

AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES November 14, 2017

Tarpon Springs Campus
600 Klosterman Rd. FA 132
Tarpon Springs, FL

SPECIAL MEETING: 9:00 A.M.

I. CALL TO ORDER

- A. Invocation
- B. Pledge of Allegiance

II. RECOGNITIONS

- A. Presentation of Retirement Resolutions and Motion for Adoption
 - 1. Sandra Nieves (*Not Attending*)
- B. Announcements
 - 1. Verizon – Ms. Frances Neu, Vice President, Institutional Advancement and Executive Director Foundation and Mr. Eric Wingard, Verizon Client Services
 - 2. Introduce Dr. Misty Kemp, Executive Director, Retention Services/Director of Title III

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 October 17, 2017 (*Action*)

V. MONTHLY REPORTS

- A. Board Attorney
- B. General Counsel

VI. CONSENT AGENDA

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

1. GRANTS/RESTRICTED FUNDS CONTRACTS

- a. National Science Foundation – Education and Human Resources (HER) Core Research (*Action*)
- b. National Science Foundation – Advancing Technological Education (ATE) Engineering Technology Center for Medical Devices (*Action*)
- c. National Science Foundation – Improving Undergraduate STEM Education (IUSE) – Contextualized Math in STEM Courses (C-STEM) (*Action*)
- d. Florida Department of Military Affairs, Florida National Guard Counterdrug Program – Multijurisdictional Counterdrug Task Force Training (MCTFT) (*Information*)

2. Construction

- a. Spot Survey #2, Remodel of Language Arts, Clearwater Campus (*Action*)
- b. Resolution to Terminate Temporary Facilities (*Action*)
- c. Selection of Roofing Contractor for Health Education Center (*Action*)
- d. Lease Agreement with the University of Florida regarding the Pharmacy Building(*Action*)

VII. STRATEGIC FOCUS AND PLANNING

A. BUDGET AND FINANCE

1. Monthly Budget Report –Mr. Brian Miles, Vice President, Administrative/Business Services and Information Technology and Ms. Janette Hunt, Acting Associate Vice President, Budget and Compliance (*Presentation*)

B. ADMINISTRATIVE MATTERS

1. Human Resources
 - a. Personnel Report (*Action*)
 - b. Stop Loss Renewal (*Action*)

C. STRATEGIC PRIORITIES

1. Presidential Transition Team Findings (*Presentation*)
 - Opening Comments – Mr. Adam Goodman, Consultant/Chairman
 - Communication – Dr. Shannon Ulrich, President, Faculty Governance Organization
 - Branding – Ms. Amy Lockhart, Associate Vice President, Financial Services
 - Student Engagement – Mr. Frank Jurkovic, Student Life and Leadership Coordinator, Downtown Campus
 - Student Support – Ms. Fatma Hedeia, President, Student Governance Association, Clearwater Campus

- Community Involvement – Dr. Kimberly Jackson, Chair, Social Sciences, Midtown Campus
- Efficiency/ Organization – Mr. Benjamin Woods, Administrative Services Specialist, Seminole Campus
- Closing Comments – Mr. Adam Goodman

VIII. INFORMATIONAL REPORTS – None

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

X. PRESIDENT’S REPORT

XI. NEXT MEETING DATE AND SITE

**Strategic Planning Workshop:
December 12, 2017, EpiCenter, Collaborative Labs**

**Regular Meeting:
January 16, 2018 EpiCenter**

XII. ADJOURNMENT

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting November 14, 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: November 3, 2017

Confirmation of Publication



Executive Director of Retention Services

Dr. Misty Kemp joined SPC in 2015 as the Director of Title III. In her new role as Executive Director of Retention Services, Dr. Kemp oversees Postsecondary Programs (Veteran Services, Accessibility Services, Women on the Way, Student Support Services and TRIO), in addition to secondary programs for middle and high school students that include the Center of Excellence and the College Reach Out Program. She also manages the Dr. Martin Luther King, Jr. Day of Service State Project.




Dr. Kemp brings with her 18 years of higher education experience serving at community and state colleges as a recruiter, admissions and career advisor, Director of Housing and Student Life, Communications and Social Sciences faculty, Director of Veterans Services, Director of Student Support Services TRIO and Veterans Upward Bound.

Dr. Kemp's dissertation focused on Entrepreneurial Psychology and the motivational attributes of successful entrepreneurs. She is a veteran of the United States Navy and resides in Largo with her husband, Joe and their recently rescued dog Ellie.

November 14, 2017

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Tonjua Williams, Ph.D., President 
SUBJECT: National Science Foundation, Education & Human Resources (EHR) Core Research Grant

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, by Jobs for the Future (JFF), in partnership with St. Petersburg College to the National Science Foundation for the Education & Human Resources (EHR) Core Research Grant. Permission is also sought to accept an estimated \$105,000 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.

NSF's EHR Core Research program focuses on the development and accumulation of foundational knowledge based on fundamental research on STEM (Science, Technology, Engineering and Math) learning and learning environments, STEM professional workforce development, and broadening participation in STEM. As lead applicant, Jobs for the Future has invited SPC and Valencia College to be partners on a proposal, together with research organization WestEd, to develop a 3-year research based design focusing on the Impact of Work-Based-Learning (WBL) on Community College STEM Outcomes.

Despite its prominence, little is known about participation in WBL in community college STEM and its impact on certificate or degree completion, or post-graduation STEM employment and education. Social cognitive career theory (SCCT) provides a useful framework for understanding why students leave STEM fields and, conversely, how to increase the number and diversity of STEM graduates. Drawing on SCCT theory in this new context of WBL, this study seeks to fill these gaps with research that focuses on: 1) participation in community college STEM WBL; 2) structures of community college STEM WBL opportunities and their alignment to best practice principles; and 3) the impact of participating in community college STEM WBL on student outcomes.

The estimated period of performance will be from October 1, 2018 – September 30, 2021. The total sub-award amount is projected to be \$105,000 over a three-year period. See attached Information Summary for additional information.

Jesse Coraggio, Vice President, Institutional Effectiveness and Academic Services; Suzanne L. Gardner, General Counsel; and Sabrina Crawford, Executive Director, Institutional Effectiveness, recommend approval.

Attachment
js1101172

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

Date of BOT Meeting: November 14, 2017

Funding Agency or Organization: National Science Foundation

Name of Competition/Project: Education & Human Resources (EHR) Core Research Grant

SPC Application or Sub-Contract: Sub-Contract

Grant/Contract Time Period: **Start:** 10/1/18 **End:** 09/30/2021

Administrator: Jesse Coraggio

Manager: Sabrina Crawford

Focus of Proposal:

As lead applicant, Jobs for the Future has invited SPC and Valencia College to be partners on a proposal, together with research organization WestEd, to develop a 3-year research based design focusing on the Impact of Work-Based-Learning (WBL) on Community College STEM Outcomes, specifically as part of Information Technology and Engineering Technology programs. Despite its prominence, little is known about participation in WBL in community college STEM and its impact on certificate or degree completion, or post-graduation STEM employment and education. Social cognitive career theory (SCCT) provides a useful framework for understanding why students leave STEM fields and, conversely, how to increase the number and diversity of STEM graduates. SCCT combines three interrelated aspects of career development: 1) how academic and career interests develop; 2) how educational and career choices are made; and 3) how academic and career success is obtained. Drawing on SCCT theory in this new context of WBL, this study seeks to fill these gaps with research that focuses on:

1. Participation in community college STEM WBL:
 - a) How does participation in community college STEM WBL differ by student gender, race/ethnicity, and first-generation status, and during economic recessions and expansions?
 - b) Why do students participate in community college STEM WBL and what self-efficacy, outcomes expectations, and goal-setting factors influence their selection?
2. Structures of community college STEM WBL opportunities and their alignment to best practice principles:
 - a) How are community college STEM WBL opportunities structured?
 - b) How do community college STEM WBL structures align with best practice principles as established in the field and by research?
 - c) What are the challenges to implementing best practice principles in WBL?
3. The impact of participating in community college STEM WBL on student outcomes:

- a) What are the impacts of community college STEM WBL on student completion of certificates or associate’s degrees, and postgraduate entrance into a STEM career or further STEM education?
- b) Is the impact of community college STEM WBL bigger for historically underrepresented groups (i.e., women, minority students, first-generation students)?

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	\$ 64,865
Fringe	\$ 11,632
Deliverables	\$ 7,836
Travel	\$ 4,500
Supplies	\$ 2,471
<u>Indirect Costs</u>	<u>\$ 13,696</u>
Total Budget	\$ 105,000

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below) \$ 105,000

Total amount from funder: \$ 105,000

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:	N/A		

College Values and Strategic Initiatives Addressed:

Values

1. Culture of Inquiry
2. Innovation


Strategic Initiatives:

1. Learning Beyond the Classroom
2. Recruitment and Retention

November 14, 2017

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: National Science Foundation – Advanced Technological Education (ATE) Center Planning Grant

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, by Indiana University - Purdue University Indianapolis (IUPUI) in partnership with St. Petersburg College to the National Science Foundation for the Advanced Technological Education (ATE) Center Planning Grant funding opportunity. Permission is also sought to accept an estimated \$4,030 in funding over a one-year period for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

The proposed ATE Center Planning Grant will establish development plans for the *Engineering Technology Center for Medical Devices*. This application is built on the work of two previously funded NSF ATE project grants, and expands SPC's partnerships with IUPUI, Community College of Philadelphia, Forsyth Technical Community College, and Cincinnati State Technical and Community College. The project will convene these institutions with leaders from industry and professional associations such as the American Association of Medical Instrumentation to identify the framework and structure of a national Center supporting innovative education, academic and career pathways, and professional development for medical device engineers. As a partner institution, SPC will support the development of Center plans by identifying complementary activities from SPC's Biomedical Engineering Technology ATE grant, attending a two-day Center planning event, and facilitating relationships with medical device industry representatives in Florida. Funding for this project would support faculty time; all travel to meetings will be covered by IUPUI.

The estimated period of performance will be from October 1, 2018 through September 30, 2019. The total project budget is approximately \$68,552, of which the College anticipates receiving an estimated \$4,030 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; Natavia Middleton, Dean, Natural Sciences, recommend approval.

Attachment
ks1101172

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

Date of BOT Meeting: November 14, 2017

Funding Agency or Organization: National Science Foundation

Name of Competition/Project: Advanced Technological Education (ATE)
Center Planning Grant

SPC Application or Sub-Contract: Sub-Contract

Grant/Contract Time Period: **Start:** 10/1/18 **End:** 9/30/19

Administrator: Natavia Middleton

Manager: Brian Bell

Focus of Proposal:

To address the significant workforce pipeline challenges in the medical device engineering profession and capture rapidly emerging technologies such as cybersecurity, the proposed ATE Planning Grant will develop plans for a national *Engineering Technology Center for Medical Devices*. Led by Indiana University Purdue - University Indianapolis (IUPUI), in partnership with several other colleges across the country, the *Engineering Technology Center for Medical Devices Planning Grant* will seek to develop a Center to expand the academic community surrounding the discipline. The Center will support the development of new programs with strong recruitment strategies, expand internships and apprenticeships, design student mentoring and persistence interventions, and explore pathways for faculty development. The *Planning Grant* will focus on the following activities: 1) Host a national, 2-day convening centered on medical device technician education and career needs and emerging trends; 2) Plan the structure and activities of an ideal Engineering Technology Center for Medical Devices through partnership with colleges, industry, and professional associations; 3) Craft and submit an ATE Center proposal to address the workforce needs of an emerging discipline with evolving and expanding technical skills. SPC will contribute staff time to assist with grant deliverables, including Center plan development through a national convening, writing and editing a full Center proposal, and building relationships with industry representatives.

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	\$	2,612
Fringe Benefits	\$	418
Travel	\$	0
Equipment	\$	0
Materials and Supplies	\$	0

Other (Certifications, Netlab)	\$	0
Indirect Costs	\$	1,000
Total Budget	\$	4,030

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$	4,030
Total amount from funder:	\$	4,030
Amount/value of match:	Cash:	N/A
	In-kind:	N/A

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

College Values, Strategic Initiatives, and Activities Addressed:


Values:	1.	Academic Excellence
	2.	Partnerships
	3.	Innovation

Strategic Initiative(s):	1.	Learning Beyond the Classroom
	2.	Employee Professional Development

November 14, 2017

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: National Science Foundation – Improving Undergraduate STEM Education (IUSE) Grant

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, by St. Petersburg College to the National Science Foundation (NSF) for the Improving Undergraduate STEM Education (IUSE) funding opportunity. Permission is also sought to accept an estimated \$300,000 in funding over a three-year period for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

The purpose of the Improving Undergraduate STEM Education (IUSE) program is to increase the number of highly-qualified STEM graduates by implementing programs that generate new knowledge and evidence on effective education and learning strategies. *SPC's Contextualization of Science, Technology, and Engineering in Math (C-STEM)* proposal will build new evidence by demonstrating contextualization as an effective intervention strategy that improves math success and increases student persistence and success in STEM majors. Students will receive specialized assignments and out of class supports, engage in hands-on STEM lab activities within their math courses, and connect with STEM industry leaders. As a result, students will show improved retention of critical math concepts and a deeper understanding of how these concepts are utilized throughout STEM academic pathways and careers. Faculty will also enhance their understanding of interdisciplinary STEM pedagogy and contextualized instructional methods, improving outcomes for students beyond the C-STEM participant group. Research and evaluation of the program will demonstrate effectiveness and move the needle on contextualization in community colleges. Funding for this project will support project leadership time and effort, deliverables for faculty engagement, supplies for lab activities, travel for conferences and other faculty professional development activities, and an external evaluation team.

The estimated period of performance will be from August 1, 2018 through July 31, 2021. The total project budget is approximately \$300,000 over the three-year period. See attached Information Summary for additional information.

Anne Cooper, Senior Vice President, Instruction and Academic Programs; Suzanne L. Gardner, General Counsel; Jimmy Chang, Dean, Natural Sciences, recommend approval.

Attachment
jm1101172

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

Date of BOT Meeting: November 14, 2017

Funding Agency or Organization: National Science Foundation

Name of Competition/Project: Improving Undergraduate STEM Education

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 8/1/18 **End:** 7/31/21

Administrator: Jimmy Chang

Manager: Daniel Bueller

Focus of Proposal:

Student persistence in STEM degree pathways is an ongoing concern both nationally and locally, with difficulty in gateway mathematics often cited as a primary factor community college students leaving STEM. Contextualization of course material is a promising practice to improve student outcomes, but has not been implemented or studied to a large degree in gateway mathematics courses. In order to improve student outcomes in gateway math courses and persistence in STEM degree pathways, SPC’s *Contextualization of Science, Technology, and Engineering in Math (C-STEM)* project will bring together a team of interdisciplinary STEM faculty to develop contextualized course materials and experiential learning activities for students in Intermediate and College Algebra courses. Led by SPC, the project engages multiple advisory partners including the Community College Research Center at Teachers College, Columbia University; the Florida College System’s Student Success Center; and the University of Central Florida’s EXCEL program. This innovative approach will also integrate research and evaluation metrics to develop evidence for best practices in both STEM student support and implementation of contextualized materials. *C-STEM* will focus on the following primary activities: 1) Develop contextualized assignments, out-of-class supports (active learning toolkits), and lab activities for Intermediate Algebra and College Algebra courses; 2) Implement, test, and refine these activities on five campuses, with a participant course (treatment) and non-participant course (control) for comparison study; and 3) support ongoing interdisciplinary conversations and collaboration between STEM faculty regarding contextualization through workshops, informal learning communities, and faculty feedback. *C-STEM* will serve an estimated 1540 participants over the grant period. Research on these activities will seek to determine the intervention’s effectiveness as a promising practice in improving math outcomes and STEM persistence, with outcomes establishing a foundation for program implementation and dissemination on a national scale.

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	\$ 132,200
Fringe Benefits	\$ 21,153

Travel	\$	26,998
Printing	\$	1,000
Materials and Supplies	\$	6,005
Contractual—Evaluator	\$	29,400
Other (Collaborative Labs, Speaker)	\$	9,900
<u>Indirect Costs</u>	\$	<u>73,344</u>
Total Budget	\$	300,000

Funding:

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

\$300,000

Total amount from funder:

\$300,000

Amount/value of match:

Cash: N/A

In-kind: N/A

Required match or cost sharing:

No Yes

Voluntary match or cost sharing:

No Yes

Source of match/cost sharing:

N/A

Negotiated indirect cost:

N/A

(Fixed) administrative fee:

N/A

Software/materials:

N/A

Equipment:

N/A

Services:

N/A

Staff Training:

N/A

FTE:

N/A

Other:

N/A

College Values, Strategic Initiatives, and Activities Addressed:

Values:

1. Academic Excellence
2. Partnerships
3. Innovation

Strategic Initiative(s):

1. The Classroom Experience
2. Quality Enhancement Plan
3. Employee Professional Development

November 14, 2017

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Florida Department of Military Affairs, Florida National Guard Counterdrug Program – Multijurisdictional Counterdrug Task Force Training (MCTFT) (Information)


This 5-year agreement was initially approved November 18, 2014 with the **Florida Department of Military Affairs**, re-establishing the 22-year old federally-funded counterdrug training program that provides all aspects of military and law enforcement counterdrug training support throughout the nation. The contract is supplemented by individual Statements of Work that detail specific training products/services to be delivered by the College's Center for Public Safety Innovation and the budget that has been allocated and approved for that particular project. **This item is to update the Board that the actual revenue to the College for Year One (Federal FY15) was \$887,000; Year Two (Federal FY16) was \$1,501,500, and Year 3 (Federal FY17) was \$1,200,000 which was \$200,000 more than originally anticipated. Revenue to the College for Year 4 (Federal FY18) is anticipated to be approximately \$1,200,000. Year 5 will be dependent on the federal budget for that year.** The Board will be advised annually of any significant changes in anticipated revenue as the contract amount is subject to the availability of federal funding every year. All other terms and conditions will remain as previously approved/advised.

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

e11101172

November 14, 2017

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Tonjua Williams, President 
SUBJECT: Spot Survey, #2, Remodel of Language Arts, Clearwater Campus

Approval is sought for Spot Survey #2, Remodel of Language Arts, Clearwater Campus and the Remodel of the Production Support Facility Garage into a Shootout Annex, Allstate Center.

Associated with the construction of the new Joint-Use Library project at the Clearwater Campus, a portion of the Language Arts Building will need to be remodeled to accommodate additional relocations as a result in the shift of student support functions. The college also needs to remodel the Production Support Facility Garage into a Shootout Annex, at the Allstate Center. The college intends to use Sum of the Digits Allocation (SODA) funds for this scope of work, which requires that the work be included on the Educational Plant Survey. This amendment to the Educational Plant Survey satisfies that requirement, as detailed in FS 1013.31.

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

AMENDMENT #2 (Spot Survey #2)
EDUCATIONAL PLANT SURVEY dated June 30, 2017
St. Petersburg College
November 14, 2017

Pursuant to Section 1013.31, Florida Statutes, administrative staff of St. Petersburg College has prepared an amendment to the current Educational Plant Survey for St. Petersburg College, submitted on June 30, 2017. In accordance with Section 1013.31, Florida Statutes, the amendment has been reviewed and approved by the Board of Trustees.

The following new recommendations are made:

The College requests an amendment to the Educational Plant Survey dated June 30, 2017, to include the following items:

Site 2: Clearwater Campus

2.012: Remodel of Language Arts Building; Building 36, to accommodate additional student support functions.

Site 9: Allstate Center


9.012: Remodel of the Production Support Facility Garage; Building 72, into a Shootout Annex.

Approved by the Board of Trustees of St. Petersburg College on November 14, 2017.

Tonjua Williams, President of the College
Secretary to the Board of Trustees
St. Petersburg College

November 14, 2017

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Tonjua Williams, President 
SUBJECT: Resolution to Terminate Temporary Facilities (Portables)

Approval is sought to terminate these portables from the College Facilities Inventory; and to eventually dispose of the portables as surplus property in the manner prescribed by Chapter 274, Florida Statutes.

As the college assesses its physical facilities footprint, the continued reduction of our use of portable classrooms provides advantages in the areas of energy conservation and reduced maintenance. As suitable replacement space is identified, these units will be taken out of service. Removal of these portables from service requires approval from the Board of Trustees.

The College has temporary facilities (portables) that are approaching the end of their service life. These facilities are located at the following sites:

Facility 103	Portable Building, Fire Training Center (Site 17)
Facility 121	Portable Building, St. Petersburg/Gibbs Campus (Site 3)
Facility 172	Portable Building, Fire Training Center (Site 17)
Facility 176	Portable Building, Allstate Center (Site 9)
Facility 178	Portable Building, Allstate Center (Site 9)
Facility 206	Portable Building, Health Education Center (Site 8)
Facility 266	Portable Building, Health Education Center (Site 8)

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

Resolution of the Board of Trustees
St. Petersburg College

Whereas, the College owns property known as Portables in Facility Buildings 103, 121, 172, 176, 178, 206, 266;

Whereas, said property have significantly expended their useful life, and

Be it therefore resolved, that pursuant to Section 1013.28, Florida Statutes, and Section 1.4(4) State Requirements for Educational Facilities – 2014, the Board of Trustees authorizes the termination of said property.

Dated this 14th day of November, 2017


Board of Trustees
St. Petersburg College

Tonjua Williams, President
Of the College and Secretary to the
Board of Trustees
St. Petersburg College

November 14, 2017

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, President 

SUBJECT: Selection of roofing contractor for the restoration of the roof of the Health Education Center.

Approval is requested of the Board of Trustees to authorize the President to act on the Board's behalf relating to the selection of a roofing contractor for the restoration of the roof of the Health Education Center.

Due to deterioration of the roof on the Health Education Center building, the college is pursuing a solution that will provide an interim (10 year) solution rather than invest in an entire replacement of the roof, which could eclipse a cost of two million dollars. Proposals are currently being solicited, received and evaluated, and the indications are that this proposed ten-year solution will cost approximately \$800,000- \$900,000.

One of the criteria being evaluated is the firm's ability to perform the work during the upcoming winter holiday break. Since the final recommendation will not be made before the November Board meeting, this request is made for the Board to authorize the President to act on behalf of the Board of Trustees to consider and approve, if the President deems appropriate, the recommendation that will be made. This action will allow the project to proceed as scheduled and provide minimal disruption to our students and staff. Results of that action by the President will be provided in a report at a subsequent meeting of the Board of Trustees.

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

November 14, 2017

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, President



SUBJECT: Lease Agreement with the University of Florida regarding the UF Pharmacy building.

Authorization is requested to approve a change in the terms of the lease agreement with the University of Florida regarding the use of the UF Pharmacy building at the SPC Seminole campus.

As part of the teach-out of the University of Florida's Pharmacy program at our Seminole campus, the University has requested a reduced footprint in the SPC/UF Pharmacy building. While the other terms of the lease have not changed, the University has asked to reduce their footprint from 5,980 square feet to 2,313, square feet. The rate per square foot will continue to follow the terms of the lease; the same rate as the state provides for the Operating Costs for New Facilities (OCNF), which is currently \$7.03/square foot. The University expects to further reduce their presence again next year, and this memorandum requests that the Board authorizes the President to act on the college's behalf on the continued modification of our agreement with UF's College of Pharmacy as the teach-out comes to a close.

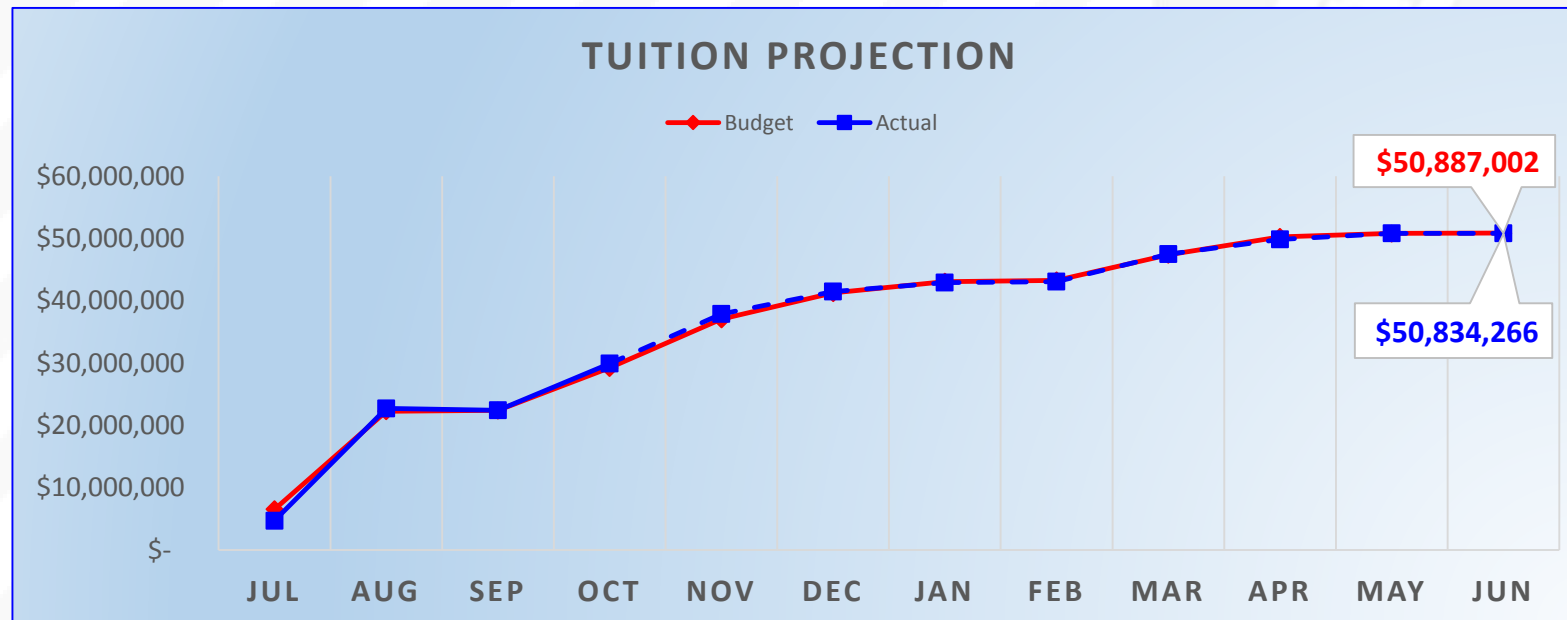
Brian Miles, Vice President, Administrative/Business Services and Information Technology; Jim Waechter, Associate Vice President, Facilities Planning and Institutional Services, recommend approval.

St. Petersburg College
Board of Trustees
Budget Report as of October 31, 2017

Janette Hunt
November 14, 2017

Report as of October 31, 2017

	PY Budget	PY Actual	PY %	Budget	Actual	% of YTD
Revenue						
Student Tuition & Fees	\$ 68,364,047	\$ 37,344,852	54.6%	\$ 61,246,719	\$ 36,243,763	59.2%
State Funding	\$ 72,320,423	\$ 18,542,303	25.6%	\$ 71,793,706	\$ 19,020,883	26.5%
Other Revenues	\$ 5,397,200	\$ 1,961,349	36.3%	\$ 5,609,289	\$ 1,477,401	26.3%
Fund Transfers In	\$ 3,556,839	\$ 358,500	10.1%	\$ 3,782,619	\$ 400,000	10.6%
Reserves	\$ 4,464,452	\$ -	0.0%	\$ 1,825,000	\$ -	0.0%
Total Revenue	\$ 154,102,961	\$ 58,207,003	37.8%	\$ 144,257,333	\$ 57,142,047	39.6%



Report as of October 31, 2017

	PY Budget	PY Actual	PY %	Budget	Actual	% of YTD
Personnel & Benefits						
Faculty	\$ 28,980,411	\$ 10,031,678	34.6%	\$ 26,776,489	\$ 9,505,107	35.5%
Administrative & Professional	\$ 26,069,342	\$ 8,343,573	32.0%	\$ 24,251,689	\$ 8,054,107	33.2%
Career Service (includes OT)	\$ 22,059,113	\$ 6,508,215	29.5%	\$ 19,951,011	\$ 6,239,574	31.3%
Adjunct/Supplemental	\$ 14,341,325	\$ 3,870,142	27.0%	\$ 13,549,064	\$ 3,701,288	27.3%
Other Personal Services (OPS)	\$ 2,896,867	\$ 806,767	27.8%	\$ 2,041,007	\$ 585,740	28.7%
Student Assistants	\$ 428,000	\$ 146,417	34.2%	\$ 428,000	\$ 221,671	51.8%
Health Insurance	\$ 11,854,771	\$ 4,656,882	39.3%	\$ 14,931,773	\$ 5,344,057	35.8%
Other Benefits	\$ 11,700,630	\$ 4,342,974	37.1%	\$ 11,280,323	\$ 4,195,660	37.2%
Total Personnel & Benefits	\$ 118,330,460	\$ 38,706,648	32.7%	\$ 113,209,356	\$ 37,847,204	33.4%
Current Expense						
Total Current Expense	\$ 32,341,920	\$ 9,808,824	30.3%	\$ 28,278,499	\$ 8,701,432	30.8%
Capital						
Total Capital	\$ 3,430,581	\$ 958,359	27.9%	\$ 2,769,478	\$ 928,581	33.5%
Total Operating	\$ 154,102,961	\$ 49,473,831	32.1%	\$ 144,257,333	\$ 47,477,217	32.9%
Balance	\$ -	\$ 8,733,173		\$ -	\$ 9,664,830	


Questions?



November 14, 2017

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, President 

SUBJECT: Personnel Report

Approval is sought for the following recommended personnel transactions:

HIRE Budgeted Administrative & Professional			
Name	Title	Department/Location	Effective Date
Moulton, Erica L	STEM Director	Natural Science SE	10/23/2017 - 6/30/2018
Mobley, Chaye R	(Acting) Career & Acad Advisor	SPC-Downtown DT	10/09/2017 - 6/30/2018

TRANSFER/PROMOTION Budgeted Administrative & Professional			
Name	Title	Department/Location	Effective Date
West, Suzanne	Coord, Int'l LanguageInstitute	Workforce/Professnl Developmnt EPI	10/19/2017 - 6/30/2018

RE-APPOINTMENT Budgeted Administrative & Professional			
Name	Title	Department/Location	Effective Date
Kirsch,Ramona R	Dir, International Program	Ctr for International Programs	12/19/2017 - 6/30/2018
Brink,Patricia J	Instructional Designer/Facilit	Human Resources DO	12/19/2017 - 6/30/2018
O'Berry,Michael R.	Instructional Designer/Facilit	Human Resources DO	12/19/2017 - 6/30/2018
Sengphrachanh,Phonedavanh	Employment Coordinator	Human Resources DO	12/19/2017 - 6/30/2018
Waugh,Kathleen A	Onboarding Concierge	Human Resources DO	12/19/2017 - 6/30/2018
Williams,Yvonne G	Instructional Designer/Facilit	Human Resources DO	12/19/2017 - 6/30/2018
Schmitt,Eileen M.	Payroll Manager	Human Resources/Payroll EPI	12/19/2017 - 4/17/2018

HIRE Budgeted Career Service			
Name	Title	Department/Location	Effective Date
Qirjollari, Jorgo	Administrative Svcs Specialist	Career Connections EPI	10/16/2017
Kitzmiller Jr, Ralph W	Laboratory Specialist	Natural Science SE	10/25/2017
Boyle, Cathleen R	Administrative Svcs Specialist	Online Learning and Services EPI	10/23/2017

TRANSFER/PROMOTION Budgeted Career Service			
Name	Title	Department/Location	Effective Date
Williamson, Annelies C	Student Supp Advisor, Vet Svcs	Student Services CL	10/16/2017

HIRE Supplemental			
Name	Title	Department/Location	Effective Date
Brito, Anna F	Professional Trainer	Emergency Medical Services HEC	9/22/2017

HIRE Temporary			
Name	Title	Department/Location	Effective Date
Serino, Paul P	Adjunct Faculty	Emergency Medical Services HEC	10/9/2017
Voitseshko, Tetiana	Adjunct Faculty	Mathematics CL	10/9/2017
Noesen, Sonja V	Adjunct Faculty, Bach	Baccalaureate Programs HEC	10/9/2017
Delgado-Ovalles, Maria A	OPS Career Level 1	Academic & Student Affairs HEC	10/4/2017

Camero, Mateo	OPS Career Level 2	Associate Provost Office CL	9/21/2017
Wiechmann, Philip J	OPS Career Level 6	Academic & Student Affairs HEC	10/9/2017
Brian, Aric J	OPS Professional	Humanities & Fine Arts SPG	10/10/2017
Serio, Gregory M	OPS Professional	Workforce/Professnl Developmnt EPI	9/27/2017
Winckel, Christopher J	Professional Trainer	Criminal Justice AC	10/23/2017
Reese, Willis W	Professional Trainer	Workforce/Professnl Developmnt EPI	10/1/2017

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

Tunceren, Lillian	Instructor	Communications	11/9/2017 - 11/14/2017
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Destination: Paris, France

The purpose of this trip is for the Faculty member to participate in an EP Tours Orientation and Development Seminar in Paris, France. The College will benefit by providing training to the Faculty member to become versed in guiding first time faculty leading study abroad programs.

Estimated cost to the College not to exceed \$291.30.

Slater, Roy	Instructor	Social & Behavioral Science	1/05/2018 - 1/15/2018
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Destination: Isla San Cristobal, Ecuador

The purpose of this trip is to lead five (5) SPC students to the Model United National international conference in Ecuador/Galapagos Islands. Students will gain valuable research, writing and speaking skills through participation and become versed in international issues through meetings and discussions with students from around the world. The College will benefit by providing students with international educational opportunities and cultural experiences. Cost includes travel and accommodations for Roy Slater and 5 participating students.

Estimated cost to the College not to exceed \$19,321.94.

Rivero, Douglas	Instructor	Social & Behavioral Science	1/05/2018 - 1/15/2018
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Destination: Isla San Cristobal, Ecuador

The purpose of this trip is to lead five (5) SPC students to the Model United National international conference in Ecuador/Galapagos Islands. Students will gain valuable research, writing and speaking skills through participation and become versed in international issues through meetings and discussions with students from around the world. The College will benefit by providing students with international educational opportunities and cultural experiences.

Estimated cost to the College not to exceed \$3,113.29.

Felos, Kimberly	Instructor	Humanities/Fine Art	5/3/2018 - 5/13/2018
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Destination: Athens, Greece

The purpose of this trip is to lead SPC students on a study abroad program to Athens, Greece. A total of ten (10) students are enrolled in the program and will receive credit in one of the following: LIT 2210, HUM 1020, HUM 2210, HUM 2262, CLT 2373. The College will benefit by providing an educational opportunity for students to earn college credits while providing a cultural experience through the study abroad program.

Estimated cost to the College not to exceed \$4,518.90.

Levin, Roxana	Instructor	Communications	6/9/2018 - 7/2/2018
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Destination: Salamanca, Spain

The purpose of this trip is to lead SPC students on a study abroad program to Salamanca, Spain. A total of ten (10) students are enrolled in the program and will receive credit in one Spanish language course, including SPN 2949. The College will benefit by providing an educational opportunity for students to earn college credits while providing a cultural experience through the study abroad program.


Estimated cost to the College not to exceed \$6,423.67.

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

ND10232017

November 14, 2017

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Tonjua Williams, President 
SUBJECT: Renewal of College’s Stop Loss Policy

Confirmation is sought to renew the College’s stop-loss policy for its self-funded health plan effective January 1, 2018, according to the agreed-upon terms. The College carries stop-loss coverage on specific (individual person) as well as overall aggregate (college-wide) claims to reduce its risk of catastrophic loss. The College re-evaluated the coverage levels, and considered market bids as part of an overall review of the plan coverage leading into the 2018 plan year. The recommendation is to maintain coverage at the current deductible level for the 2018 plan year.

The College’s policy would continue with Symetra Financial. The Symetra Financial aggregate and specific stop-loss premium will be locked in through Dec. 31, 2018 at \$400,075.20. In 2017, the college paid \$364,513 in specific stop-loss premium. This is an increase from 2017 to 2018 of \$35,562 in annual premium (total increase in premium of 9.76%).

The terms of the 2018 agreement are as follows:

2018 Terms and Options	
Specific Terms - Limit:	Unlimited/person, mandated by Health Care Reform legislation
Aggregate Terms:	Limit \$1-million, 125% aggregate margin
Covered Benefits:	Medical and Prescription Drugs
Third-Party Administrator:	Aetna
Specific Deductible*:	\$350,000
Estimated Aggregate Deductible:	\$19,211,446.46
Annual Premium:	\$400,075.20

**Includes unlimited lifetime max feature mandated by Health Care Reform*

Brian Miles, Vice President, Administrative/Business Services & Information Technology, and Michelle Manteiga, Senior Manager, Benefits and Wellness, bring this action forward, and recommend approval.



Insurance | Risk Management | Consulting

2255 Glades Road, Suite 200E
Boca Raton, FL 33486

561-998-6808
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October 30, 2017

Ms. Michelle Manteiga, SHRM
Senior Manager, Benefits & Wellness
St. Petersburg College, Epi Services
8580 66 Street North
St. Petersburg, FL 33781

Re: 2018 Stop Loss Renewal

Dear Michelle:

Attached you will find the Stop Loss renewal for St. Petersburg College, effective January 1, 2018:

2018 Terms and Options: **Official renewal rates, terms and alternatives are illustrated per the attached exhibit

- Current Specific Stop Loss Deductible: \$350,000
- Specific Terms: Limit: UNLIMITED/person mandated by Health Care Reform legislation
- Aggregate Terms: Limit \$1,000,000, 125% Aggregate Margin
- Covered Benefits: Medical & Prescription Drugs
- TPA: Aetna

Symetra has agreed to a best and final increase of +9.76% (reduced from the original renewal offer of +15.36%) for the 2018 plan year for the current \$350,000 Specific Stop Loss Deductible and plan structure inclusive of the Aggregate Rate. This represents an increase of approximately \$35,562 in fixed costs. Total expected liability including fixed costs is estimated at \$19,211,446 based on 1,372 covered lives, an increase of approximately 16.31% over current expected liability. We have also provided cost information for two alternative specific deductible levels; \$300,000 & \$375,000 as illustrated in the attached rate exhibit in the event the College wishes to modify the current protection level either up or down (Fixed costs of approximately +36.45% and -1.17% respectively).

Additionally, as it pertains to your stop loss program with Symetra; we will need to receive acceptance by the college of this renewal by December 1, 2017, as these numbers are only firm up to that date, or an additional month (s) of claims data could be required which could impact these numbers (both monthly and large). Furthermore, any known changes to the current benefit structure for the new plan year (1/2018) will need to be disclosed to Symetra.

If the college proceeds with Symetra for 2018 and with respect to the annual renewal premium payment, we will assume the same process of invoicing you under our own accounting system. As in the past, payment of the full required premium will be made to us for forwarding to Symetra.

Thank you for your assistance and cooperation through this process as always. Should you have any questions or concerns relative to this matter, please feel free to contact me.

Sincerely,

Janis Goode, HIA, GDBS
Account Executive

Attachments: Renewal Exhibit

This notice is an outline of the coverage proposed by the carrier(s) based on information provided by your company. It does not include all the terms, coverage, exclusions, limitations, and conditions of the actual contract language. The policies and contracts themselves must be read for those details. Additionally this analysis is not a guarantee of future expenses, claims costs, managed care savings, etc. There are many variables that can affect the future health care costs, including utilization patterns, catastrophic claims, plan design changes, health care trend increases, etc. This analysis does not amend, extend or alter the coverage provided by the actual insurance policies and contracts. Please see your policy or contact us for specific information or further details in this regard.



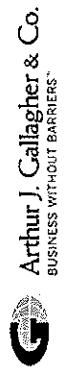
Carriers Invited to Quote

Stop Loss	Response
Symetra	Current Carrier - Shown in Proposal
AIG	Declined to Quote / Uncompetitive (2.5x above current)
HM Insurance Group	Declined to Quote / Uncompetitive (131% above current)
OptumHealth	Declined to Quote / Uncompetitive (30% above current)
SunLife	Declined to Quote / Uncompetitive (35% above current)
VOYA Financial	Declined to Quote / Uncompetitive (55% above current)

2018 Stop Loss Coverage Current, Renewal & Plan Alternates for St. Petersburg College

Description	Symetra - Current	Symetra - Renewal	Symetra - Negotiated Renewal
Effective Date	January 1, 2017	January 1, 2018	January 1, 2018
Medical Enrollment	1,372	1,372	1,372
Aggregate Stop Loss	125%	125%	125%
Composite Rate PEPM	\$1.50	\$1.50	\$1.50
Specific Stop Loss	350K / 12 / 15	350K / 12 / 15	350K / 12 / 15
Contract Maximum	\$350,000	\$350,000	\$350,000
Composite Rate PEPM	\$20.64	\$24.04	\$22.80
Total Stop Loss Costs	\$22.14	\$25.54	\$24.30
Monthly Total	\$30,376.08	\$35,040.88	\$33,339.60
Annual Total	\$364,512.96	\$420,490.56	\$400,075.20
% Change to current	--	15.36%	9.76%
\$ Change to current	--	\$55,977.60	\$35,562.24
Claims Expense	12/15 Medical & Rx w/125%	12/15 Medical & Rx w/125%	12/15 Medical & Rx w/125%
Expected Claims Liability PEPM	\$981.14	\$1,190.18	\$1,142.58
Annual Expected Claims Liability	\$16,153,554.82	\$19,595,178.40	\$18,811,371.26
Current Carrier Runout	N/A	N/A	N/A
Combined Expected Claims Liability PEPM	\$981.14	\$1,190.18	\$1,142.58
Combined Expected Claims Liability	\$16,153,554.82	\$19,595,178.40	\$18,811,371.26
Expected Claims \$ Change to current	--	\$3,441,623.58	\$2,657,816.45
Expected Claims % Change to current	--	21.31%	16.45%
Maximum Claims Liability PEPM	\$1,226.43	\$1,428.22	\$1,428.22
Annual Maximum Claims Liability	\$20,191,943.52	\$23,514,214.08	\$23,514,214.08
Annual Maximum \$ Change to current	--	\$3,322,270.56	\$3,322,270.56
Annual Maximum % Change to current	--	16.45%	16.45%
Total Expected COST - SL & Attach. PEPM	\$1,003.28	\$1,215.72	\$1,166.88
Total Monthly Expected Cost	\$1,376,505.65	\$1,667,972.41	\$1,600,953.87
Total Annual Expected Cost	\$16,518,067.78	\$20,015,668.96	\$19,211,446.46
Lasers	\$0.00	\$0.00	\$0.00
Total Annual Expected Liability	\$16,518,067.78	\$20,015,668.96	\$19,211,446.46
% Change to current	--	21.17%	16.31%
\$ Change to current	--	\$3,497,601.18	\$2,693,378.69
Notes:			

This analysis is for illustrative purposes only, and is not a guarantee of future expenses, claims cost, managed care savings, etc. There are many variables that can affect future health care costs including utilization patterns, catastrophic claims, changes in plan design, health care trend increases, etc. This analysis does not amount, extend, or alter the coverage provided by the actual insurance policies and contracts. Please see your policy or contact us for specific information or further details in this regard.

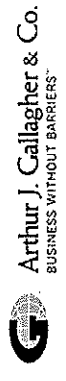


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2018 Stop Loss Coverage Current, Renewal & Plan Alternates for St. Petersburg College

Description	Symetra - Current	Symetra - \$300K Option	Symetra - \$375K Option
Effective Date	January 1, 2017	January 1, 2018	January 1, 2018
Medical Enrollment	1,372	1,372	1,372
Aggregate Stop Loss	125%	125%	125%
Composite Rate PEPM	\$1.50	\$1.50	\$1.50
Specific Stop Loss	350K / 12 / 15	300K / 12 / 15	375K / 12 / 15
Contract Maximum	\$350,000	\$300,000	\$375,000
Composite Rate PEPM	\$20.64	\$28.71	\$20.38
Total Stop Loss Costs	\$22.14	\$30.21	\$21.88
Monthly Total	\$30,376.08	\$41,448.12	\$30,019.36
Annual Total	\$364,512.96	\$497,377.44	\$360,232.32
% Change to current	--	36.45%	-1.17%
\$ Change to current	--	\$132,864.48	(\$4,280.64)
Claims Expense	12/15 Medical & Rx w/125%	12/15 Medical & Rx w/125%	12/15 Medical & Rx w/125%
Expected Claims Liability PEPM	\$981.14	\$1,138.44	\$1,144.27
Annual Expected Claims Liability	\$16,153,554.82	\$18,743,276.16	\$18,839,294.21
Current Carrier Runout	N/A	N/A	N/A
Combined Expected Claims Liability PEPM	\$981.14	\$1,138.44	\$1,144.27
Combined Expected Claims Liability	\$16,153,554.82	\$18,743,276.16	\$18,839,294.21
Expected Claims \$ Change to current	--	\$2,589,721.34	\$2,685,739.39
Expected Claims % Change to current	--	16.03%	16.63%
Maximum Claims Liability PEPM	\$1,226.43	\$1,423.05	\$1,430.34
Annual Maximum Claims Liability	\$20,191,943.52	\$23,429,095.20	\$23,549,117.76
Annual Maximum \$ Change to current	--	\$3,237,151.68	\$3,357,174.24
Annual Maximum % Change to current	--	16.03%	16.63%
Total Expected COST -- SL & Attach. PEPM	\$1,003.28	\$1,168.65	\$1,166.15
Total Monthly Expected Cost	\$1,376,505.65	\$1,603,387.80	\$1,599,960.54
Total Annual Expected Cost	\$16,518,067.78	\$19,240,653.60	\$19,199,526.53
Lasers	\$0.00	\$0.00	\$0.00
Total Annual Expected Liability	\$16,518,067.78	\$19,290,653.60	\$19,199,526.53
% Change to current	--	16.79%	16.23%
\$ Change to current	--	2,772,585.82	2,681,458.75
Notes:			

This analysis is for illustrative purposes only, and is not a guarantee of future expenses, claims costs, managed care savings, etc. There are many variables that can affect future health care costs including utilization patterns, catastrophic claims, changes in plan design, health care trend increases, etc. This analysis does not amend, extend, or alter the coverage provided by the actual insurance policies and contracts. Please see your policy or contact us for specific information or further details in this regard.



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St. Petersburg College

Stop Loss Contract Provisions

1/1/2018 through 12/31/2018

Category	Incumbent
A Carrier	Symetra
B Coverages Included	Medical/Rx
C Policy Year Maximum	Unlimited
D Lifetime Maximum	Unlimited
E Claim Accumulation Basis	Per Member
F Reimbursement Percentage	100%
G Contract Basis	12/15
H Dollar Limit on Run-in Claims	No
I Maximum Aggregate Refund	\$1,000,000
J Retirees Included	Yes
K Actively at Work Provision	Waived
L Lasered Claimants	None
M Commission Included in the Rates	5.0%
N Supplemental Compensation	0.0%

This analysis is for illustrative purposes only, and is not a guarantee of future expenses, claims costs, managed care savings, etc. There are many variables that can affect future health care costs including utilization patterns, catastrophic claims, changes in plan design, health care trend increases, etc. This analysis does not amend, extend, or alter the coverage provided by the actual insurance policies and contracts. Please see your policy or contact us for specific information or further details in this regard.

This analysis contains an outline of key policy provisions which may represent additional financial liability. The intent of this analysis is to provide you with general information the status of, and/or potential concerns related to your current employee benefits environment. It does not necessarily fully address all of your specific issues. It should not be as, nor is it intended to, provide legal advice. Questions regarding specific issues should be addressed by your general counsel or an attorney who specializes in this practice area.

While GBS does not guarantee the financial viability of any health insurance carrier or market, it is an area we recommend that clients closely scrutinize when selecting a health There are a number of rating agencies that can be referred to including, A.M. Best, Fitch, Moody's, Standard & Poor's, and Weiss Ratings (TheStreet.com). Generally, agencies that provide ratings of Health Insurers, including traditional insurance companies and other managed care organizations, reflect their opinion based on a comprehensive quantitative and qualitative of a company's financial strength, operating performance and market profile. However, these ratings are not a warranty of an insurer's current or future ability to meet its

St. Petersburg College
Stop Loss Financial Analysis
\$350,000 Specific Stop Loss Level
1/1/2018 through 12/31/2018

Category	Current Program	Incumbent Renewal Preliminary	Incumbent Renewal Final
A Carrier	Symetra	Symetra	Symetra
Specific Stop Loss			
B Coverages	Medical/Rx	Medical/Rx	Medical/Rx
C Contract Basis	12/15	12/15	12/15
D Specific Stop Loss Level	\$350,000	\$350,000	\$350,000
E Aggregating Specific Deductible	\$0	\$0	\$0
F Lasered Claimants	None	None	None
G Projected Employee Lives	1,372	1,372	1,372
H Specific Stop Loss Rate - Composite	\$20.64	\$24.04	\$22.80
I Total Specific Stop Loss Premium - Monthly	\$28,318	\$32,983	\$31,282
J Total Specific Stop Loss Premium - Annual	\$339,817	\$395,795	\$375,379
K Premium Cost/(Savings) Over Current	-	\$55,978	\$35,562
L % Premium Cost/(Savings) Over Current	-	16.5%	10.5%
Aggregate Stop Loss			
M Coverages	Medical/Rx	Medical/Rx	Medical/Rx
N Aggregate Attachment Corridor	125%	125%	125%
O Maximum Aggregate Refund	\$1,000,000	\$1,000,000	\$1,000,000
P Projected Employee Lives	1,372	1,372	1,372
Q Aggregate Stop Loss Rate - Composite	\$1.50	\$1.50	\$1.50
R Total Aggregate Stop Loss Premium - Monthly	\$2,058	\$2,058	\$2,058
S Total Aggregate Stop Loss Premium - Annual	\$24,696	\$24,696	\$24,696
T Premium Cost/(Savings) Over Current	-	\$0	\$0
U % Premium Cost/(Savings) Over Current	-	0.0%	0.0%
V Aggregate Claim Factor - Composite	\$1,226.43	\$1,428.22	\$1,428.22
W Aggregate Annual Attachment Point	\$20,191,944	\$23,514,214	\$23,514,214
X Minimum Aggregate Annual Attachment Point	\$17,298,550	\$20,144,757	\$20,144,757
Total			
Y Total Stop Loss Premium - Annual	\$364,513	\$420,491	\$400,075
Z Premium Cost/(Savings) Over Current	-	\$55,978	\$35,562
AA % Premium Cost/(Savings) Over Current	-	15.4%	9.8%
AB Estimated Additional Claim Liability ¹	-	\$0	\$0
AC Lasered Claim Liability	\$0	\$0	\$0
AD Net Stop Loss Costs (Y + AB + AC)	\$364,513	\$420,491	\$400,075
AE Net Stop Loss (Savings)/Added Cost Over Current	-	\$55,978	\$35,562
	Symetra	Symetra	Symetra
AF Commission Included in the Rates	5.0%	5.0%	5.0%
AG Supplemental Compensation	0.0%	0.0%	0.0%



This analysis is for illustrative purposes only, and is not a guarantee of future expenses, claims costs, managed care savings, etc. There are many variables that can affect future health care costs including utilization patterns, catastrophic claims, changes in plan design, health care trend increases, etc. This analysis does not amend, extend, or alter the coverage provided by the actual insurance policies and contracts. Please see your policy or contact us for specific information or further details in this regard.

SPC Presidential Transition Team





Members of the Transition Team

- Kenneth Afienko
- Candace Baker
- Belinthia Berry
- Lisa Borzewski
- Eric Carver
- Jimmy Chang
- Rod Davis
- Victor Dukes
- Rita Farlow
- Bill Grey
- Christopher Harvey
- Fatma Hedeia
- Kimberly Jackson
- Joven Jocelyn
- Frank Jurkovic
- Amy Lockhart
- Starla Metz
- Steven Moody
- Tom Philippe
- Jose Ribas
- Cynthia Seay
- Dwayne-ron Sharpe
- Joshua Smith
- Karen Sommerville
- Jeanne Trimble
- Shannon Ulrich
- Todd VanAuken
- Darlene Westberg
- Benjamin Woods

Chair: Adam Goodman, President, The Victory Group



The Transition Team's Path to Today

- **Meeting 1 (August 25)**
Organized 6 different subcommittees
- **Meeting 2 (September 18)**
Prioritized Needs/Challenges
- **Meeting 3 (October 5)**
Developed Remedies/Solutions
- **Meeting 4 (October 30)**
Finalized Action Plans with Strategies and Tactics
and developed our Value Propositions



"The Four C's"

- **Culture** – the values, attitudes and character of SPC
- **Communication** – how we interact with each other and the world around us
- **Collaboration** – uniting to leverage our collective strengths
- **Creativity** – utilizing ideas that motivate and drive success



Subcommittees of the Transition Team

The SPC Presidential Transition Team created 6 Subcommittees:

- **Communication**
Presenter: Shannon Ulrich
- **Branding**
Presenter: Amy Lockhart
- **Student Engagement**
Presenter: Frank Jurkovic
- **Student Support**
Presenter: Fatma Hedeia
- **Community Involvement**
Presenter: Kimberly Jackson
- **Efficiency/Organization**
Presenter: Benjamin Woods



Communication Subcommittee

Communication is Caring

We want to empower our college family to provide clear and consistent communication through an organized structure and process.

- One Voice, One College
- Streamline and simplify
- Top down and bottom up
- Doing what works: Best Practices
- Timely and relevant



Branding Subcommittee

Branding is a message and an attitude

- Unified, consistent and available
- Visual, vibrant and everywhere
- Connection is emotional
- Fresh, catchy and on message
 - Building a better base for a strong future
 - We are stronger together
- Our best branding ambassadors are us
- Titan Hall of Fame



Student Engagement Subcommittee

SPC Students who are engaged walk the stage

- Engagement = retention and success
- “Get involved”
- One Time vs. All the Time
- On-campus connection
- Expand the fun off-campus
- Leverage technology to power the SPC Connection
- The conversation never ends



Student Support Subcommittee

SPC: The support you need to succeed

- College-wide mentoring to mentor success
- SPC is there for you on and off campus
- Align on-campus and online
- Something for everyone
- It doesn't end with graduation



Community Involvement Subcommittee

St. Petersburg College is OUR Community's College

- Vision has a roadmap
 - Cannot master our potential without a master plan
- "What you need is what we have"
- Start with YES and we will figure it out
- Partnerships begin early
- Community Partnership Office (CPO)
 - Align all in community engagement into one Department



Efficiency & Organization Subcommittee

Efficiency creates Empowerment

- An organizational chart that is organized
 - A flow chart that flows
 - Clarity of organizational structure
- Less waiting on wait lists
- Leveraging and prioritizing
- Recognition = Happy Employees
 - *Small investments build big results*

Efficiency, alignment, and recognition empowers students, employees, and the community to succeed



Six Priorities

- **Communication**
- **Branding**
- **Student Engagement**
- **Student Support**
- **Community Involvement**
- **Efficiency/Organization**



The 5th C: "Community"

Culture
Communication
Collaboration
Creativity = **Community**

The Bottom Line...