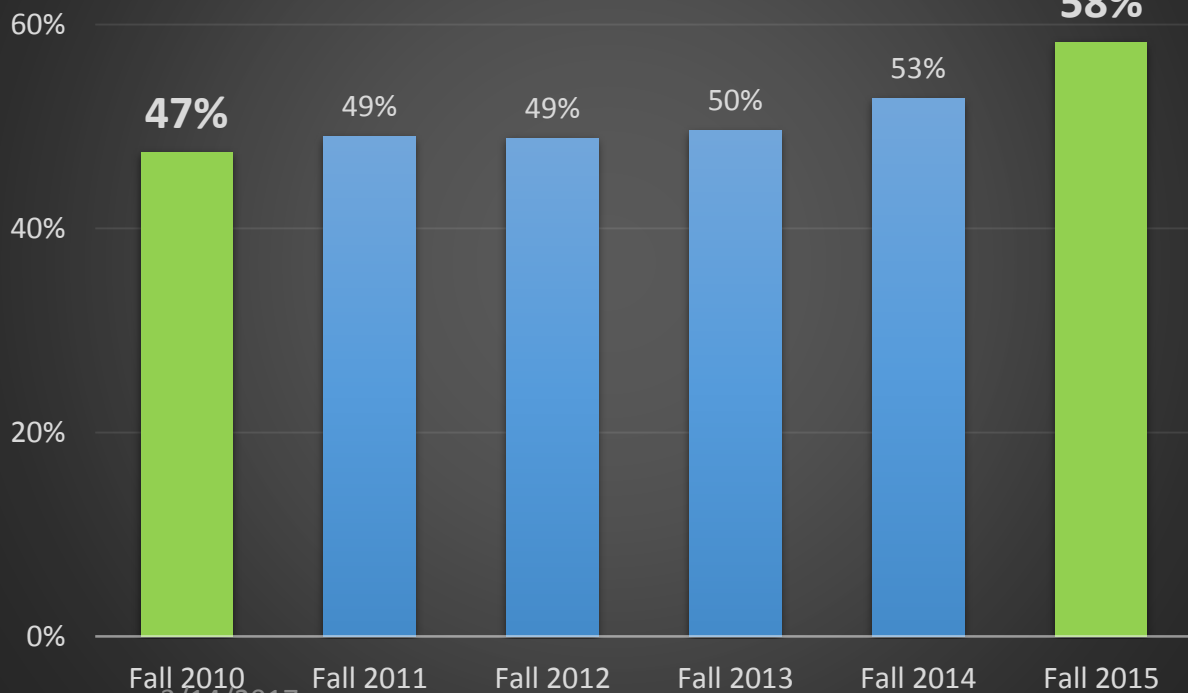




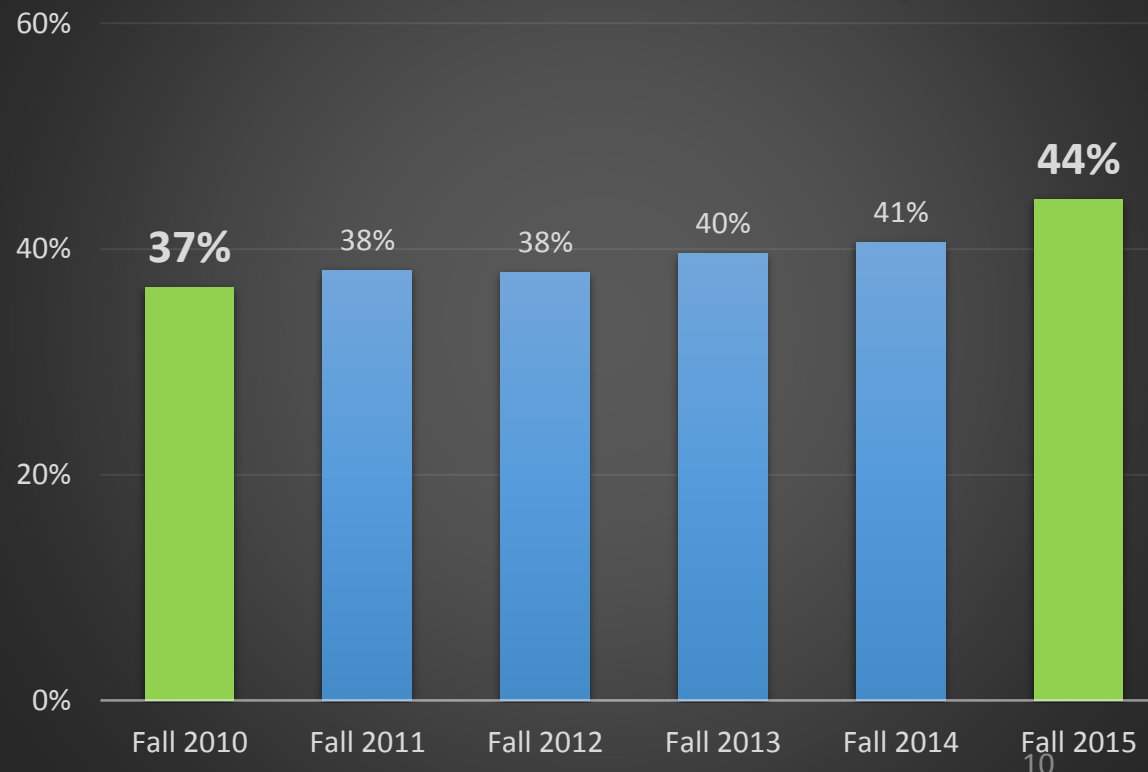
Progression Trends

Early Momentum

Earned 6+ College Credits in 1st Term



Earned 15+ Credits in year 1

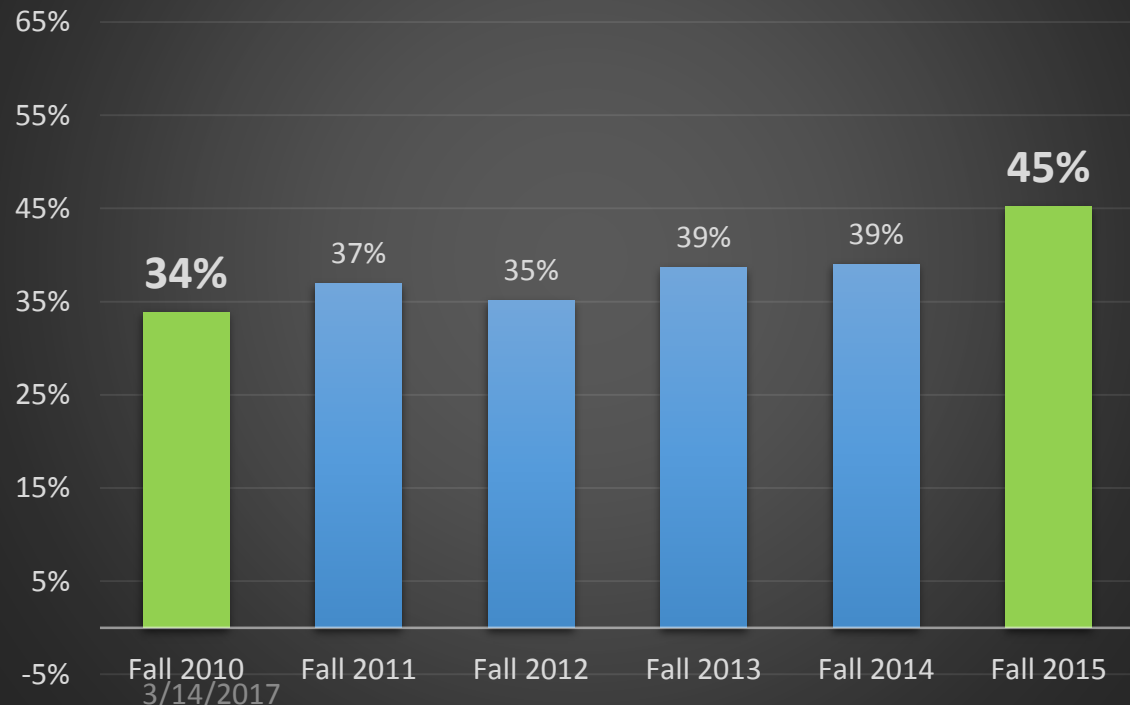




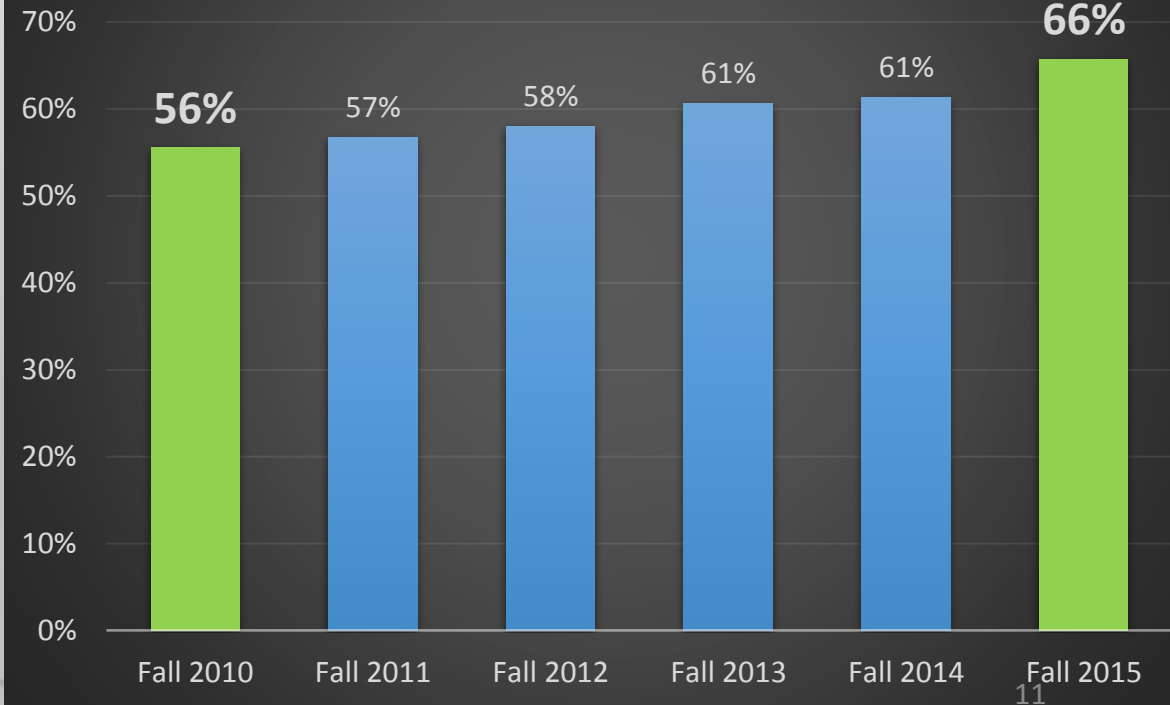
Progression Trends

Course Completion: Gateway Math or English

Completed College Math in Year 1



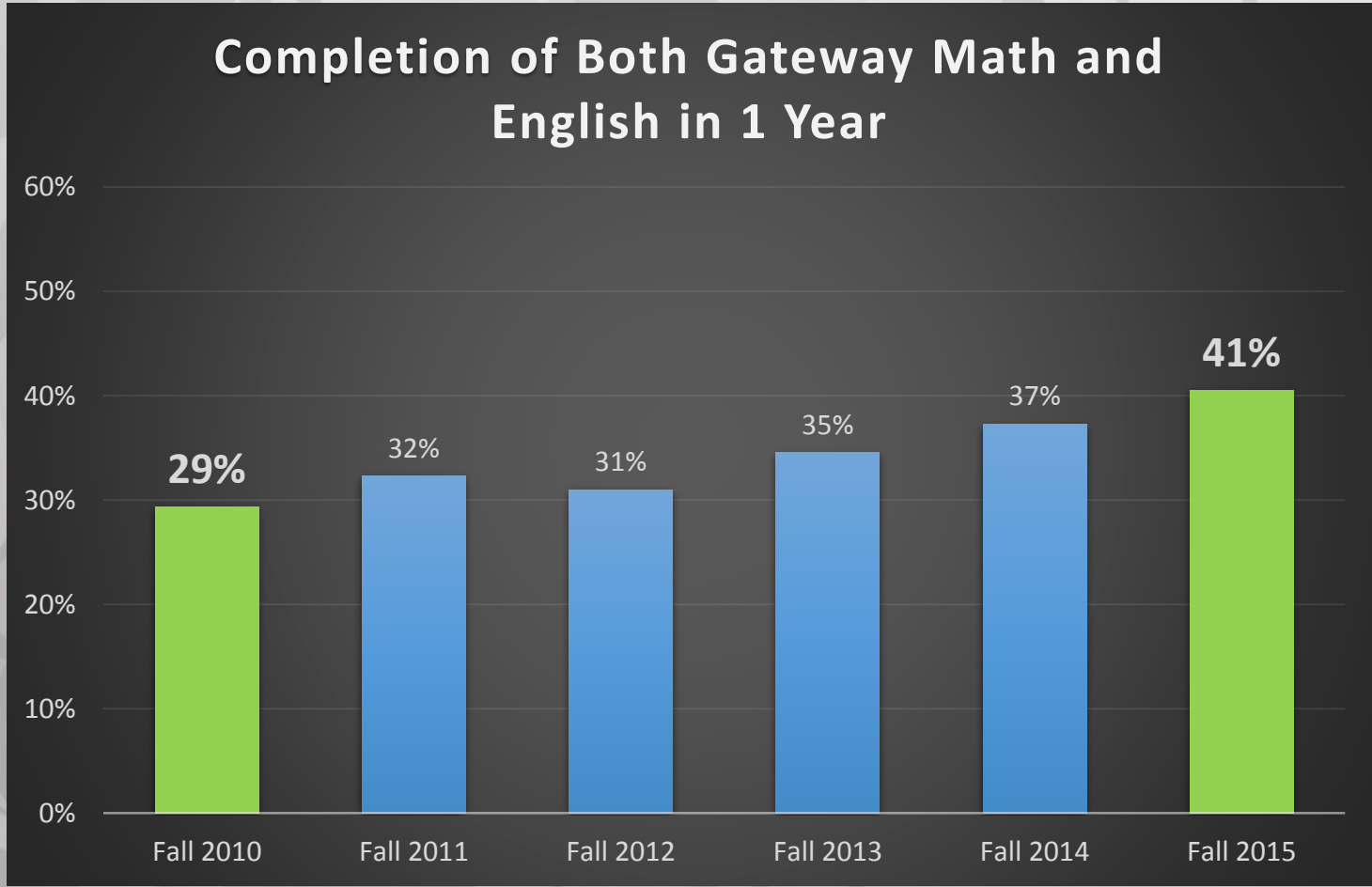
Completed College English in Year 1





Progression Trends

Completion and Persistence: Both Gateway Math and English





Observations and Action Items

- Overall increase of 27.4% in degrees awarded in past two years demonstrates Auto-Graduation has proven successful
- Need to reach out and assist those alumni with degrees who are currently in low-wage jobs
- Considering the number of students working – particularly those working full-time – while pursuing a degree, our students typically take longer than the two years for an Associates degree or the four years for a Baccalaureate degree

St. Petersburg College
Board of Trustees
Financial Report as of February 28, 2017

Janette Hunt
March 21, 2017

Report as of February 28, 2017

	Budget	Actual	% of YTD	YOY
Revenue				
Student Tuition & Out-of-State Fees	\$ 56,560,516	\$ 44,802,225	79.2%	-4.8%
State Appropriation - CCPF	\$ 51,695,712	\$ 34,649,424	67.0%	0.1%
State Appropriation - Lottery	\$ 16,693,508	\$ 3,338,702	20.0%	0.0%
Performance Funding	\$ 3,652,774	\$ 2,435,182	66.7%	1.7%
Operating Cost for New Facilities	\$ 128,429	\$ -	0.0%	0.0%
Learning Support Access Fee	\$ 1,834,042	\$ 1,375,175	75.0%	-4.6%
Distance Learning Fee	\$ 3,814,485	\$ 2,964,857	77.7%	-2.7%
Technology Fee	\$ 2,818,596	\$ 2,161,029	76.7%	-5.1%
Lab Revenue Fees	\$ 1,714,401	\$ 1,525,646	89.0%	-6.4%
Industry Certifications	\$ 150,000	\$ -	0.0%	0.0%
Other Revenues	\$ 5,397,200	\$ 3,014,586	55.9%	-1.4%
Other Student Fees	\$ 1,622,007	\$ 577,921	35.6%	-11.5%
Fund Transfers In	\$ 3,556,839	\$ 3,137,653	88.2%	88.2%
Stabilization Reserve	\$ 2,173,009	\$ -	0.0%	0.0%
PO Rollovers & Accruals	\$ 2,291,443	\$ -	0.0%	0.0%
Total Revenue	\$ 154,102,961	\$ 99,982,399	64.9%	-0.6%

Report as of February 28, 2017

	Budget	Actual	% of YTD	YOY
Personnel & Benefits				
Instructional/Faculty-Full time	\$ 28,899,727	\$ 18,405,103	63.7%	-2.9%
Administrative	\$ 10,275,180	\$ 7,880,873	76.7%	5.3%
Career (Non-Instructional)	\$ 21,729,661	\$ 12,540,965	57.7%	-1.2%
Professional	\$ 15,874,846	\$ 8,546,777	53.8%	-3.6%
Adjunct/Supplemental	\$ 14,341,325	\$ 8,612,928	60.1%	-4.1%
Other Professional OPS	\$ 766,481	\$ 128,460	16.8%	0.0%
Non-Instructional OPS and OT	\$ 2,459,839	\$ 1,647,487	67.0%	-9.0%
Student Assistants	\$ 428,000	\$ 164,650	38.5%	-32.8%
Health Insurance	\$ 11,854,547	\$ 9,499,469	80.1%	3.8%
Other Personnel Benefits	\$ 11,700,854	\$ 8,321,029	71.1%	0.2%
Total Personnel & Benefits	\$ 118,330,460	\$ 75,747,742	64.0%	-1.2%
Current Expense				
Total Current Expense	\$ 32,341,920	\$ 17,530,568	54.2%	-4.0%
Capital				
Total Capital	\$ 3,430,581	\$ 1,612,403	47.0%	-4.3%
Total Operating	\$ 154,102,961	\$ 94,890,712	61.6%	-1.9%
Revenue over Expense	\$ -	\$ 5,091,686		

FYE 16/17 Revenue Projections

	Budget	Actual
Revenue		
Student Tuition & Out-of-State Fees	\$ 56,560,516	\$ 52,705,886
State Appropriation - CCPF	\$ 51,695,712	\$ 51,695,712
State Appropriation - Lottery	\$ 16,693,508	\$ 16,693,508
Performance Funding	\$ 3,652,774	\$ 3,652,774
Operating Cost for New Facilities	\$ 128,429	\$ 128,439
Learning Support Access Fee	\$ 1,834,042	\$ 1,703,277
Distance Learning Fee	\$ 3,814,485	\$ 3,751,560
Technology Fee	\$ 2,818,596	\$ 2,619,607
Lab Revenue Fees	\$ 1,714,401	\$ 1,714,401
Industry Certifications	\$ 150,000	\$ 150,000
Other Revenues	\$ 5,397,200	\$ 5,397,200
Other Student Fees	\$ 1,622,007	\$ 891,414
Fund Transfers In	\$ 3,556,839	\$ 3,556,839
Stabilization Reserve	\$ 2,173,009	\$ -
PO Rollovers & Accruals	\$ 2,291,443	\$ -
Total Revenue	\$ 154,102,961	\$ 144,660,617

FYE 16/17 Expense Projections

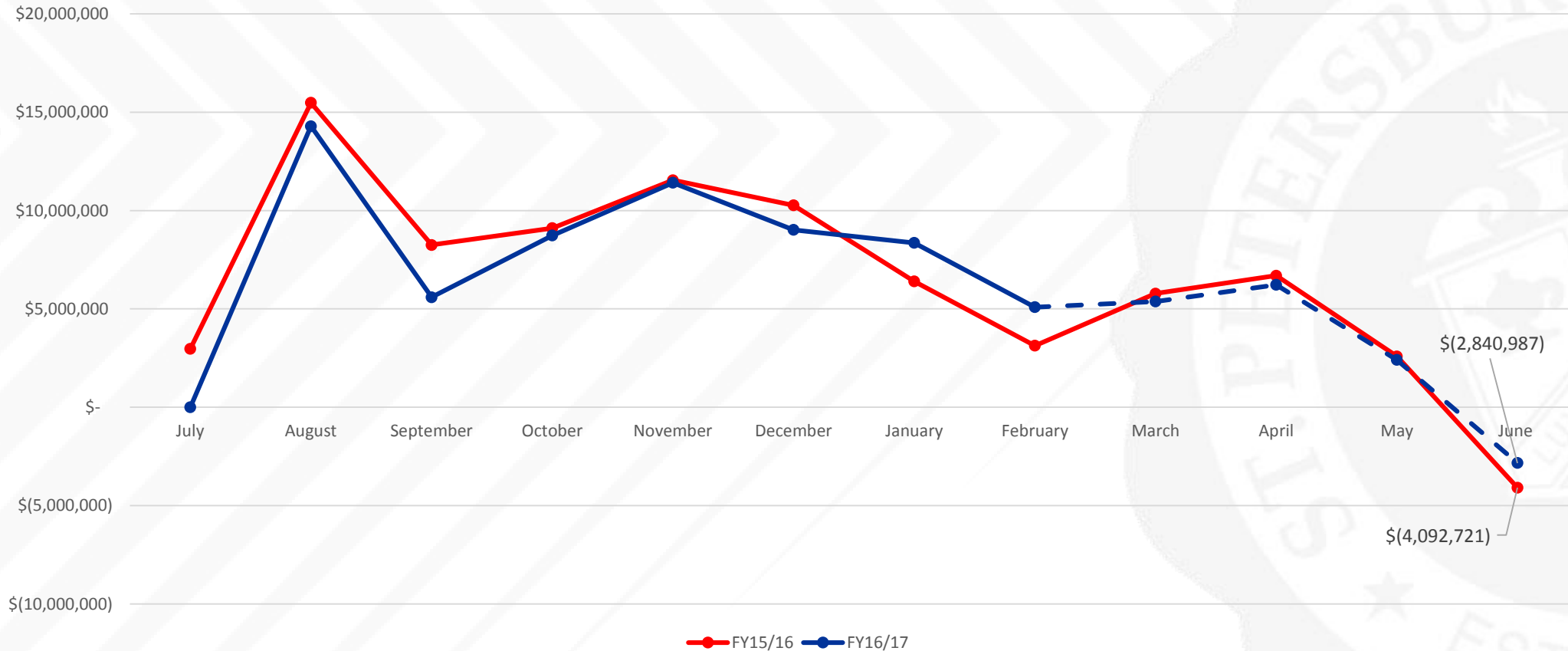
	Budget	Actual
Personnel & Benefits		
Total Personnel & Benefits	\$ 118,330,460	\$ 116,956,749
Current Expense		
Total Current Expense	\$ 32,341,920	\$ 28,374,047
Capital		
Total Capital	\$ 3,430,581	\$ 2,170,808
Total Operating	\$ 154,102,961	\$ 147,501,604
Revenue over Expense	\$ -	\$ (2,840,987)

FY16/17 Modification \$953K
FY17/18 Modification \$3.3M

FY16/17 Modification \$1.5M
 • Year end spending plan
 FY17/18 Modification
 • based on budgeted SSH
 • less dependency on fund balance

FYE 16/17 Revenue to Expense

- Fiscal Year FY15/16 FY16/17
- Budgeted \$4.46M \$4.46M
- Actual/Projection \$4.1M \$2.8M



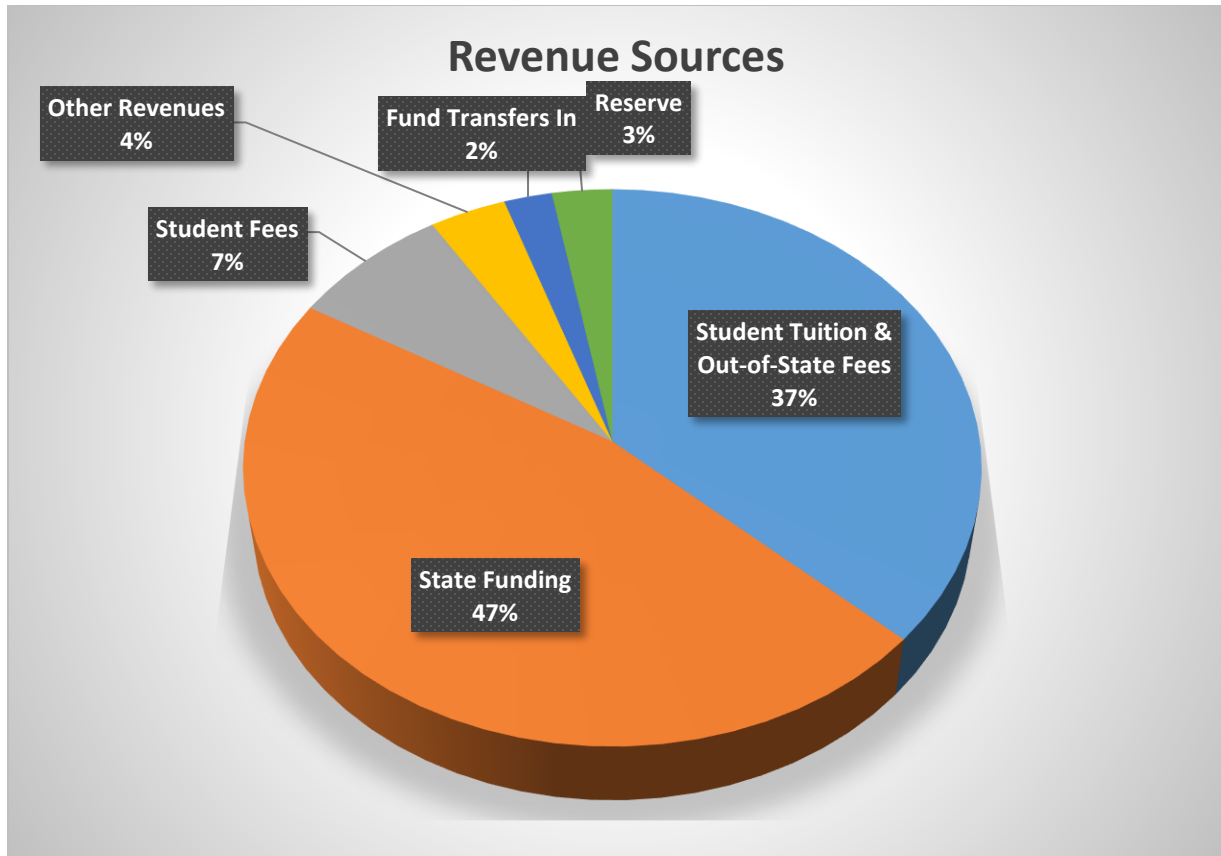
Questions?



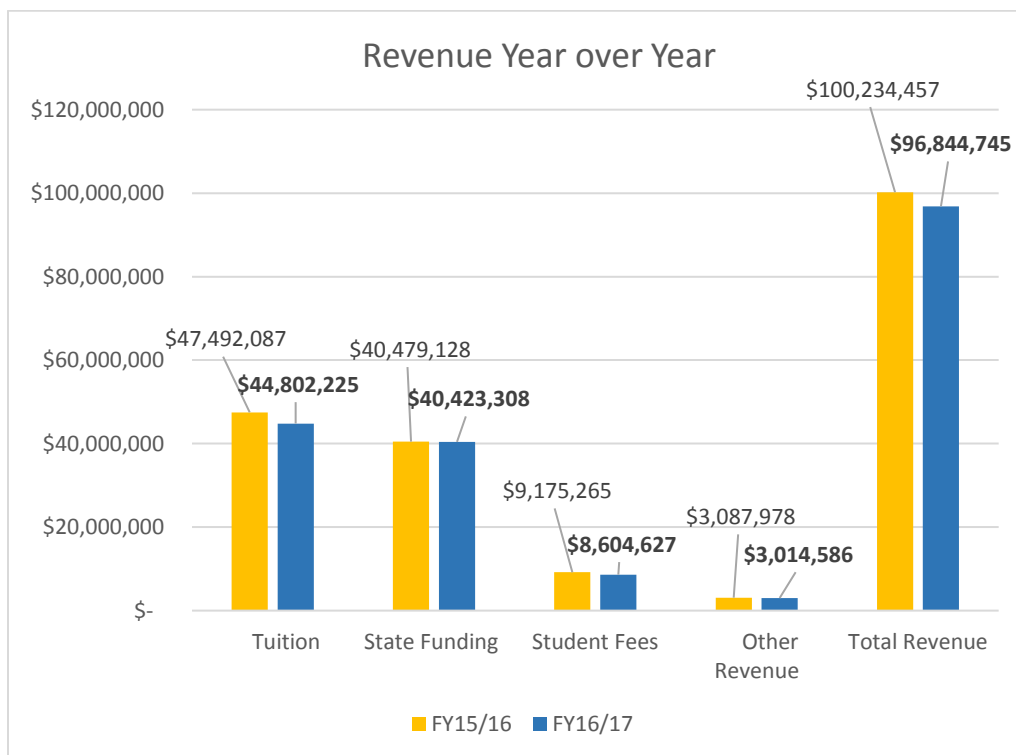
**St. Petersburg College
Financial Report
As of February 28, 2017**

	Budget	Actual	% of YTD	PY Budget	PY Actual	PY % of YTD	YOY
Revenue							
Student Tuition & Out-of-State Fees	\$ 56,560,516	\$ 44,802,225	79.2%	\$ 56,498,805	\$ 47,492,087	84.1%	-4.8%
State Appropriation - CCPF	\$ 51,695,712	\$ 34,649,424	67.0%	\$ 53,660,965	\$ 35,929,353	67.0%	0.1%
State Appropriation - Lottery	\$ 16,693,508	\$ 3,338,702	20.0%	\$ 14,934,524	\$ 2,986,905	20.0%	0.0%
Performance Funding	\$ 3,652,774	\$ 2,435,182	66.7%	\$ 2,404,418	\$ 1,562,870	65.0%	1.7%
Operating Cost for New Facilities	\$ 128,429	\$ -	0.0%	\$ 172,604	\$ -	0.0%	0.0%
Learning Support Access Fee	\$ 1,834,042	\$ 1,375,175	75.0%	\$ 1,831,810	\$ 1,458,123	79.6%	-4.6%
Distance Learning Fee	\$ 3,814,485	\$ 2,964,857	77.7%	\$ 3,752,441	\$ 3,016,895	80.4%	-2.7%
Technology Fee	\$ 2,818,596	\$ 2,161,029	76.7%	\$ 2,815,337	\$ 2,301,341	81.7%	-5.1%
Lab Revenue Fees	\$ 1,714,401	\$ 1,525,646	89.0%	\$ 1,714,401	\$ 1,635,144	95.4%	-6.4%
Industry Certifications	\$ 150,000	\$ -	0.0%	\$ 150,000	\$ -	0.0%	0.0%
Other Revenues	\$ 5,397,200	\$ 3,014,586	55.9%	\$ 5,397,200	\$ 3,087,978	57.2%	-1.4%
Other Student Fees	\$ 1,622,007	\$ 577,921	35.6%	\$ 1,622,007	\$ 763,762	47.1%	-11.5%
Fund Transfers In	\$ 3,556,839	\$ 3,137,653	88.2%	\$ 3,568,839	\$ -	0.0%	88.2%
Stabilization Reserve	\$ 2,173,009	\$ -	0.0%	\$ 2,173,009	\$ -	0.0%	0.0%
PO Rollovers & Accruals	\$ 2,291,443	\$ -	0.0%	\$ 2,291,443	\$ -	0.0%	0.0%
Total Revenue	\$ 154,102,961	\$ 99,982,399	64.9%	\$ 152,987,803	\$ 100,234,457	65.5%	-0.6%
Personnel & Benefits							
Instructional/Faculty-Full time	\$ 28,899,727	\$ 18,405,103	63.7%	\$ 28,170,380	\$ 18,760,237	66.6%	-2.9%
Administrative	\$ 10,275,180	\$ 7,880,873	76.7%	\$ 9,710,187	\$ 6,935,149	71.4%	5.3%
Career (Non-Instructional)	\$ 21,729,661	\$ 12,540,965	57.7%	\$ 22,119,336	\$ 13,031,476	58.9%	-1.2%
Professional	\$ 15,874,846	\$ 8,546,777	53.8%	\$ 16,591,094	\$ 9,530,842	57.4%	-3.6%
Adjunct/Supplemental	\$ 14,341,325	\$ 8,612,928	60.1%	\$ 14,691,325	\$ 9,423,336	64.1%	-4.1%
Other Professional OPS	\$ 766,481	\$ 128,460	16.8%	\$ 766,481	\$ 128,149	16.7%	0.0%
Non-Instructional OPS and OT	\$ 2,459,839	\$ 1,647,487	67.0%	\$ 2,430,981	\$ 1,848,023	76.0%	-9.0%
Student Assistants	\$ 428,000	\$ 164,650	38.5%	\$ 415,000	\$ 295,631	71.2%	-32.8%
Health Insurance	\$ 11,854,547	\$ 9,499,469	80.1%	\$ 11,554,547	\$ 8,816,182	76.3%	3.8%
Other Personnel Benefits	\$ 11,700,854	\$ 8,321,029	71.1%	\$ 11,705,085	\$ 8,299,973	70.9%	0.2%
Total Personnel & Benefits	\$ 118,330,460	\$ 75,747,742	64.0%	\$ 118,154,416	\$ 77,068,999	65.2%	-1.2%
Current Expense							
Travel	\$ 629,676	\$ 511,240	81.2%	\$ 619,926	\$ 559,789	90.3%	-9.1%
Repairs & Maint	\$ 872,674	\$ 626,658	71.8%	\$ 898,392	\$ 692,507	77.1%	-5.3%
Rental/Leases	\$ 445,340	\$ 28,038	6.3%	\$ 445,340	\$ 137,331	30.8%	-24.5%
Insurance (Non Health)	\$ 1,708,272	\$ 1,107,948	64.9%	\$ 1,708,272	\$ 1,691,099	99.0%	-34.1%
Utilities	\$ 5,800,000	\$ 3,333,584	57.5%	\$ 5,800,000	\$ 3,727,109	64.3%	-6.8%
Services and Fees	\$ 7,734,988	\$ 3,829,815	49.5%	\$ 7,734,988	\$ 3,355,517	43.4%	6.1%
Scholarships/Fee Waivers	\$ 1,559,895	\$ 2,154,977	138.1%	\$ 1,559,895	\$ 2,348,740	150.6%	-12.4%
Materials and Supplies	\$ 5,928,526	\$ 2,966,595	50.0%	\$ 5,470,922	\$ 3,428,498	62.7%	-12.6%
Tech Expense/Licensing	\$ 2,805,757	\$ 1,822,936	65.0%	\$ 2,805,257	\$ 1,500,592	53.5%	11.5%
Bad Debt/Unemployment	\$ 1,147,782	\$ (18,506)	-1.6%	\$ 1,147,782	\$ (105,710)	-9.2%	7.6%
Other Current Expense	\$ 3,709,010	\$ 1,167,284	31.5%	\$ 3,295,417	\$ 982,971	29.8%	1.6%
Total Current Expense	\$ 32,341,920	\$ 17,530,568	54.2%	\$ 31,486,191	\$ 18,318,442	58.2%	-4.0%
Capital							
Computer Refresh Leases	\$ 2,904,221	\$ 1,439,662	49.6%	\$ 2,820,836	\$ 1,318,312	46.7%	2.8%
Capital Purchases	\$ 526,360	\$ 172,741	32.8%	\$ 526,360	\$ 398,155	75.6%	-42.8%
Total Capital	\$ 3,430,581	\$ 1,612,403	47.0%	\$ 3,347,196	\$ 1,716,467	51.3%	-4.3%
Total Operating	\$ 154,102,961	\$ 94,890,712	61.6%	\$ 152,987,803	\$ 97,103,909	63.5%	-1.9%
Revenue over Expense	\$ -	\$ 5,091,686		\$ -	\$ 3,130,549		

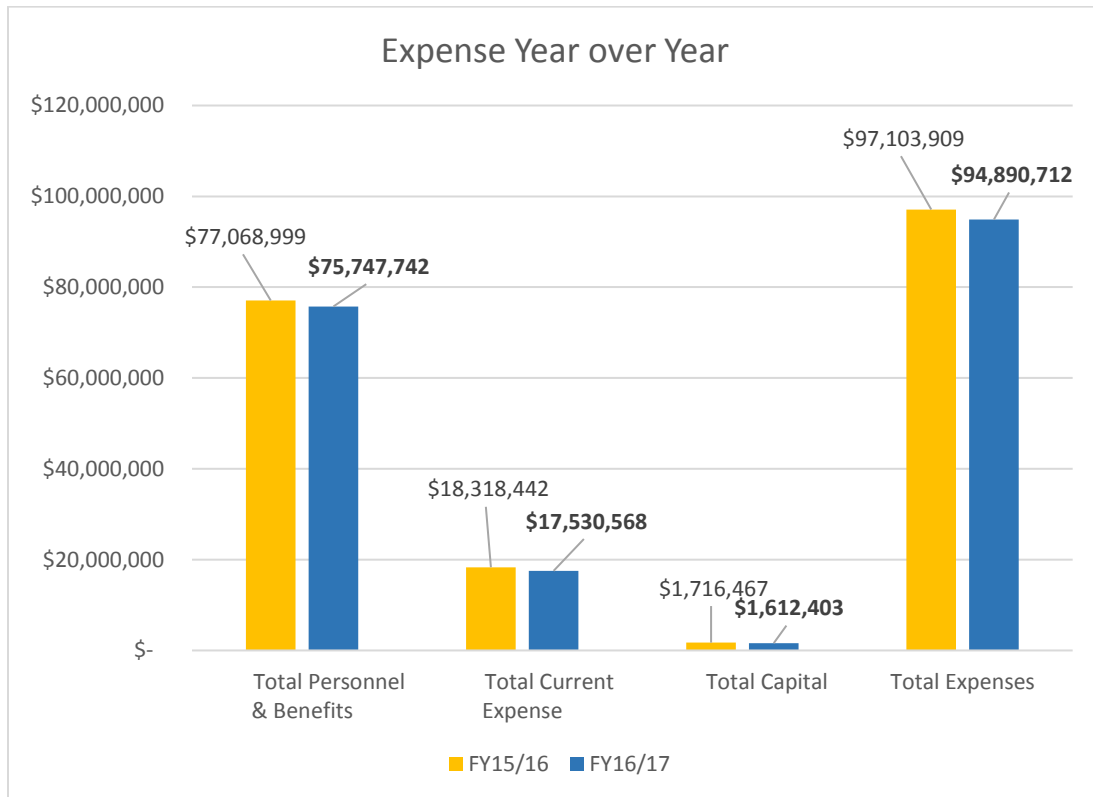
The College's Operating Fund (1x) revenue sources are illustrated in the pie chart below:



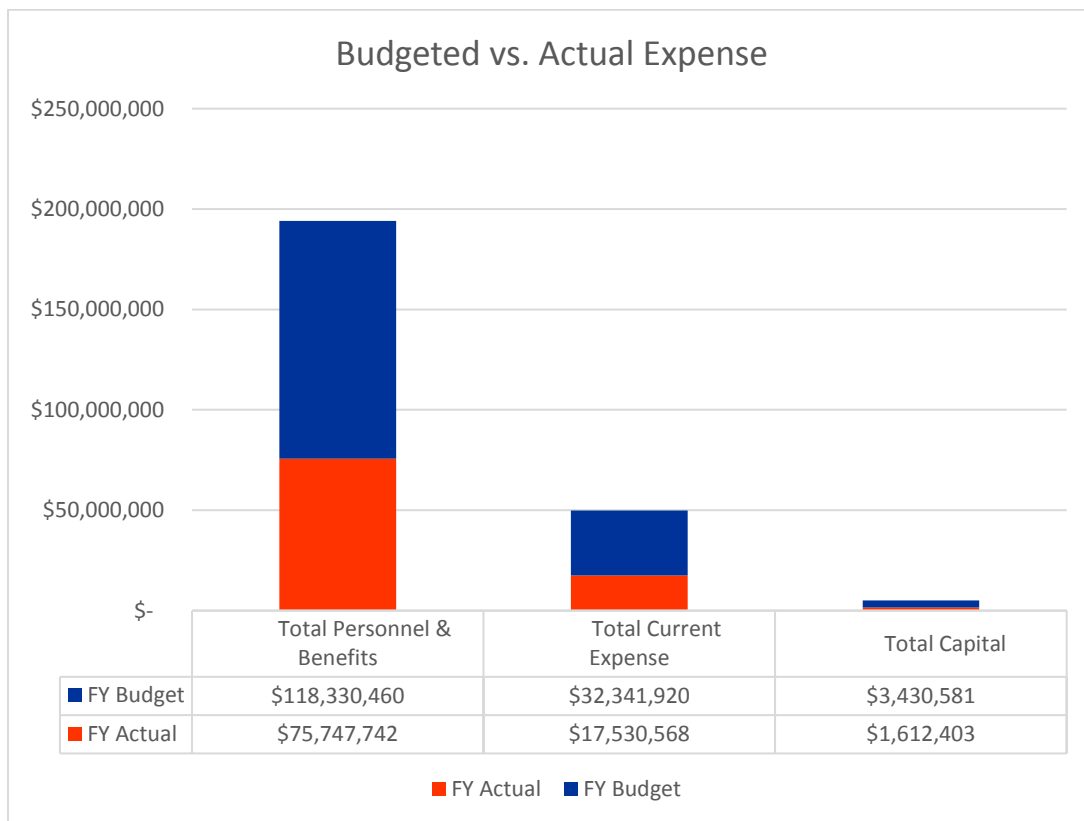
The total revenue difference using a year-over-year comparison from the prior fiscal year to the current fiscal year is a decrease of \$252,058. This represents a -0.6% change.



The total expense difference using a year-over-year comparison from the prior fiscal year to the current fiscal year is a decrease of \$787,874. This represents a -1.2% change.



The year-to-date total of actual expense is 63.5 % of the overall budgeted amount.



March 21, 2017

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	Effective Date
Delint Neely, Maria Teresa	Career & Academic Advisor	Associate Provost Office HEC	1/30/2017 - 6/30/2017
Kaludova, Raisa Georgieva	Research Analyst	Business Administration DO	2/27/2017 - 6/30/2017
Cates, Darrin D	Search Engine Mktg Manager	Marketing & Strategic Communicatn DO	2/7/2017 - 6/30/2017
Leslie, Mariana	Client Account Representative	Workforce/Professnl Developmnt DO	2/20/2017 - 6/30/2017

TRANSFER/PROMOTION Budgeted Administrative & Professional			
Name	Title	Department/Location	Effective Date
Quinzi, Mark D	Coord, Collegewide Wkfrs Intrn	Associate Provost Office SPG	2/27/2017 - 6/30/2017

HIRE Budgeted Career Service			
Name	Title	Department/Location	Effective Date
Cabrera Muniz, Luz Crimilda	Custodian	Custodial Services CL	2/27/2017
Ngo, Phong Q	Custodian	Custodial Services SPG	2/8/2017
Williams, Candice Tiara	Sr Administrative Svcs Assist	Mathematics MT	2/13/2017
Higgins, Labresha Lashawn	Student Support Assistant	SPC-Downtown MT	2/20/2017
McGuirk, Kathleen K	Sr Administrative Svcs Assist	Special Services MT	2/20/2017

TRANSFER/PROMOTION Budgeted Career Service			
Name	Title	Department/Location	Effective Date
Mojica, Roxanna	Security Officer	Campus Security SE	1/30/2017
Camarra, Nicholas J	Sr Landscaper	Landscape Services SPG	2/27/2017
Banchs, Henry J	Facilities Technician	Maintenance Services AC	2/25/2017

HIRE Supplemental			
Name	Title	Department/Location	Effective Date
Sibbio, Ralph A	OPS Professional	Emergency Medical Services HEC	2/18/2017

HIRE Temporary			
Name	Title	Department/Location	Effective Date
Verdeja, Anthony W	OPS Teaching Asst/Interpreter	Academic & Student Affairs CL	1/28/2017
Planinshek, Robert V	OPS Professional	Academic & Student Affairs HEC	2/8/2017
Kelly, Dana Lynn	OPS Teaching Asst/Interpreter	Accessibility Services CL	2/27/2017
Braswell, Alexis Jasmine	OPS Career Level 2	Counseling & Advisement CL	2/6/2017
Olds, Kylie M	OPS Career Level 2	Counseling & Advisement CL	2/6/2017
Gaghan, Shane T	Professional Trainer	Criminal Justice AC	2/6/2017
Hayes Jr, Freddie L	Professional Trainer	Criminal Justice AC	2/15/2017

Koulianos,Francis Thomas	Professional Trainer	Emergency Medical Services HEC	2/1/2017
Sibbio,Ralph A	OPS Professional	Emergency Medical Services HEC	2/18/2017
Arnold,Wendy C	Professional Trainer	Fire Sciences AC	2/27/2017
Burford,Scott Thomas	Professional Trainer	Fire Sciences AC	2/27/2017
D'Amico,Kevin Joseph	Professional Trainer	Fire Sciences AC	2/27/2017
Despirt,Erick S	Professional Trainer	Fire Sciences AC	2/27/2017
Haynes,Jason P	Professional Trainer	Fire Sciences AC	2/27/2017
Holt,Charles Ryan	Professional Trainer	Fire Sciences AC	2/27/2017
Layfield,Thomas James	Professional Trainer	Fire Sciences AC	2/27/2017
Miller,Eric E	Professional Trainer	Fire Sciences AC	2/27/2017
Pilson,Timothy A	Professional Trainer	Fire Sciences AC	2/27/2017
Prohaska,Mark E	Professional Trainer	Fire Sciences AC	2/27/2017
Santana,Steven B	Professional Trainer	Fire Sciences AC	2/27/2017
Acker,Michael S	OPS Career Level 5	Learning Resources SPG	2/6/2017
Archer,Brenda Jean	OPS Career Level 1	Learning Resources TS	2/20/2017
Samuel,Waynette Freemon	OPS Career Level 1	Learning Resources TS	2/20/2017
Lanier,Amanda Elizabeth	OPS Career Level 2	Marketing&StrategicCommunicatn DO	2/22/2017
Nikolopoulos,Maria E	OPS Career Level 5	Provost Office CL	2/8/2017
Crowhurst,Sylvia E	OPS Career Level 4	Provost Office EP DT	2/27/2017
Villines,Chondell C	OPS Career Level 6	Student Support Services SPG	2/13/2017
Avery,Richard S	Professional Trainer	Workforce/Professnl Developmnt DO	2/11/2017
Dell-Jones,Julie V	Professional Trainer	Workforce/Professnl Developmnt DO	2/6/2017
Creegan,Hugh J	Professional Trainer	Workforce/Professnl Developmnt EPI	2/1/2017
Hubel,Michelle E	Professional Trainer	Workforce/Professnl Developmnt EPI	2/13/2017
Tucker,Diane D	Professional Trainer	Workforce/Professnl Developmnt EPI	2/1/2017

TRAVEL OUTSIDE THE CONTINENTAL UNITED STATES			
---	--	--	--

Name	Title	Department/Location	Effective Date
Stevens,Vickie H	Instructor	Communications	1/29/2017 - 2/3/2017

Destination: Havana, Cuba

The purpose of this trip is to attend Pedagogy 2017: An International Conference for the Unity of Educators. The College will benefit by giving an instructor the opportunity to increase her professional development and by giving students an opportunity to experience global perspectives on issues concerning education.

Estimated cost to the College is \$1300.00.

Moriarty,Christian	Instructor	Communications	3/4/2017 - 3/11/2017
--------------------	------------	----------------	----------------------

Destination: Santo Domingo, Dominican Republic

The purpose of this trip is to lead SPC students on a Dominican Republic Civic Engagement study abroad program offering credit in IDH 2634H Honors Service Learning and to enrich SPC's Civic Engagement Project by promoting students' civic engagement, cross-cultural awareness and cultural enrichment. The College will benefit by having students experience global perspectives as they travel abroad. Instructor is taking the place of Tara Newsom, who had to drop out at the last minute due to a family emergency.

Estimated cost to the College is \$215.97.

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

ND030217

March 21, 2017

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: William D. Law, Jr., President *WDL*
SUBJECT: Annual Membership Assessment in Florida College System Risk Management Consortium

Authorization is requested to pay the St. Petersburg College (SPC) 2017-2018 *membership assessment* in the Florida College System Risk Management Consortium (FCSRMC) for the policy period of March 1, 2017 through February 28, 2018 in the amount of \$1,635,549. This amount represents an increase of approximately 5% above the current policy period.

Following are the FCSRMC calculations for the policy period of March 1, 2017 through February 28th, 2018:

2017-2018 Annual Assessment for SPC	165,541
Worker's Compensation Assessment (Experience)	753,129
Property Value Assessment	<u>716,879</u>
Adjusted Annual Assessment	\$1,635,549

Brian Miles, Vice President, Administrative/Business Services and Information Technology; Jim Waechter, Associate Vice President, Facilities Planning and Institutional Services; and Kara Schrader-Smith, Risk Management Coordinator, recommend approval.



The Honors Program

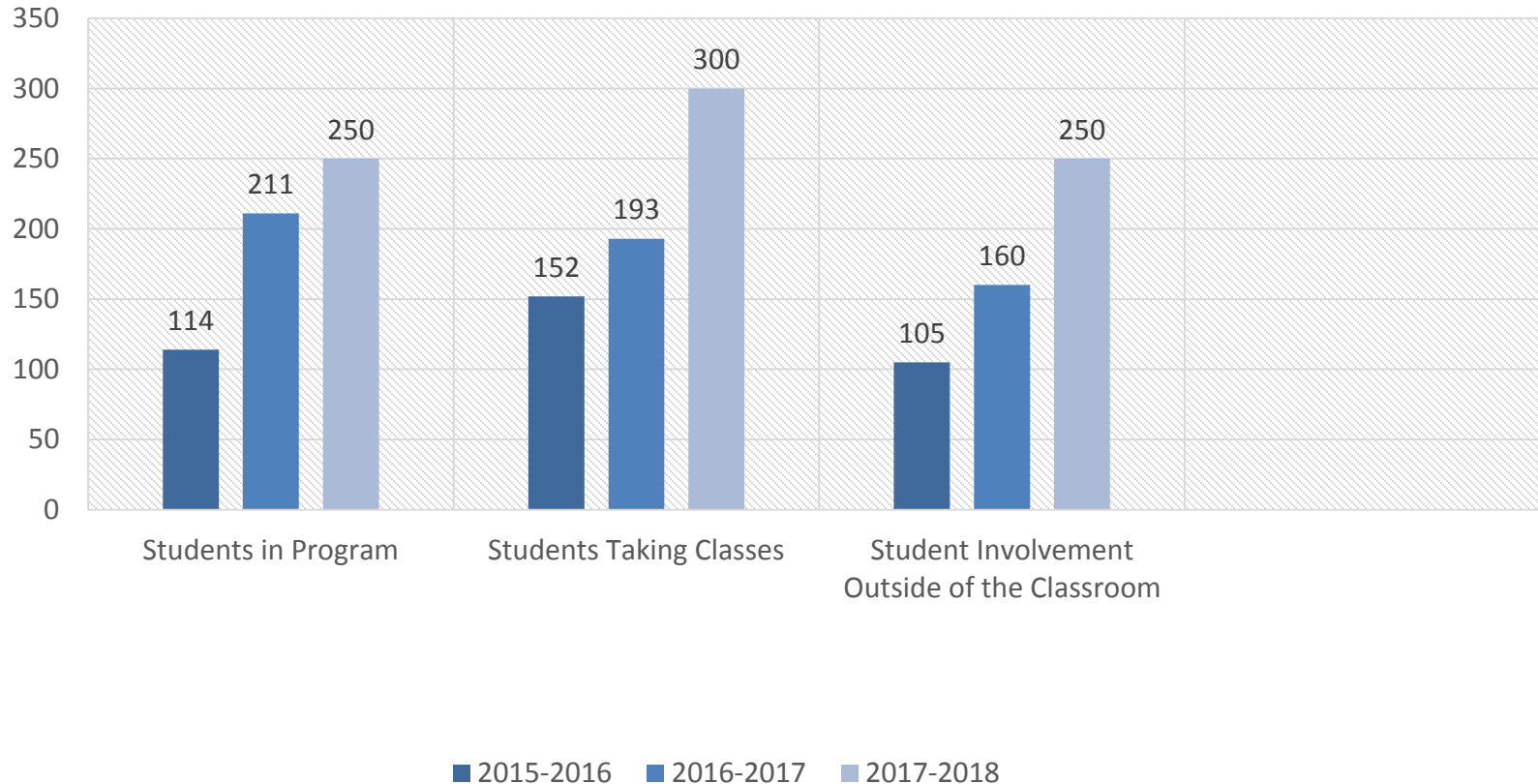
Board of Trustees Update

3/21/2017



Program Plan

Community

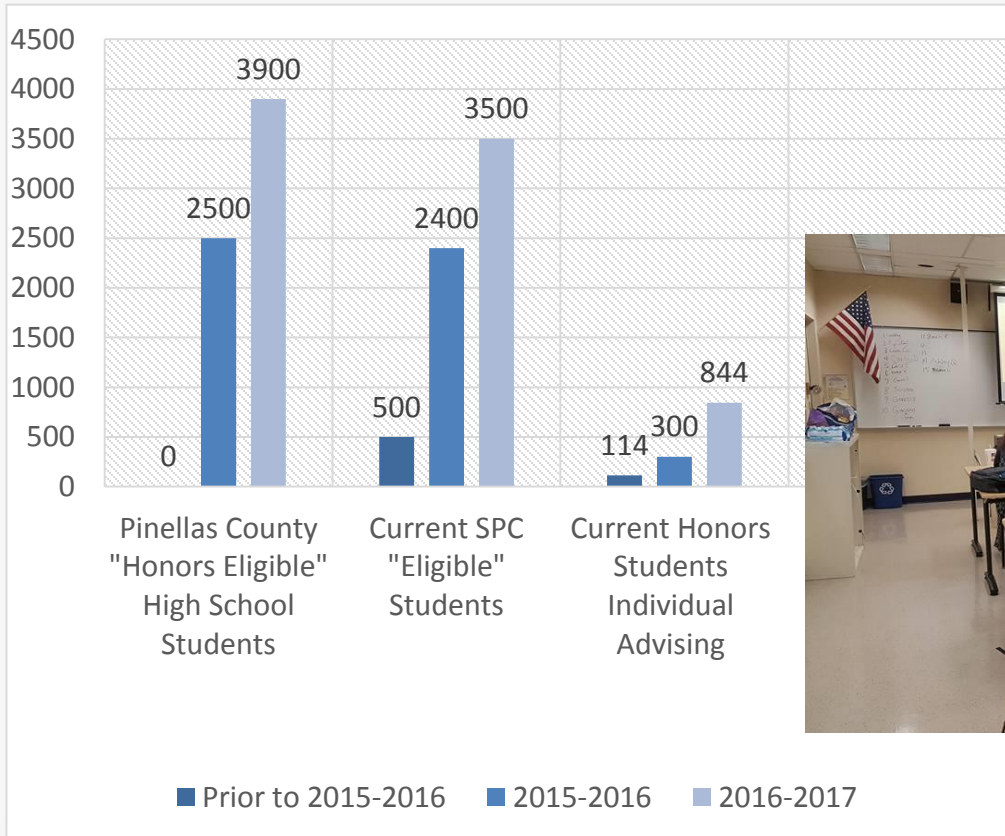


The Honors Annual Collegiate Research Conference

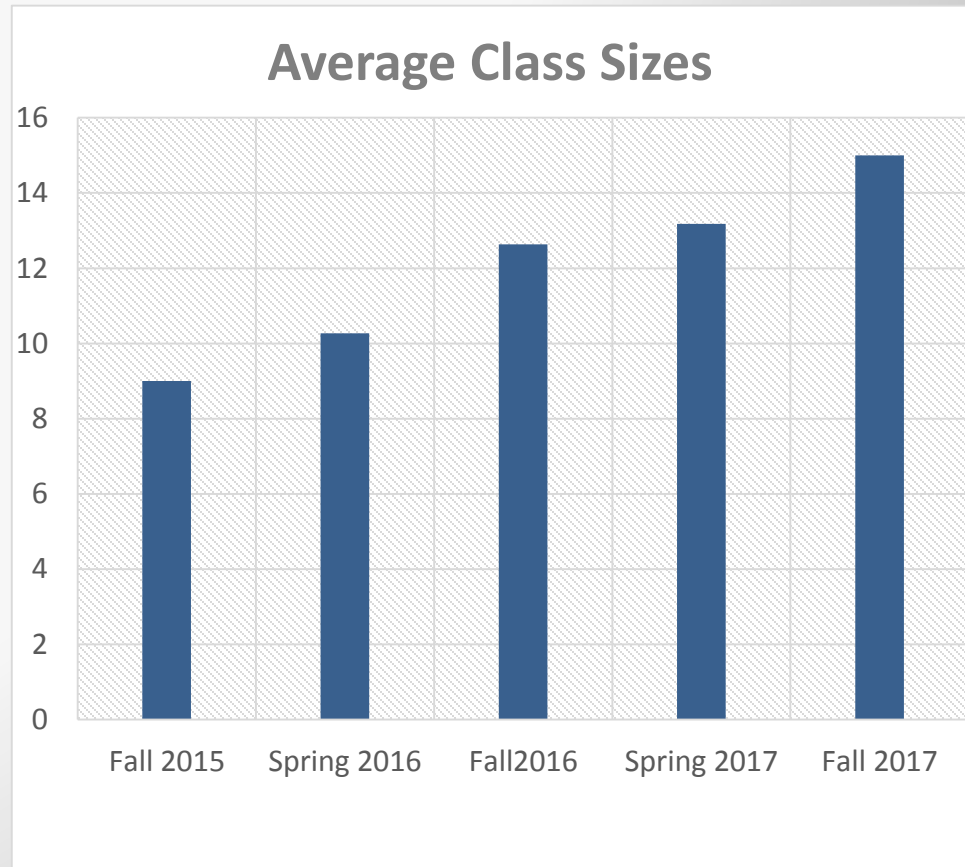


- Over 40 Student Presentations
- Ten Students Were Awarded Scholarships to Present Their Research at the State Level
- Six Students Were Awarded Scholarships to Present their Research at the Regional Level
- Brenna Garcia (Currently at Cornell University)

Strategic Recruitment & Advising



Strategic Scheduling of Courses






Questions



March 21, 2017

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: William D. Law, Jr., President 

SUBJECT: Credit Curriculum

The following is a summary of credit and post-secondary adult vocational (PSAV) curriculum changes for which approval is sought for Fall 2017 (Term 0535)*. Please see attachment for additional information.

New/Deleted/Modified Programs (41 total):

<u>College/School/Department</u>	<u>New</u>	<u>Deleted</u>	<u>Modified</u>	<u>Total</u>
College of Business			7	
College of Computer & Info Technology			12	
College of Education			7	
College of Health Sciences	1		3	
College of Public Policy and Legal Studies				
College of Public Safety Administration			2	
Engineering & Building Arts Department	1	1	2	
Fine Arts/Humanities Department			2	
Health Sciences Department			1	
Natural Science Department			1	
School of Veterinary Technology			1	

New/Deleted/Modified Courses (83 total):

<u>College/School/Department</u>	<u>New</u>	<u>Deleted</u>	<u>Modified</u>	<u>Revitalized</u>	<u>Total</u>
College of Business			4		
College of Computer & Info Technology	2		3		
College of Education	6		8		
College of Health Sciences	3	1	13		
College of Public Policy and Legal Studies			3		
College of Public Safety Administration	2				
Communications Department			1		
Engineering & Building Arts Department	1		5		
Fine Arts/Humanities Department	1		5		
Health Science Department			12		
Mathematics Department			3		
Natural Science Department			5		
School of Veterinary Technology	1		4		

*Effective Summer 2017

Credit Curriculum Updates for Fall 2017*

Program & Course Updates Effective Fall 2017 (Term 0535)*

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 program review and college initiatives:
 - a. **Accounting Technology Operations Certificate (ACTAP-CT):** Removed hidden prerequisite course; removed elective option to require *Computer Applications* (CGS 1100) and *Introduction to Business* (GEB 1100).
 - b. **Business Administration AS (BUS-AS):** Updated courses requirements to align to industry needs; reorganized Support, Major Core, and Subplan courses to better reflect State Frameworks.
 - c. **Industrial Management Technology AS (INMG-AS):** Organized electives into tracks to better advise students.
 - d. **Business Administration BS (BUS-BS):** Removed elective subplan courses that are no longer being used in program.
 - e. **International Business BAS (INTBUS-BAS):** Increased lower division support course options to enable more students to enter the program and receive credit for prior coursework; deleted elective courses that are no longer used in the program.
 - f. **Management and Organizational Leadership BAS (MGTORG-BAS):** Increased lower division support course options to enable more students to enter the program and receive credit for prior coursework.
 - g. **Sustainability Management BAS (SUSMGT-BAS):** Modified curriculum to incorporate two hidden prerequisites; restructured Support, Major Core, and Subplan courses to better advise students.
2. **Course Updates:** The following courses were modified as a result of course review, revitalization, or college initiative:
 - a. ***Sustainable Enterprise Planning**** (MAN 3786): Added study abroad topic.
 - b. ***Corporate Social Responsibility**** (MAN 4061): Added study abroad topic.
 - c. ***Sustainability & Environmental Issues**** (MAN 4788): Added study abroad topic and updated Major Learning Outcomes.
 - d. ***Special Topics in Management Concepts**** (MAN 4935): Added study abroad topic and opened course to students in other management-related programs.

B. College of Computer & Information Technology

1. **Program Updates:** The following programs were modified to align with the FLDOE Curriculum Frameworks or as a result of program review:
 - a. **Cisco Certified Network Associate CT (CCNA-CT):** Increased total program hours from 18 to 21 to align to State Framework changes.
 - b. **Computer Programmer CT (CMPRG-CT):** Removed multiple track structure and streamlined the program to improve student success and completion.
 - c. **Computer Programming Specialist CT (CPS-CT):** Updated programming tracks to reflect changes in the industry.
 - d. **Computer Support CT (APLS-CT):** Replaced *Introduction to Computer Programming* (COP 1000) with *Fundamentals of Information Storage and Management* (CTS 1411) to reflect industry needs.
 - e. **Linux System Administrator CT (LINXSA-CT):** Replaced *Introduction to Computer Program* (COP 1000) with *Computer Support Tech* (CET 1172C) to reflect industry needs.

- f. **Web Development Specialist CT (WEBDS-CT)**: Replaced *Web Graphics* (CGS 1821) with *Client-side Java Script* (COP 2803) to align with parent AS program.
 - g. **Computer Information Technology AS (CIT-AS)**: Replaced *Introduction to Business* (GEB 1011) with *Computer and Information Technology Concepts* (CGS 1303) to better prepare students for the major core courses.
 - h. **Computer Networking AS (COMPNET-AS)**: Reduced total program hours from 63 to 60 to align to State Framework changes. Removed *Systems Analysis and Design* (CIS 2321) to accommodate change.
 - i. **Computer Programming and Analysis AS (CWPA-AS)**: Removed track structure and multiple elective courses to improve student advising.
 - j. **Cybersecurity AS (ITSC-AS)**: Reduced total program hours from 63 to 60 to align to State Framework changes. Removed *Database Security* (CAP 2134) to accommodate change.
 - k. **Web Development AS (WEBSDM-AS)**: Removed *Introduction to Business* (GEB 1011), *Computer Applications* (CGS 1100), *Web Graphics* (CGS 1821), *Systems Analysis and Design* (CIS 2321); replaced with *Computer and Information Technology Concepts* (CGS 1309), *Interactive Web Media Tools* (CGS 1874), *Developing Web Sites using PHP/MYSQL* (COP 1842), *Advanced PHP/MYSQL* (COP 2843).
 - l. **Technology Development and Management BAS (TMGT-BAS)**: Restructured program to improve retention and success rates; Replaced *Process Improvement Methodologies* (MAN 4584) with a new course, *IT Services Management* (ISM 4361) which will enable students to sit for the Information Technology Infrastructure Library (ITIL) industry certification.
2. New Courses: The following courses were created as a result of college initiative or advisory board recommendation:
 - a. ***Computer and Information Technology Concepts*** (CGS 1309): This course was created to better prepare students for various programs in the College of Computer and Information Technology.
 - b. ***IT Services Management*** (ISM 4361): This course was added to the Technology Development and Management BAS degree and prepares students for Information Technology Infrastructure Library (ITIL) certification.
 3. Course Updates: The following courses were modified as a result of course revitalization or advisory board recommendation:
 - a. ***Database Techniques*** (CGS 1545): Major Learning Outcomes were updated to improve the quality of course.
 - b. ***Client-Side JavaScript*** (COP 2803): Major Learning Outcomes were updated to improve the quality of the course
 - c. ***Intermediate Computer Programming*** (COP 3035): Course description and Major Learning Outcomes were updated as a result of Advisory Board Recommendations.

C. College of Education

1. Program Updates: The following programs were modified as a result of program review and State Committee recommendations.
 - a. **Science Teacher Education Biology Teacher Education (6-12) (BSCED-BS)**: Total program hours decreased from 123 to 121 by removing *Science Matters* (SCE 3030, 3 cr).
 - b. **Educational Studies and Community Leadership (EDST-BS)**: Changed program title from Educational Studies to better reflect program content and career areas. Restructured program to define course sequence. Added new courses to support the new Community Leadership focus area.
 - c. **Elementary Education (K-6) with Infused ESOL & Reading Endorsements (ELEDR-BS)**: Restructured program and replaced courses based on State Committee

- recommendations. New courses added: *Educational Theorists* (EDF XXXX, 1 cr)¹, and *ESOL Capstone* (TSL 4939, 0 credits), which documents completions of ESOL endorsement.
- d. **Exceptional Student Education (K-12) with Infused ESOL & Reading Endorsements** (ESED-BS): Restructured program and replaced courses based on State Committee recommendations. New courses added: *Educational Theorists* (EDF XXXX, 1 cr)², and *ESOL Capstone* (TSL 4939, 0 credits), which documents completions of ESOL endorsement.
 - e. **Middle Grades General Science Education (5-9)** (MGSED-BS): Restructured program and replaced courses based on State Committee recommendations. Replaced *Behavior Management of Exceptional Students* (EEX 4604) with *Earth Science* (ESC 1000).
 - f. **Middle Grades Mathematics Education (5-9)** (MGMED-BS): Restructured program and replaced courses based on State Committee recommendations. Replaced *Behavior Management of Exceptional Students* (EEX 4604) with *Mathematics Content for the Elementary Grades* (MAE 4114).
 - g. **Secondary Education Mathematics (6-12)** (MTSED-BS): Restructured program and replaced courses based on State Committee recommendations. Replaced *Transitions to Advanced mathematics* (MGF 4301) with *Elementary Statistics* (STA 2023).
2. **New Courses:** The following courses were created as a result of Program Review and State Committee recommendations:
 - a. *Design & Implementation of Youth Programs* (EDF 4123) in EDST-BS
 - b. *Youth in Cultural Contexts* (EDF 4635) in EDST-BS
 - c. *Health, Safety, & Ethics in Youth & Family Settings* (EDF 4650) in EDST-BS
 - d. *Youth Administration & Leadership Communication* (EDF 4730) in EDST-BS
 - e. *Theoretical & Practical Issues in Education* (EDF 4754) – EDST-BS
 - f. *ESOL Capstone* (TSL 4939) – in ELED-BS and ESED-BS; This is a non-credit course that will demonstrate students' completion of a program-related competency.
 3. **Course Updates:** The following courses were modified as a result of Program Review and State Committee recommendations:
 - a. *Diverse Populations* (EDF 2085): Modified course description and Major Learning Outcomes.
 - b. *Measurement, Evaluation and Assessment in Education K-12* (EDF 4430): Increased credit hours from 2 to 3 to accommodate additional content.
 - c. *EDST Internship* (EDG 4940): Modified course description.
 - d. *Nature and Needs of Exceptional Students K-12* (EEX 3012): Modified course description and Major Learning Outcomes.
 - e. *Organization, Curriculum and Instruction for Exceptional Students* (EEX 3241): Modified credit hours, course description, Major Learning Outcomes, and Course Objectives.
 - f. *Educational Assessment of Exceptional Students* (EEX 4221) – Modified course description, Major Learning Outcomes, and Course Objectives.
 - g. *Curriculum and Instruction Strategies for Students with Behavioral Disorders & Specific Learning Disabilities* (EEX 4261): Modified course description, Major Learning Outcomes, and Course Objectives.
 - h. *Behavior Management of Exceptional Students* (EEX 4604): Modified course description, Major Learning Outcomes, and Course Objectives; added minimum grade of C to prerequisite course.

¹ Course will be developed and submitted for Spring 2018 implementation.

² Course will be developed and submitted for Spring 2018 implementation.

D. College of Health Sciences

1. New Program: **Paramedic Post-Secondary Adult Vocational Certificate** (PMED-PSAV); Created to meet the employment needs of fire departments and ambulance providers in a more timely manner; program will be financial aid eligible pending SACS and PPA approval.
2. Program Updates: The following programs were modified as a result of program review:
 - a. **Dental Hgiene** BAS (DENH-BAS): Added elective course for new entrepreneur track.
 - b. **Health Services Administration** BAS (HSA-BAS): Restructured program restructured to improve student advising; opened admissions requirements by increasing lower division support course options, reduced upper-division credit requirement from 45 to 40.
 - c. **Radiography AS** (RAD-AS): Restructured program to align with national curriculum.
3. Deleted Courses: The following courses were deleted to reduce redundancy in curriculum:
 - a. **Radiation Physics** (RTE 2613)
4. New Courses: The following courses were created for the new Paramedic Post-Secondary Adult Vocational program:
 - a. **Paramedic I** (EMS 0210C)
 - b. **Paramedic II** (EMS 0211C)
 - c. **Paramedic III** (EMS 0212C)
5. Course Updates: The following courses were modified as a result of course review, accreditation requirements or advisory board recommendation:
 - a. **Professional Practice Experience II** (HIM 2810): Updated prerequisites.
 - b. **Research Methods in Health & Human Services** (HSA 3702): Updated Major Learning Outcome and Course Objectives.
 - c. **Orientation to Radiography** (RTE 1000): Updated prerequisite and Course Description.
 - d. **Principles of Imaging I** (RTE 1418): Updated prerequisites, Course Description, and Major Learning Outcomes.
 - e. **Principles of Imaging I Lab** (RTE 1418L): Updated prerequisites, Course Description, and Major Learning Outcomes.
 - f. **Principles of Imaging II** (RTE 1458): Updated prerequisites, Course Description, and Major Learning Outcomes.
 - g. **Radiographic Quality Assurance Lab** (RTE 1473L): Updated Course Description and Major Learning Outcomes.
 - h. **Radiographic Clinical Education I** (RTE 1804L): Updated Major Learning Outcomes.
 - i. **Radiographic Clinical Education II** (RTE 1814L): Updated Major Learning Outcomes.
 - j. **Radiation Biology** (RTE 2385): Updated Major Learning Outcomes.
 - k. **Radiographic Clinical Education III** (RTE 2824L): Updated Major Learning Outcomes and Objectives.
 - l. **Radiographic Clinical Education IV** (RTE 2834L): Updated Course Description, Major Learning Outcomes and Objectives.
 - m. **Radiographic Clinical Education V** (RTE 2844L): Updated Major Learning Outcomes and Objectives.

E. College of Public Policy and Legal Studies

1. Course Updates: The following courses were modified as a result of course review or revitalization:
 - a. **Law for Professionals** (BUL 3130): Removed all prerequisite courses.
 - b. **Legal Aspects of Managing Technology** (BUL 3564): Updated course description and Major Learning Outcomes.
 - c. **Policy Data Analysis (Research Methods II)** (PUP 3046): Updated Major Learning Outcomes and Course Objectives.

F. College of Public Safety Administration

1. Program Updates: The following programs were updated as a result of Program Review:
 - a. **Fire Science Technology AS (FIRE-AS)**: Added two new course electives for students seeking certification.
 - b. **Public Safety Administration BAS (PSA-BAS)**: Removed one course elective as it is required in core section.
2. New Courses: The following courses were added to the FIRE-AS program for students who are seeking certification:
 - a. **Florida Incident Safety Officer (FFP 1103)**
 - b. **Legal Issues for Safety Officers (FFP 1104)**

H. Communications Department

1. Course Updates: **Intermediate Spanish I (SPN 2200)**: Updated Major Learning Outcomes as a result of course revitalization.

I. Engineering and Building Arts Department

1. New Program: **Electronics Aide CT (ELEC-CT)**: 12 credits; embedded certificate in Engineering Technology (ENG-AS) program.
2. Program Updates: The following programs were modified as a result of State requirements or program review:
 - a. **Biomedical Engineering Technology AS (BMET-AS)**: Reduced total program hours from 62 to 60, per State Curriculum Framework.
 - b. **Engineering Technology AS (ENG-AS)**: Updated program description language; deleted Biomedical Engineering (BMET); deleted Medical Quality Systems (BIOM) subplan due to low enrollment.
3. Program Deletion: **Medical Quality Systems Certificate (MEDQS-CT)** – Deleted certificate as it is embedded in ENG-AS Medical Quality Subplan which is being deleted due to low enrollment.
4. New Course: **Rapid Prototyping II – Manufacturing Methods (ETD 2372C)**: Created to give students a capstone-type experience.
5. Course Updates: The following courses were modified as a result of a Program Modification or Course Review:
 - a. **Introduction to Biomedical Engineering Technology (BME 1008)**: Increased credit hours from 2 to 3; modified course description, Major Learning Outcomes, and Course Objectives.
 - b. **Digital Fundamentals with Lab (CET 1114C)**: Updated prerequisites.
 - c. **DC Circuit Analysis with Lab (EET 1015C)**: Updated prerequisites.
 - d. **Electro-Mechanical Systems (ETS 2424C)**: Updated prerequisites.
 - e. **BMET Work Experience (ETS 2940)**: Updated title and Prerequisites.

J. Fine Arts/Humanities Department

1. Program Updates: The following programs were modified as a result of changes at the state level and program review:
 - a. **Music Education Transfer Plan (MUSICED-TR)** – removed State Mandated Prerequisites.
 - b. **Music Industry/Recording Arts (MIRAS-AS)**: Moved MUM 2609 to major core.
2. New Course: **Honors World Religions (REL 2300H)** was reactivated to add as a General Education Humanities option to the Honors program.
3. Course Updates: The following courses were modified as a result of course review:
 - a. **Drawing I* (ART 1300C)**: Added topic for digital arts emphasis.
 - b. **Digital Imaging (DIG 2115C)**: Updated Major Learning Outcomes.
 - c. **Fundamentals of Interactive Design (DIG 2500)**: Updated course description and Major Learning Outcomes.
 - d. **Internship: Sound Engineering II (MUM 2945)**: Reduced credit hours from 4 to 1.

- e. *Fundamentals of Music* (MUT 1001): Updated Course Description and Major Learning Outcomes.

K. Health Science Department

1. Program Updates:
 - a. **Funeral Services AS** (FUNSE-AS): Added board exam requirement to graduation rules, as a result of program review.
2. Course Updates: The following courses were modified as a result of course review, Online Revitalization or Advisory Board Recommendation:
 - a. **Thanatochemistry** (FSE 1105): Updated prerequisites.
 - b. **Cremation History, Principles and Practice** (FSE 1150): Updated prerequisites.
 - c. **Funeral Services Computer Applications** (FSE 1204): Updated prerequisites.
 - d. **Funeral Directing** (FSE 2060): Updated prerequisites.
 - e. **Funeral Law** (FSE 2080): Updated prerequisites and Major Learning Outcomes.
 - f. **Embalming I** (FSE 2100): Updated prerequisites.
 - g. **Embalming Clinical I** (FSE 2101L): Updated prerequisites and Major Learning Outcomes.
 - h. **Funeral Services Professional Review** (FSE 2930): Updated prerequisites.
 - i. **Professional Practicum** (FSE 2946C): Updated prerequisites.
 - j. **Physical Therapy Clinical Practice** (PHT 1801L): Updated course description and Major Learning Outcomes.
 - k. **Physical Therapy Clinical Practice II*** (PHT 2810L): Updated course description and Major Learning Outcomes.
 - l. **Physical Therapy Clinical Practice III*** (PHT 2820L): Updated course description and Major Learning Outcomes.

L. Mathematics Department

1. Course Updates: The following courses had major modifications as a result of course revitalization:
 - a. **Trigonometry** (MAC 1114): Updated prerequisites, course description, and Major Learning Outcomes.
 - b. **Pre-Calculus Algebra** (MAC 1140): Updated prerequisites, Course Description, and Major Learning Outcomes in order to adhere to Quality Matters standards.
 - c. **Pre-Calculus Algebra/Trigonometry** (MAC 1147): Updated prerequisites, course description, and Major Learning Outcomes.

M. Natural Science Department

1. Program Updates: **Biology BS** (BIOLOGY-BS): Organized elective courses into tracks to assist students in selecting an area of specialization.
2. Course Updates: The following courses were modified as a result of course review or revitalization:
 - a. **Organic Chemistry I** (CHM 2210): Updated course description, prerequisites, and Major Learning Outcomes.
 - b. **Organic Chemistry II** (CHM 2211): Updated course description, prerequisites, and Major Learning Outcomes.
 - c. **Hazardous Waste/Materials Management** (EVR 1016): Updated prerequisites and Major Learning Outcomes.
 - d. **Microbiology** (MCB 2010): Updated course description and Major Learning Outcomes.
 - e. **Microbiology Laboratory** (MCB 2010L): Updated course description and Major Learning Outcomes.


N. School of Veterinary Technology

1. Program Updates: **Veterinary Technology** (VETTC-AS) was modified by replacing *Professional Development Seminar* (ATE 2501C) with *Fundamental Dental Techniques* (ATE 1410C) as a result

- of program review.
2. New Courses: The following course was created as a result of Program Review:
 - a. ***Fundamental Dental Techniques*** (ATE 1410C)
 3. Course Updates: The following courses were modified as a result of course review, revitalization or Advisory Board recommendation:
 - a. ***Veterinary Office Procedures*** (ATE 1311L): Updated description and Major Learning Outcomes.
 - b. ***Veterinary Clinic Practice II*** (ATE 1654L): Changed criteria performance standard.
 - c. ***Animal Anesthesia*** (ATE 2611): Updated Major Learning Outcomes.
 - d. ***Animal Nursing & Medicine Lab I*** (ATE 2651L): Updated course description and Major Learning Outcomes.

March 21, 2017

MEMORANDUM

TO: Board of Trustees St. Petersburg College
FROM: William D. Law, President 
SUBJECT: Workforce and Professional Development

Approval is sought for the recommended change to Workforce and Professional Development for courses within the 2016-2017 catalog year.

Workforce and Professional Development: Information & Innovative Technology added 1 new course containing numerous classes to use existing online course content to offer more cost-efficient technology options.

- CMP0780 Custom Guide – Online IT and Software Development classes

Workforce and Professional Development: Lifelong Learning added 1 new course as an online alternative available for registration year round.

- AAP0601 SAT Prep (online)

Anne Cooper, Senior Vice President, Instruction and Academic Programs, James Connolly, Director, Workforce & Professional Development, recommend approval.