AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES
September 19, 2017

ST. PETERSBURG GIBBS CAMPUS ROOM (SS-202)
6605 Fifth Ave. N.
St. Petersburg, 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. Annette Gonzalez *(Not Attending)*
2. Lynne Cianchette *(Attending)*

B. Announcements
1. Florida College System Foundation Presentation – Dr. Tom Furlong, Trustee, Florida College System, Mr. Joe Lang, Trustee Emeritus, Ms. Frances Neu, Vice President, Institutional Advancement, Foundation Executive Director

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 August 15, 2017 *(Action)*

V. MONTHLY REPORTS
A. Board Attorney
B. General Counsel

VI. STRATEGIC FOCUS AND PLANNING

A. STUDENT SUCCESS AND ACADEMIC ACHIEVEMENT
1. Online Classroom Experience – Dr. Susan Colaric, Associate Vice President, Online Learning Services *(Presentation)*

2. SACS On Site Visit Update – Dr. Sabrina Crawford, Executive Director, Institutional Research and Effectiveness, Dr. Jennifer Haber, Professor, Ms. Heather Roberson, Academic Director, Center for Excellence in

Teaching and Learning *(Presentation)*

B. BUDGET AND FINANCE

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

2. Three Year Financial Plan – Phase II Budget Update – Mr. Brian Miles *(Presentation)*

C. ADMINISTRATIVE MATTERS

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

   b. Employee Health Insurance Update – Ms. Desiree Woroner, Director, Human Resources Development *(Presentation/Action)*

2. Construction
   a. St. Petersburg Gibbs Student Success Center Update, Mr. Jim Waechter, Associate Vice President, Facilities Planning and Institutional Services *(Presentation)*

VII. CONSENT AGENDA

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

B. NEW BUSINESS

1. Credit Curriculum Changes *(Action)*

2. Workforce and Professional Development Curriculum Changes *(Action)*

3. ADMINISTRATIVE MATTERS
   a. General Compensation Policy Modification - Third Shift Pay Differential

4. GRANTS/RESTRICTED FUNDS CONTRACTS
   a. Florida Department of Economic Opportunity (DEO): Florida Job Growth - Pinellas County Security/Defense Center *(Action)*
   b. Florida Department of Economic Opportunity (DEO): Florida Job Growth – Mechatronics & Electromechanical Technician Training *(Action)*
   c. American Library Association: Ready to Code *(Action)*

5. BIDS, EXPENDITURES, CONTRACTS OVER $325,000
   a. Oracle Contract *(Action)*

   b. Renewal of Contractors *(Action)*

VIII.   INFORMATIONAL REPORTS – NONE

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

X.   PRESIDENT'S REPORT

XI.   NEXT MEETING DATE AND SITE

   October 17, 2017, Bay Pines STEM Center

XII.   ADJOURNMENT

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting September 19, 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: September 8, 2017

Florida College System Foundation

- Tom Furlong, Trustee, Florida College System

- Joe Lang, Trustee Emeritus, Florida College System

- Frances Neu, Vice President, Institutional Advancement, Foundation Executive Director
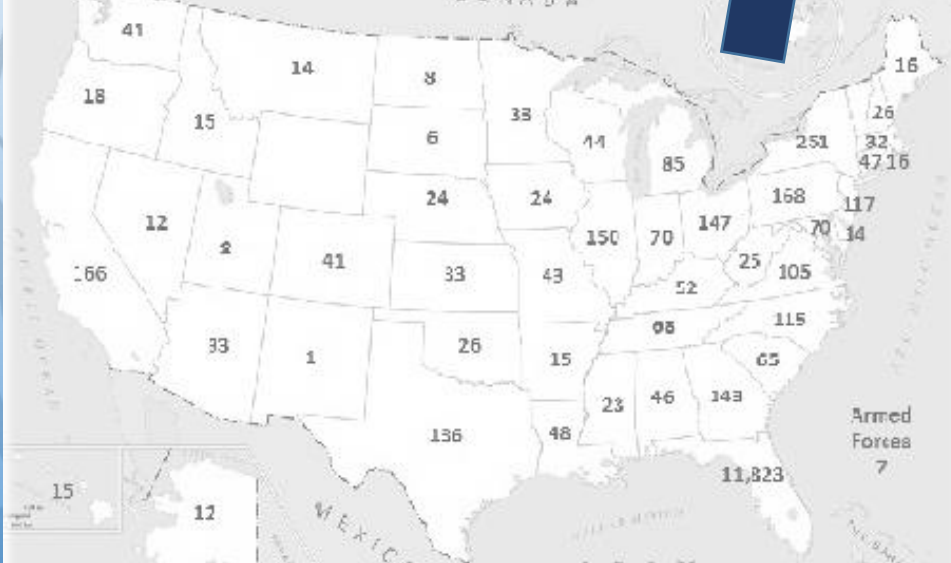
St. Petersburg College
SPC

Fall 2017 Online Enrollment

Board of Trustees Meeting

September 19, 2017

Marketing, Pre-admission, Advising

Request For Information

OFFICE OF ADMISSIONS

SPC St. Petersburg College

(727) 341-3402

WELCOME to SPC

Hi Test! I'm Cara, your personal admissions advisor.
Thank you for your interest in St. Petersburg College. Check out our Student Guide to explore everything St. Petersburg College has to offer you.(link Student Guide to URL)
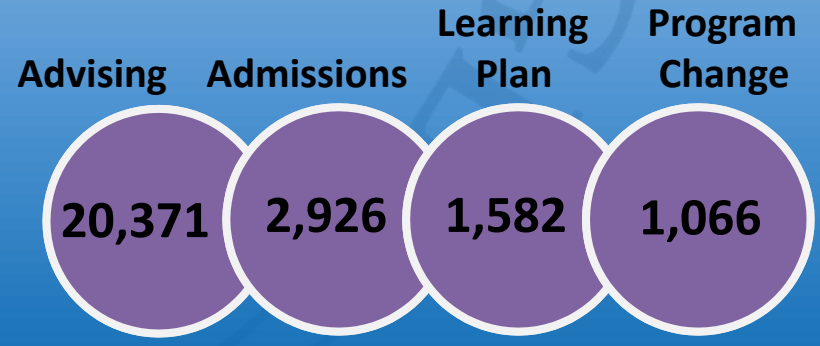
SPC St. Petersburg College

ST. PETERSBURG COLLEGE
TITAN THURSDAYS
LIVE WEBINARS THE LAST THURSDAY OF EVERY MONTH

Online Advisors

Advising	Admissions	Learning Plan	Program Change
20,371	2,926	1,582	1,066
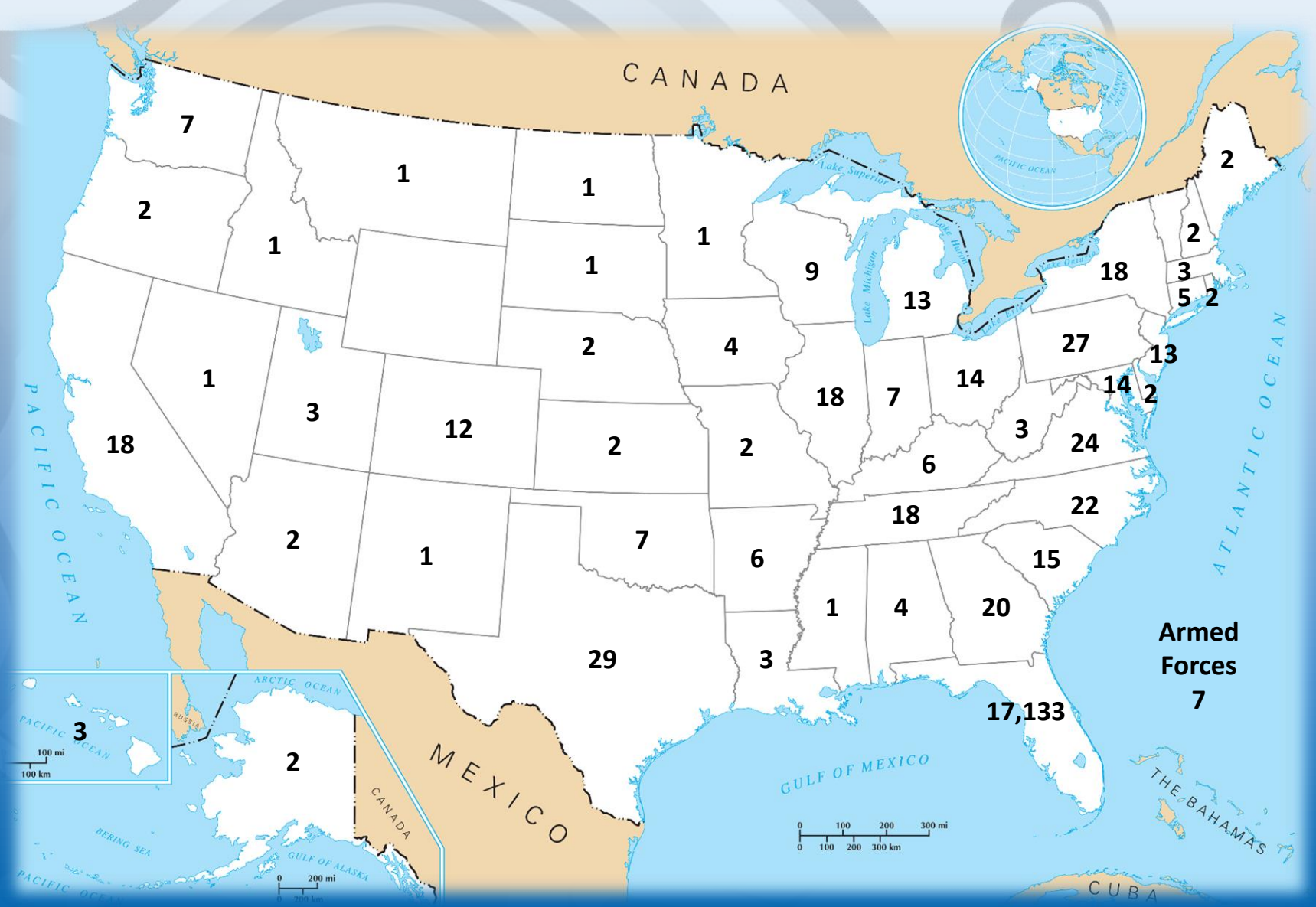
Online enrollment in Tampa Bay Area
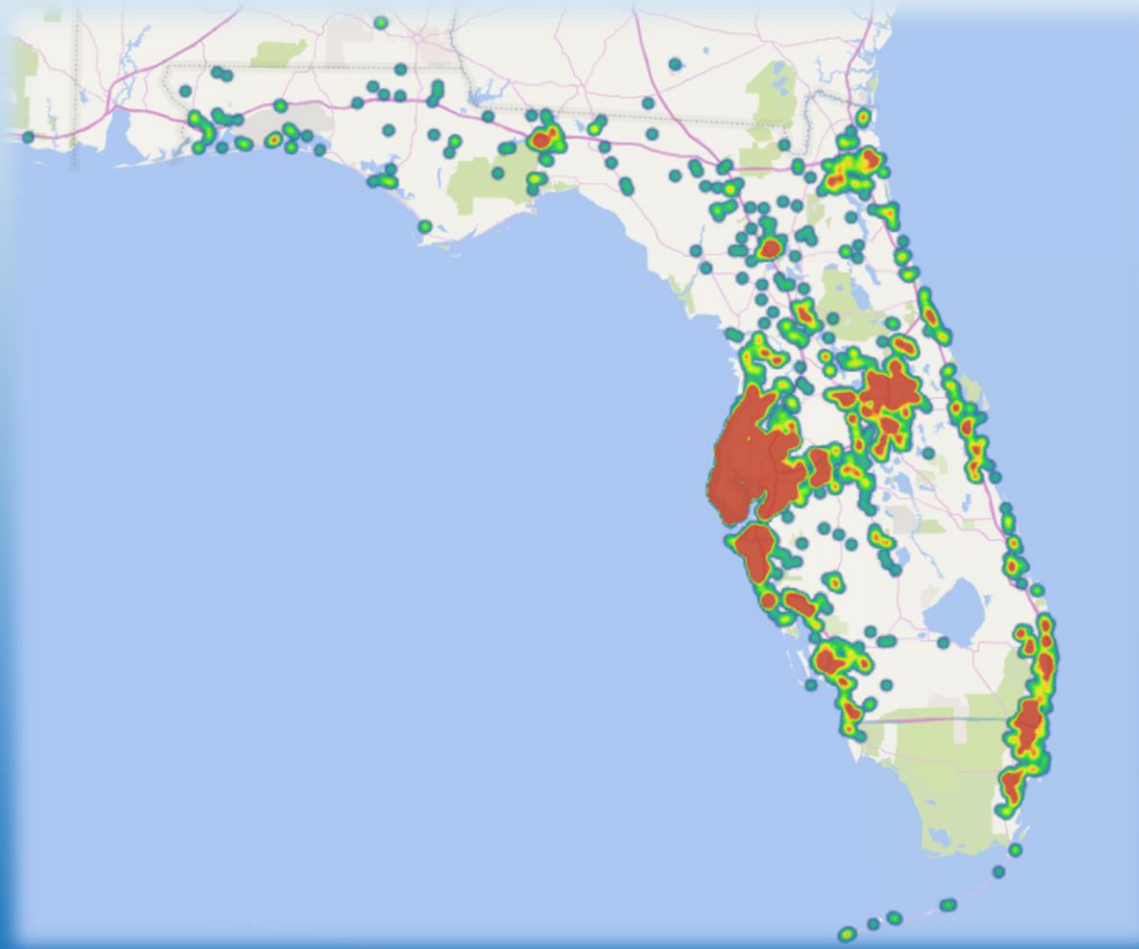
SPC Online Student Profile

66.7% Taking an online course

34.2% Exclusively online
70.0% Part-time
53.8% Over 26 years of age
64.5% Female
36.0% Minority
10.9% FTIC

23.6% Baccalaureate

Online enrollment

Overall Headcount

- Fall 2014: 17,484
- Fall 2015: 17,218
- Fall 2016: 17,240
- Fall 2017: 17,683

Overall SSH

- Fall 2014: 104,928
- Fall 2015: 104,628
- Fall 2016: 104,199
- Fall 2017: 109,254

Source: SPC Business Intelligence, Enrollment by Day as of 9/3/2017
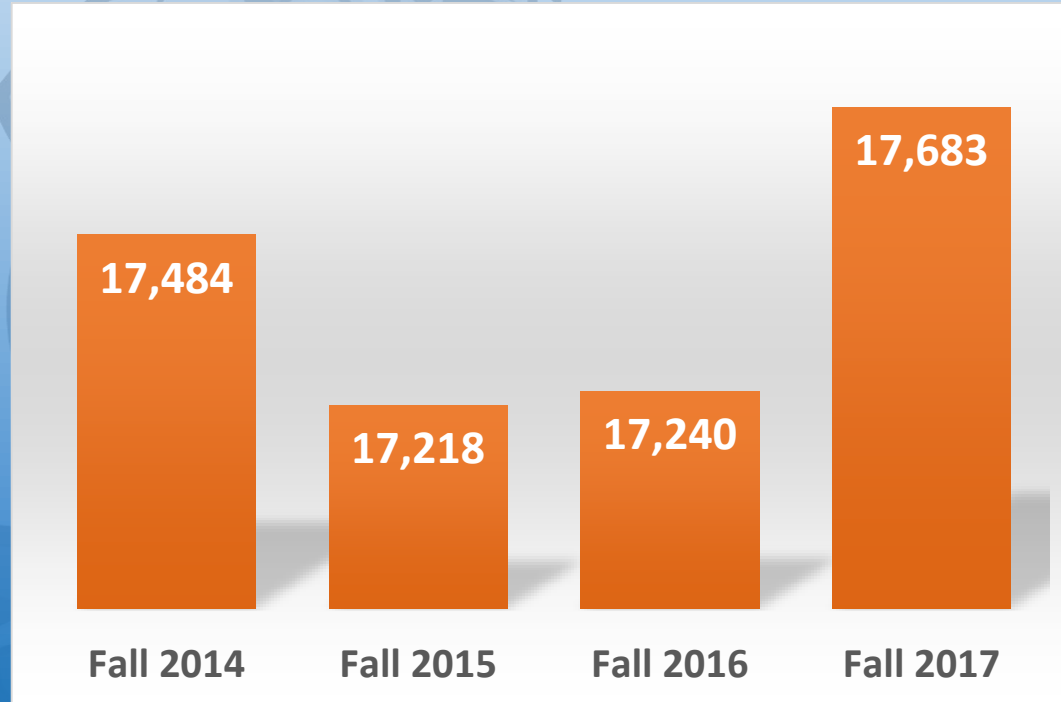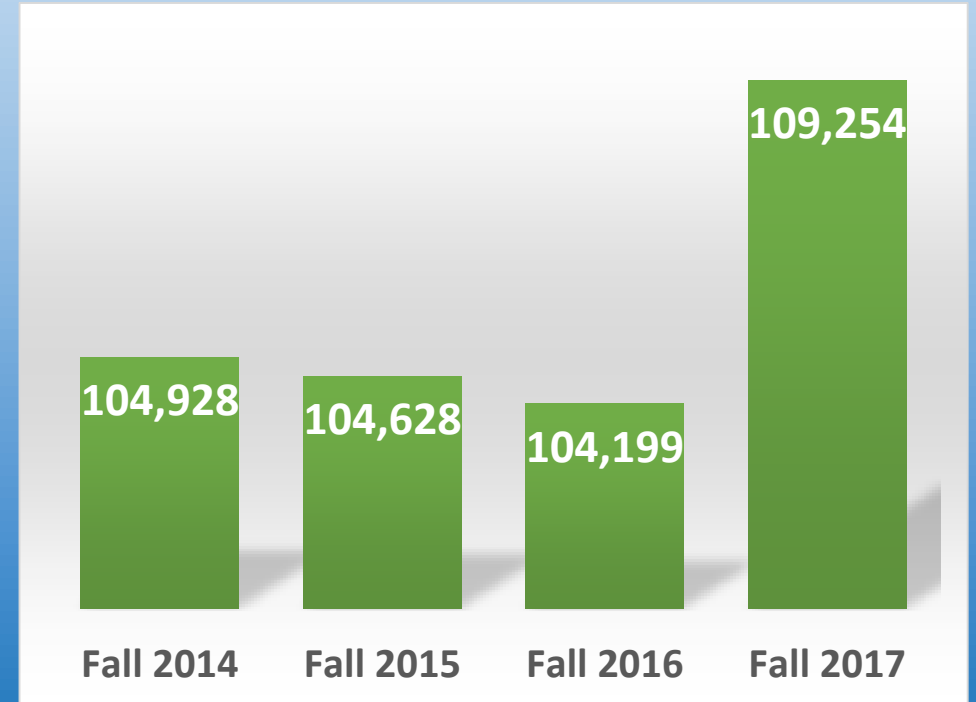
Distribution by instructional method

All Students

- Online only — 30%
- Online & Classroom — 39%
- Classroom only — 31%

FTIC

- 9%
- 39%
- 52%

Source: SPC Business Intelligence, Enrollment by Instructional Method, 9/3/2017
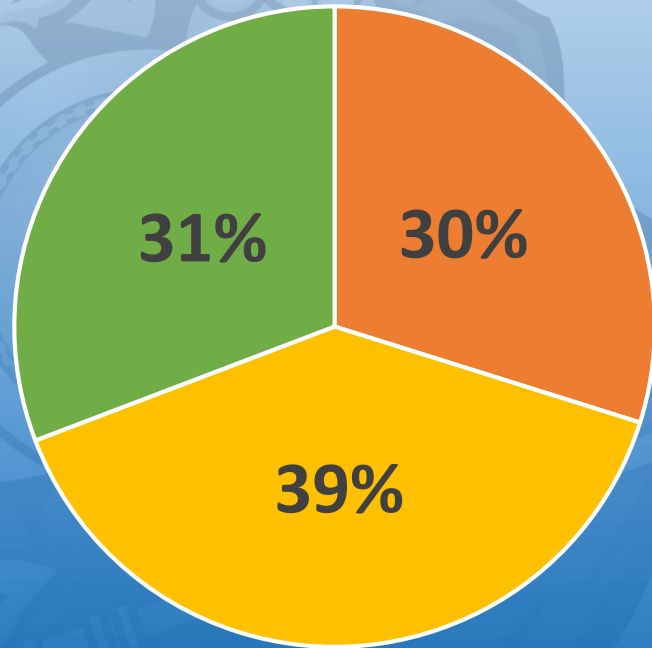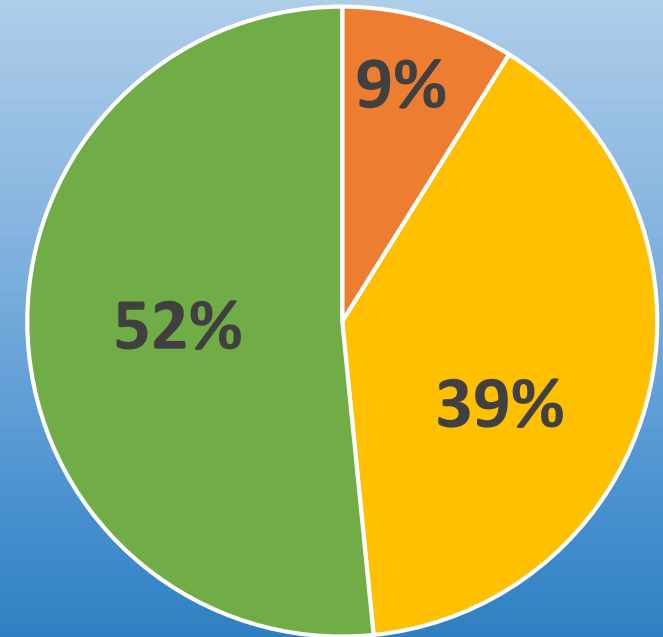
FTIC online only   n=379

83 Full-time   **296** Part-time

173 AA   **165** AS   **41** certificate or non-degree

15 out of state   **34** out of region

258 Female   **113** male   **8** undeclared

SPC Online

"Online classes allow me to continue my education while still being a mom to my special needs children. It also allows my to continue my career and work full time. Online classes are so very important to me and my family."

Jennifer Bigman
Madiera Beach, FL

Standard Courses

- **94 Standard Courses completed**
- **More than 50% of the online enrollment**
- **Success rates increasing**
- **Withdrawals and student complaints decreasing**

Online Support

- **Student Readiness Instrument increasing**
- **SParC increasing**
- **Online Support Webinars**
  - Tues. 8/22, 2:00 - 177 registered; 26 attended
  - Thurs. 8/24, 6:30 - 312 registered; 44 attended
  - 62% of those registered were online students

Instructional Continuity

- **Communications to faculty and students**
- **Online classes: completion of assignments once faculty and students have power at their homes**
- **Campus classes: ability to transfer course content and assignments to online for make-up classes**

- **MyCourses is cloud-based allowing continuous access**

Noteworthy Observations

SACSCOC On Site Visit
and
QEP Training

Board of Trustees Meeting

September 19, 2017

Visit Schedule

SPC St. Petersburg College
INSTRUCTION AND ACADEMIC PROGRAMS

Monday Oct. 9th
- Site Visits: Allstate and Midtown

Tuesday Oct. 10th
- Site Visits: St. Pete Gibbs and Vet Tech
- Interviews: QEP Leadership Team and Institutional Personnel

Wednesday Oct. 11th
- Interviews: Institutional Personnel and QEP Groups
- **Working Lunch with President and BOT (12:15pm-1:15pm)**

Thursday Oct. 12th
- Exit Conference

Ready, Set, Succeed!

- College Readiness: Strategies for Success
  - ✓ Motivation and Ownership
  - ✓ Time Management
  - ✓ Knowledge Comprehension
- Target Population: Flexible Opt-Out Students
- Fall 2017 Pilot

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

Janette Hunt
September 19, 2017

St. Petersburg College
SPC

Report as of August 31, 2017

	Budget	Actual	% of YTD	YOY
Revenue				
Student Tuition & Fees	$ 61,246,719	$ 27,072,582	44.2%	4.0%
State Funding	$ 71,793,706	$ 9,510,442	13.2%	0.4%
Other Revenues	$ 5,609,289	$ 329,836	5.9%	0.0%
Fund Transfers In	$ 3,782,619	$ -	0.0%	0.0%
Reserves	$ 1,825,000	$ -	0.0%	0.0%
Total Revenue	$ 144,257,333	$ 36,912,860	25.6%	1.5%

TUITION PROJECTION

Budget   Actual

$51,125,926

$50,887,002
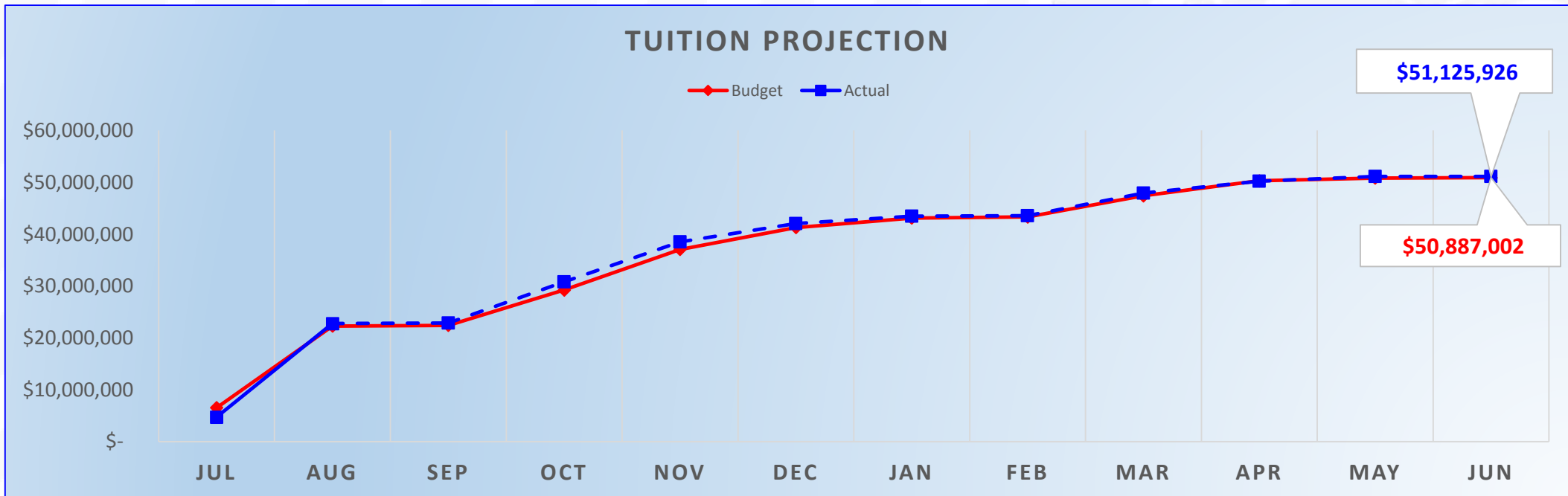
Report as of August 31, 2017

	Budget	Actual	% of YTD	YOY
Personnel & Benefits				
Faculty	$ 26,776,489	$ 4,378,222	16.4%	-2.2%
Career Service (includes OT)	$ 24,251,683	$ 4,137,473	17.1%	3.6%
Administrative & Professional	$ 19,951,010	$ 2,384,717	12.0%	0.3%
Adjunct/Supplemental	$ 13,549,064	$ 751,637	5.5%	-0.3%
Other Personal Services (OPS)	$ 2,041,008	$ 227,587	11.2%	1.4%
Student Assistants	$ 428,000	$ 78,149	18.3%	0.6%
Health Insurance	$ 14,931,779	$ 2,682,327	18.0%	-0.8%
Other Benefits	$ 11,280,323	$ 1,977,398	17.5%	-0.2%
Total Personnel & Benefits	$ 113,209,356	$ 16,617,510	14.7%	0.4%
Current Expense				
Total Current Expense	$ 28,278,499	$ 4,213,018	14.9%	-1.5%
Capital				
Total Capital	$ 2,769,478	$ 574,254	20.7%	4.3%
Total Operating	$ 144,257,333	$ 21,404,783	14.8%	0.0%
Balance	$ -	$ 15,508,077		

FY17-18
Phase II Updates

St. Petersburg College

SPC

Review College Structure (Resource Reallocation)

Review and revise internal procedures

Automate manual processes

Eliminate duplicate activities

Increase meeting effectiveness

Realign organizational structure by eliminating vacancies and reassigning personnel as needed considering transition team recommendations

Eliminate services deemed unnecessary or redundant

Where appropriate, renegotiate service agreement terms and conditions for increased efficiencies and cost savings

Survey building space with consultant

Collaborate with Provosts

Draft Facilities Rentals Handbook for short-term leases

Review, and where appropriate, re-negotiate long-term leases; increase revenue

Information Technology Purchase/Lease Assessment

Reduce costs while addressing technology in student use areas

Generate greater vendor competition

Explore technology alternatives

Consolidate leases

Collaborate with Deans, Provosts and key stakeholders

Student Software Review

Examine purchased & home-grown student systems

Evaluate if software meets intended purpose

Reduce and eliminate redundant, inefficient, low to no ROI software

Streamline stakeholder experience to increase proficiency

Eliminate or repurpose personnel cost supporting antiquated or unnecessary systems

Enrollment Plan

Recruitment & Retention Strategy

Enhance the Classroom Experience

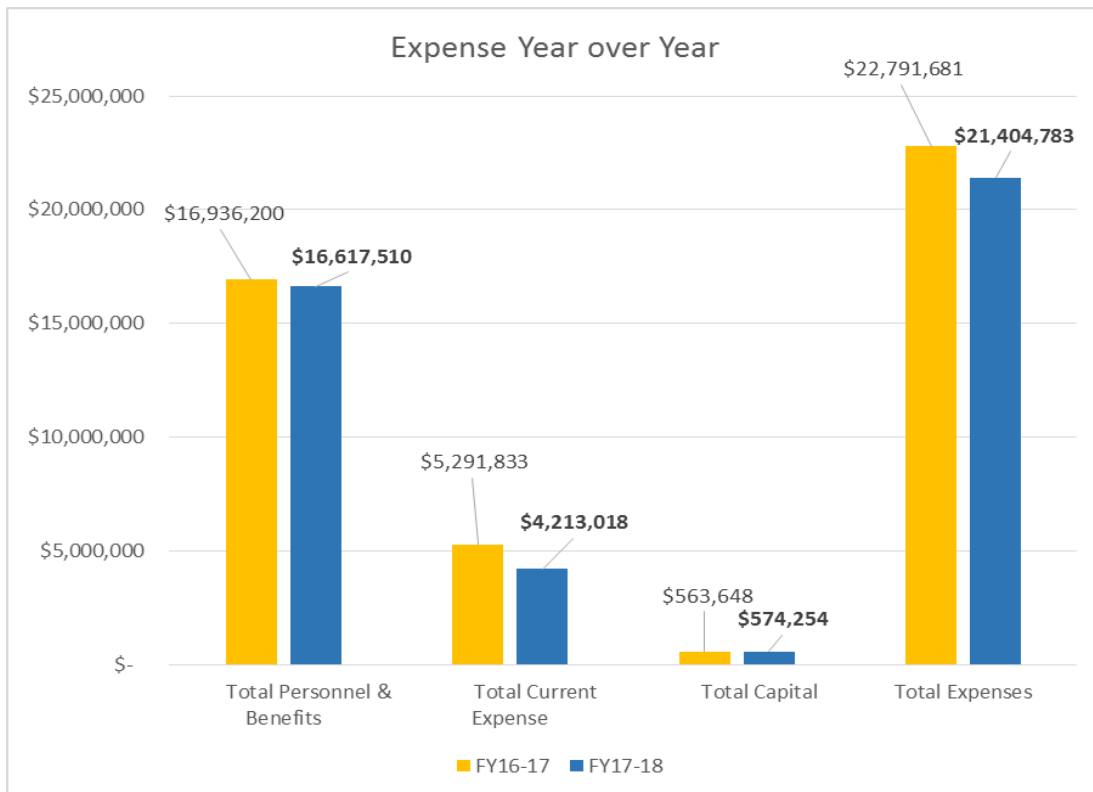Early Registration Campaign

Questions?

St. Petersburg College
SPC

St. Petersburg College
Financial Report
As of August 31, 2017

	PY Budget	PY Actual	PY % of YTD	Budget	Actual	% of YTD	YOY
Revenue							
Student Tuition & Out-of-State Fees	$ 56,560,516	$ 23,194,369	41.0%	$ 50,887,002	$ 22,761,986	44.7%	3.7%
State Appropriation - CCPF	$ 51,695,712	$ 8,662,356	16.8%	$ 53,548,581	$ 8,924,764	16.7%	-0.1%
State Appropriation - Lottery	$ 16,693,508	$ -	0.0%	$ 14,231,049	$ -	0.0%	0.0%
Performance Funding	$ 3,652,774	$ 608,796	16.7%	$ 3,514,076	$ 585,678	16.7%	0.0%
Operating Cost for New Facilities	$ 128,429	$ -	0.0%	$ -	$ -	0.0%	0.0%
Learning Support Access Fee	$ 1,834,042	$ 728,292	39.7%	$ 1,639,890	$ 696,867	42.5%	2.8%
Distance Learning Fee	$ 3,814,485	$ 1,523,848	39.9%	$ 3,526,830	$ 1,577,644	44.7%	4.8%
Technology Fee	$ 2,818,596	$ 1,140,247	40.5%	$ 2,508,569	$ 1,097,222	43.7%	3.3%
Lab Revenue Fees	$ 1,714,401	$ 747,564	43.6%	$ 1,592,067	$ 765,631	48.1%	4.5%
Industry Certifications	$ 150,000	$ -	0.0%	$ 500,000	$ -	0.0%	0.0%
Other Revenues	$ 5,397,200	$ 318,494	5.9%	$ 5,609,289	$ 329,836	5.9%	0.0%
Other Student Fees	$ 1,622,007	$ 162,472	10.0%	$ 1,092,361	$ 173,232	15.9%	5.8%
Fund Transfers In	$ 3,556,839	$ -	0.0%	$ 3,782,619	$ -	0.0%	0.0%
Reserve	$ 4,464,452	$ -	0.0%	$ 1,825,000	$ -	0.0%	0.0%
Total Revenue	$ 154,102,961	$ 37,086,438	24.1%	$ 144,257,333	$ 36,912,860	25.6%	1.5%

	Budget	Actual	% of YTD	Budget	Actual	% of YTD	YOY
Personnel & Benefits							
Instructional/Faculty-Full time	$ 28,899,727	$ 5,349,812	18.5%	$ 26,776,489	$ 4,378,222	16.4%	-2.2%
Administrative & Professional	$ 26,150,026	$ 3,522,067	13.5%	$ 24,251,683	$ 4,137,473	17.1%	3.6%
Career (Non-Instructional)	$ 22,059,114	$ 2,569,047	11.6%	$ 19,951,010	$ 2,384,717	12.0%	0.3%
Adjunct/Supplemental	$ 14,341,325	$ 842,886	5.9%	$ 13,549,064	$ 751,637	5.5%	-0.3%
Other Personal Services (OPS)	$ 2,896,867	$ 281,525	9.7%	$ 2,041,008	$ 227,587	11.2%	1.4%
Student Assistants	$ 428,000	$ 75,582	17.7%	$ 428,000	$ 78,149	18.3%	0.6%
Health Insurance	$ 11,854,547	$ 2,224,928	18.8%	$ 14,931,779	$ 2,682,327	18.0%	-0.8%
Other Benefits	$ 11,700,854	$ 2,070,354	17.7%	$ 11,280,323	$ 1,977,398	17.5%	-0.2%
Total Personnel & Benefits	$ 118,330,460	$ 16,936,200	14.3%	$ 113,209,356	$ 16,617,510	14.7%	0.4%
Current Expense							
Travel	$ 629,676	$ 120,277	19.1%	$ 311,583	$ 43,854	14.1%	-5.0%
Repairs & Maint	$ 872,674	$ 184,652	21.2%	$ 886,195	$ 136,585	15.4%	-5.7%
Rental/Leases	$ 445,340	$ 43,094	9.7%	$ 140,050	$ 33,015	23.6%	13.9%
Insurance (Non Health)	$ 1,708,272	$ 1,076,113	63.0%	$ 1,758,611	$ 1,270,122	72.2%	9.2%
Utilities	$ 5,800,000	$ 870,300	15.0%	$ 5,260,407	$ 843,379	16.0%	1.0%
Services and Fees	$ 7,734,988	$ 690,593	8.9%	$ 6,033,319	$ 724,220	12.0%	3.1%
Scholarships/Fee Waivers	$ 1,559,895	$ 811,077	52.0%	$ 2,423,463	$ 169,543	7.0%	-45.0%
Materials and Supplies	$ 5,928,526	$ 782,453	13.2%	$ 4,476,333	$ 496,549	11.1%	-2.1%
Tech Expense/Licensing	$ 2,805,757	$ 523,331	18.7%	$ 2,594,386	$ 172,646	6.7%	-12.0%
Bad Debt/Unemployment	$ 1,147,782	$ (39,085)	-3.4%	$ 1,003,810	$ (31,216)	-3.1%	0.3%
Other Current Expense	$ 3,709,010	$ 229,028	6.2%	$ 3,390,342	$ 354,321	10.5%	4.3%
Total Current Expense	$ 32,341,920	$ 5,291,833	16.4%	$ 28,278,499	$ 4,213,018	14.9%	-1.5%
Capital							
Computer Refresh Leases	$ 2,904,221	$ 516,475	17.8%	$ 2,379,879	$ 513,506	21.6%	3.8%
Capital Purchases	$ 526,360	$ 47,173	9.0%	$ 389,599	$ 60,748	15.6%	6.6%
Total Capital	$ 3,430,581	$ 563,648	16.4%	$ 2,769,478	$ 574,254	20.7%	4.3%
Total Operating	$ 154,102,961	$ 22,791,681	14.8%	$ 144,257,333	$ 21,404,783	14.8%	0.0%
Balance	$ -	$ 14,294,757		$ -	$ 15,508,077		

The total revenue difference using a year-over-year comparison from the prior fiscal year to the current fiscal year is a decrease of $173,578. This represents a 1.5% change.

Revenue Year over Year
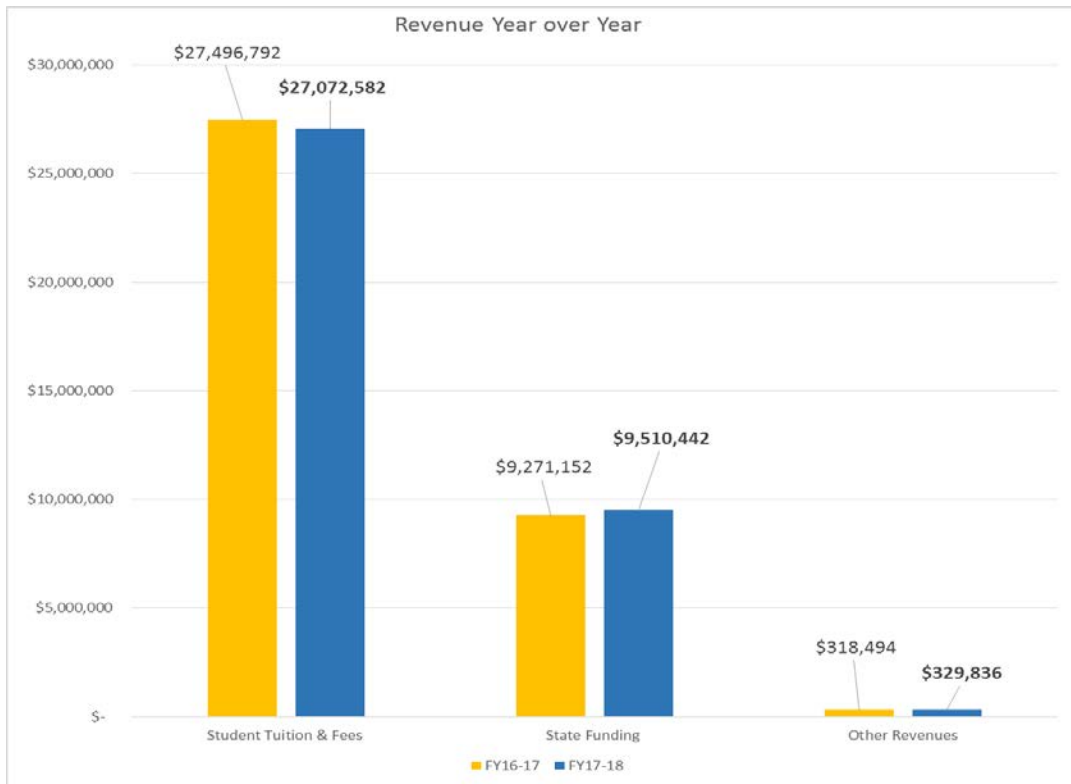
The total expense difference using a year-over-year comparison from the prior fiscal year to the current fiscal year is a decrease of $1,386,899. This represents no budget to actual percentage change.

Expense Year over Year

The year-to-date total of actual expense is 14.8% of the overall budgeted amount.
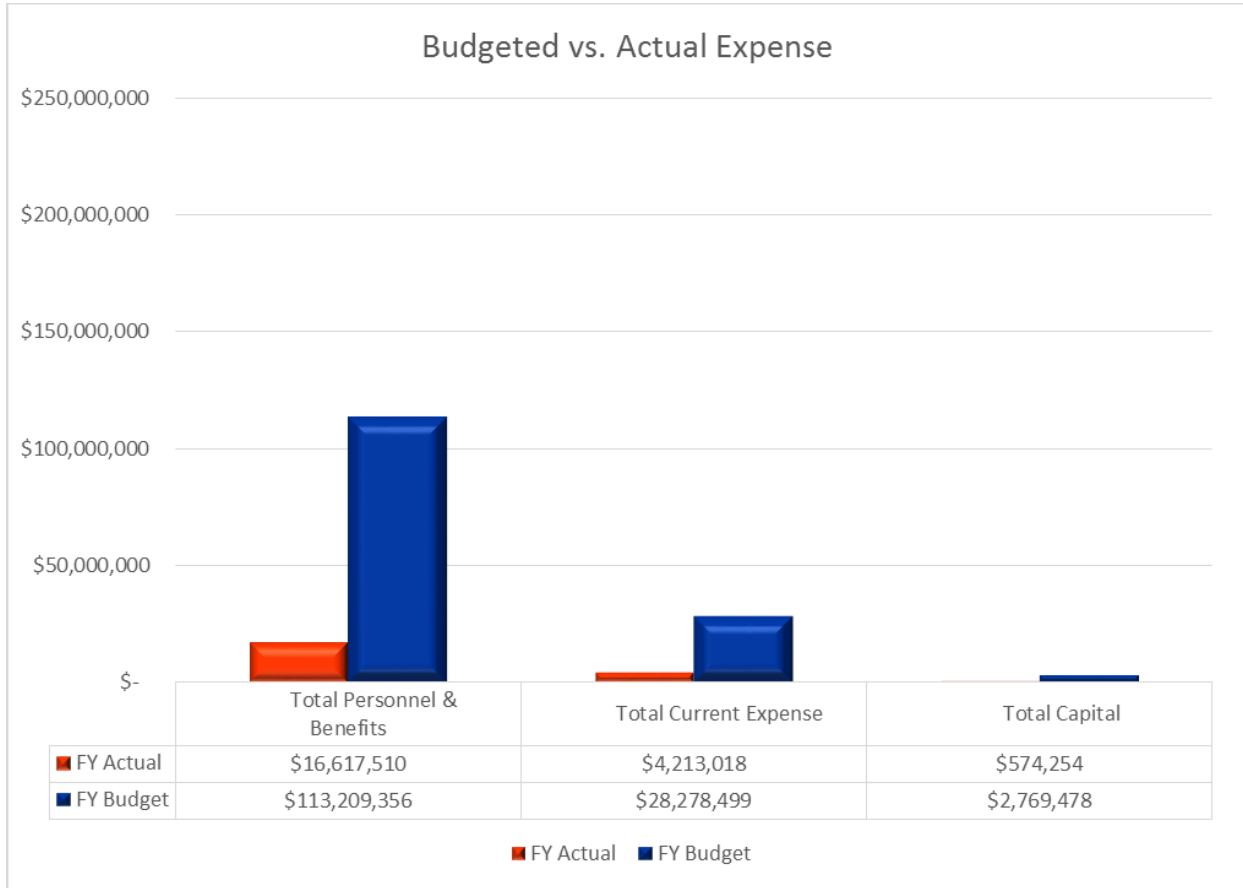
Budgeted vs. Actual Expense

	Total Personnel & Benefits	Total Current Expense	Total Capital
FY Actual	$16,617,510	$4,213,018	$574,254
FY Budget	$113,209,356	$28,278,499	$2,769,478

■ FY Actual   ■ FY Budget

September 19, 2017

M E M O R A N D U M

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
Castillo, Fabiola	Budget Specialist	Budgeting & Compliance DO	8/28/2017 - 6/30/2018
Bogues, Karen A	Grant Project Manager	College of Computer & InfoTech EPI	8/22/2017 - 6/30/2018
Mortellaro, Denise A	Career Outreach Specialist	College of Computer & InfoTech EPI	8/08/2017 - 6/30/2018
Thompson, Anna F	EMS Prog Support Coordinator	Emergency Medical Services HEC	8/28/2017 - 6/30/2018
Harris, Jessica H	Nursing Resource Facilitator	Nursing HEC	8/28/2017 - 6/30/2018
Fischer, Kristina M	Interim Mgr, Collab Labs	Workforce/Professnl Developmnt EPI	8/14/2017 - 6/30/2018

TRANSFER/PROMOTION Budgeted Administrative & Professional

Name	Title	Department/Location	Effective Date
Rinard, Patrick W	Interim SVP, Student Services	President Office EPI	8/14/2017 - 6/30/2018
Hand, Christina L	Career & Academic Advisor	Provost Office AC	8/21/2017 - 6/30/2018
Wilburn, David	Career Outreach Specialist	Provost Office AC	8/21/2017 - 6/30/2018

HIRE Faculty

Name	Title	Department/Location	Effective Date
Olah, Alanna	Instructor-in-Charge	Business Administration SE	8/1/2017 - 07/31/2018
Williams, Robert W	Faculty	Humanities & Fine Arts SPG	8/10/2017 - 7/20/2018

HIRE Budgeted Career Service

Name	Title	Department/Location	Effective Date
Kindavong, Bobby C	Custodian	Custodial Services AC	7/31/2017
McSwain, Ricky	Custodian	Custodial Services CL	8/7/2017
Stavro, Ilirian	Facilities Specialist	Maintenance Services SPG	8/28/2017
Sauer, Kristin N	Marketing Support Specialist	Marketing&StrategicCommunicatn DO	8/21/2017

TRANSFER/PROMOTION Budgeted Career Service

Name	Title	Department/Location	Effective Date
Vendetti, Katherine	Administrative Svcs Specialist	Communications CL	8/30/2017

HIRE Supplemental

Name	Title	Department/Location	Effective Date
Franciszkiewicz, Thadine S	Faculty - supplemental	Communications SPG	8/14/2017
Pelletier, Scott R	Professional Trainer	Emergency Medical Services HC	8/10/2017
Sibbio, Ralph A	Professional Trainer	Emergency Medical Services HC	8/10/2017
Kuropas, Cindy L	Faculty - supplemental	Humanities & Fine Arts TS	8/14/2017

HIRE Temporary			
Name	**Title**	**Department/Location**	**Effective Date**
Newton-John, Kaitlin C	Adjunct Faculty	Baccalaureate Programs CL	8/14/2017
Alderman, Joyce W	Adjunct Faculty	Business Administration SE	8/14/2017
Loring, Angela K	Adjunct Faculty	College of Education TS	8/14/2017
Rivero Cabrera, Arelis	Adjunct Faculty	Communications CL	8/14/2017
Rose, Lisa M	Adjunct Faculty	Communications CL	8/14/2017
Snell, Katy L	Adjunct Faculty	Communications CL	8/14/2017
Cintron, Eric O	Adjunct Faculty	Communications SE	8/14/2017
Avila Vila, Mikayla	Adjunct Faculty	Communications SPG	8/14/2017
Davis, Gelonya T	Adjunct Faculty	Communications SPG	8/14/2017
Forester, Kirsten S	Adjunct Faculty	Communications SPG	8/14/2017
Shah, Musarrat A	Adjunct Faculty	Dental Hygiene HC	8/14/2017
Carter, Tara A	Adjunct Faculty	Early College/Dual Enrollment SE	8/14/2017
Davis, Debra D	Adjunct Faculty	Early College/Dual Enrollment SE	8/14/2017
Paez, Gonzalo A	Adjunct Faculty	Foreign Language SE	8/14/2017
Buffalo III, Harvey A	Adjunct Faculty	Humanities & Fine Arts SE	8/14/2017
Fox, Cynthia A	Adjunct Faculty	Humanities & Fine Arts SE	8/1/2017
Moore, Jimmy E	Adjunct Faculty	Humanities & Fine Arts SPG	8/14/2017
Wegmann, Nina	Adjunct Faculty	Humanities & Fine Arts SPG	8/14/2017
Evans, Melissa C	Adjunct Faculty	Natural Science CL	8/14/2017
Lee, Isaac K	Adjunct Faculty	Natural Science CL	8/14/2017
Olney, Matthew P	Adjunct Faculty	Natural Science SPG	8/14/2017
Janus, Katherine C	Adjunct Faculty	Natural Science TS	8/14/2017
Vorbroker, Diane K	Adjunct Faculty	Natural Science TS	8/14/2017
Johnson, Cheryl	Adjunct Faculty	SE Public Safety Institute AC	8/14/2017
Thielen, Marissa X	Adjunct Faculty	SE Public Safety Institute AC	8/14/2017
Rodriguez, Jennifer L	Adjunct Faculty	Social & Behavioral Science CL	8/14/2017
Stomski, Sonya	Adjunct Faculty	Social & Behavioral Science CL	8/14/2017
De Leon Perez, Manuel	Adjunct Faculty	Social & Behavioral Science SE	8/14/2017
Lemon, Carissa	Adjunct Faculty	Social & Behavioral Science SE	8/14/2017
Turnbull, Brian	Adjunct Faculty	Social & Behavioral Science SP	8/14/2017
Raver, Marie C	Adjunct Faculty	Veterinary Technology VT	8/14/2017
Bouis, Kevin E	Adjunct Faculty, Bach	Baccalaureate Programs CL	8/14/2017
Azar III III, Abraham	Adjunct Faculty, Bach	Engineering Technology CL	8/14/2017
O'Conner, Mary E	Adjunct Faculty, Bach	SE Public Safety Institute AC	8/14/2017
Park, Susan N	Adjunct Faculty, HTF Nursing	Dental Hygiene HC	8/14/2017
Sahno, Tara L	Adjunct Faculty, HTF Nursing	Nursing HEC	8/28/2017
Hinzman, Dustin	Adjunct, Dual Enrollment	Early College/Dual Enrollment Offsite	8/14/2017
Prince, Kerrale J	Adjunct, Dual Enrollment	Early College/Dual Enrollment Offsite	8/14/2017
Scott, Beatrice S	Adjunct, Dual Enrollment	Early College/Dual Enrollment Offsite	8/14/2017
Vaughan, Eric	Adjunct, Dual Enrollment	Early College/Dual Enrollment Offsite	8/14/2017
Wilson-Gabor, Justin	Adjunct, Dual Enrollment	Early College/Dual Enrollment Offsite	8/14/2017
Silsby Mannerud, Celeste N	Instructor, Temporary Sub	Humanities & Fine Arts CL	8/17/2017
Norris, Pamela M	OPS Career Level 5	Academic & Student Affairs DT	8/14/2017
Patrick, Marie A	OPS Career Level 1	Learning Resources CL	8/21/2017
Gillespie, Tyler M	OPS Career Level 5	Learning Resources CL	8/21/2017
Diometre, Margeme O	OPS Career Level 1	Learning Resources HEC	8/30/2017
Higgins, Shantel R	OPS Career Level 3	Learning Resources TS	8/14/2017
Rivera, Nina G	OPS Career Level 2	Leepa/Rattner Museum TS	9/5/2017
Charleston, Kenneth E	OPS Career Level 5	New Initiative Program HEC	8/28/2017
Martinez-Ortiz, Josef E	OPS Career Level 5	Provost Office CL	8/21/2017
Dunbar, Brittney R	OPS Career Level 3	Student Activities SPG	8/28/2017
Hill, Carol A	OPS Career Level 4	Student Support Services SPG	7/31/2017
Hall, Robert L	OPS Career Level 5	Student Support Services SPG	9/11/2017
Donovan, Kimberly	OPS Professional	Veterinary Technology VT	7/29/2017
Wilson, Christopher R	Professional Trainer	Criminal Justice AC	8/1/2017
Competelli, Patrick M	Professional Trainer	Emergency Medical Services HEC	8/1/2017

Name	Title	Department/Location	Effective Date
Johnston, Kimberly N	Professional Trainer	Emergency Medical Services HEC	8/1/2017
Eggers, Mark T	Professional Trainer	Fire Sciences AC	8/7/2017
Louis, Francine L	Professional Trainer	Workforce/Professnl Developmnt EPI	8/21/2017

TRAVEL OUTSIDE THE CONTINENTAL UNITED STATES

Name	Title	Department/Location	Effective Date
Eldrige, Deborah	Instructor	Paralegal Studies	09/22/2017 - 10/01/2017

Destination: Lisbon, Portugal

The purpose of this trip is to increase our foreign partnerships and to establish a study abroad program to Portugal. The benefit to the college is to expand the study abroad offerings for students. The goal is to create an interdisciplinary course to satisfy requirements from multiple programs including Public Policy, Business Law and Criminal Justice.

Estimated cost to the College not to exceed $1500.00.

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Krueger, Amy	Instructor	Dental Hygiene	10/07/2017 - 10/16/2017

Destination: Montego Bay, Jamaica

The purpose of this trip is to lead SPC students on a study abroad program to Jamaica. A total of nine (9) students are enrolled in the program and will receive credit in DEH 2702C - Community Dental Health Practicum. The College will benefit by providing an educational opportunity to students to encourage global awareness and international perspectives.

Estimated cost to the College is $1903.51.

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McAllister, Melissa	Instructor	College of Education	10/27/2017 - 11/13/2017

Destination: Negril, Jamaica

The purpose of this trip is to lead SPC students on a study abroad program to Jamaica. A total of nine (9) students are enrolled in the program and will receive credit in EDE 4942 - Integrated Language Arts, Children's Literature and Social Science Practicum. The College will benefit by providing an educational opportunity to students to encourage global awareness and international perspectives.

Estimated cost to the College is $2052.05.

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

ND083117

September 19, 2017

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, President

SUBJECT: Employee Health Insurance Plan- Update and Recommendations

Approval is sought to modify the 2018 Health Insurance Plan based on increased claim spend.

In 2016, the college projected shortfalls in its health insurance fund. Specifically, the college anticipated a $1 million shortfall in 2016 and a $1.5 million shortfall in 2017. These anticipated shortfalls were the result of increased healthcare expenses and inadequate funding through college and employee contributions.

In 2016, the college recommended using money from its health insurance fund balance to offset the shortfall amounts. The college recommended using $1 million in 2016 and $500,000 in 2017.

The college's health insurance fund balance is currently $5.5 million. The college is required to keep at least 17% of its overall plan cost as a safeguard against unexpected claim expense.

Despite the college's projections, the shortfall in 2017 exceeded the anticipated amount. In addition, the college is anticipating another shortfall of $1 million for 2018.

Due to these increases in health insurance expense and resulting shortfalls, the college finds itself in a position to modify its health insurance plan in 2018. The following changes totaling approximately $1.08 million are being proposed:

- Increasing deductibles to $350 (Employee Only) and $700 (Employee + Child(ren), Spouse, Family), (excludes High Deducible Plan);
- Increasing Out of Pocket Maximums to $2,000 and $4,000 (excludes HDP);
- Implementing 90% coverage with 10% co-insurance after deductible (excludes HDP);
- Increasing Employee Only contributions by $10 per month and $20 per month for other contribution tiers (excludes HDP);
- Adding salary contribution tier for $95,000+;
- Increasing retiree contributions by $100 per month to offset high retiree claim spend;
- Increasing prescription co-pays from 10/$30/$50 to $10/$35/$60;
- Implementing Value Plus Formulary for alternative drugs;
- Implementing Maintenance Choice Rx, requiring 90-day refills on maintenance drugs.

The college is developing a three-year benefit strategy for the Board's consideration at a subsequent meeting.

Brian Miles, Vice President, Administrative/Business Services & Information Technology, the College Insurance Committee, and Desiree Woroner, Director of Human Resources Development, recommend approval.

Employee Health Insurance

2018 Insurance Plan Recommendations

Presented to

SPC Board of Trustees

September 19, 2017

Recap of Trends

	2015	2016	2017 (projected)	2018 (projected)
Average Enrollment	1,420	1,445	1,425	1,425
Average Membership	2,611	2,671	2,673	2,673
Total Claims	$15,426,275	$16,135,888	$17,842,000	$18,349,000
Total Per Member/Year	$5,908	$6,041	$6,675	$6,865
% Change vs. Prior Year	3%	2%	10%	3%

Sources: Aetna Integrated Informatics; Brown & Brown Insurance

Steps Taken for Plan Modifications

- ✓ Evaluate Employee Health and Wellness Program
- ✓ Evaluate management of pharmacy benefits
- ✓ Ensure financial threshold is secure for Self-Funded Safe Harbor
  - o Requirement is 17% of Health Insurance Plan expenses
  - o Fund balance is $5.5M
- ✓ Review plan options with stakeholders and Insurance Committee
- ✓ Make recommendations at September BOT
- ✓ Develop Three-year Benefits Strategy (draft in review)
- ✓ Review College's Plan with other college plans
- ✓ Evaluate "Seed" funding options for Health Savings Accounts
- ✓ Evaluate full-suite of carrier offerings for CY2019
  - o Include consideration for Co-Op (Consortium) & Stop Loss Level
  - o Consider more voluntary options, e.g., Long-term Care, Legal, Pet Ins.

Voluntary Employee Benefits

Carrier	Program	Eligibility
Advantica EyeCare	Vision Insurance	Benefit Eligible Employees
Aetna Benefits	Dental Insurance	Benefit Eligible Employees, Dependents, Retirees
Allstate Benefits	Accident Insurance	Benefit Eligible Employees
Allstate Benefits	Cancer and Dread Disease	Benefit Eligible Employees
Allstate Benefits	Hospital Indemnity Plan	Benefit Eligible Employees
Hartford	Life Insurance	Benefit Eligible Employees
Liberty Mutual	Auto Insurance	Benefit Eligible Employees
Lincoln Financial Group	Short and Long Term Disability Insurance	Benefit Eligible Employees
SPC Medical Expense Reimbursement Plan	Cancer / Dread Disease Reimbursement: Covers up to $1500 co-pays, 100% Rx; Life-time max per individual: Total $25,000	Benefit Eligible Employees, Dependents, Retirees
SPC Medical Expense Reimbursement Plan	Vision Reimbursement up to $175 every 24 months (exclusions may apply)	Benefit Eligible Employees, Dependents, Retirees

CY18 Recommended Plan Changes 1.083M

- **Change Deductibles, Co-Insurance & Out of Pocket Maximum** $447,000
  - Deductible: $350 Employee only/ (1 Tier) $700 Employee+ (Child(ren), Spouse, Family)
  - 90% Coverage / 10 % Co-Ins
  - $2000 Employee / $4000 Family
  - Excludes High Deductible Plan

- **Add $95,000 (+) Salary Contribution Tier** $39,000
  - Currently the top salary tier is $85k +

- **Increase Contribution Amounts To Current Contribution Tiers** $191,000
  - $10 Employee Only per month / $20 per month to other contribution tiers
  - Excludes High Deductible Plan

- **Increase Retiree Contributions** $90,000
  - $100 per month

- **Increase Prescription Co-pays to $10/$35/$60** $53,000

- **Change to Value Plus Formulary** $181,000
  - Requires usage of alternative drugs

- **Implement Maintenance Choice Rx** $82,000
  - 90-day refills mandatory on maintenance drugs

Proposed Plan Modifications 2018

Plan	Current 2017	Proposed New 2018	Proposed Employee Total Impact for Plan Modifications
Choice Plus II & OA Select	Deductible $250/$275/$350/$500	Deductible $350 Employee / (1) Tier $700 Employee +	Deductible: $100 EE / $425 +Ch / $350 +Sp / $200 +F
	Max. Out-of-Pocket:$1,500 Employee Only	Max. Out-of-Pocket: $2,000 Employee Only	Max. Out-of-Pocket: $500 Employee Only
	$3,000 Employee+ (Child(ren), Spouse, Family)	$4,000 Employee+ (Child(ren), Spouse, Family)	$1,000 Employee+ (Child(ren), Spouse, Family)
	Monthly Premiums: $156.40-$806.52	Monthly Premiums: $176.40-$846.52	Monthly Premiums: See below
	Office Visit Copays: $30	Office Visit Copays: $40	Office Visit Copays: $10
	Specialist Visit Copays: $45	Specialist Visit Copays: $50	Specialist Visit Copays: $5
	Urgent Care: $30	Urgent Care: $50	Urgent Care: $20
	Inpatient Hospital: $250 copay after deductible	Inpatient Hospital: 90% after deductible	Inpatient Hospital: Deductible plus 10% until max OOP
	Outpatient Hospital: $100 copay after deductible	Outpatient Hospital: 90% after deductible	Outpatient Hospital: Deductible plus 10% until max OOP
	Advanced Imaging: No Charge	Advanced Imaging: 90% after deductible	Advanced Imaging: Deductible plus 10% until max OOP
	Emergency Room: $150 copay after deductible	Emergency Room: $350 copay after deductible	Emergency Room: Deductible plus $200 until max OOP
	Prescription Tier: Ded +$10 / Ded +30 / Ded +50	Prescription Tier: Ded +$10 / Ded +35 / Ded +60	Prescription Tier: Deductible plus $0 / $5 / $10
OA Select	Monthly Premiums: $10-$550.44	Monthly Premiums: $20-$590.44	Increase of $10 per month for Employee Only / Increase of $20 per month for Employee+
Choice POS II	Monthly Premiums: $156.40-$806.52	Monthly Premiums: $176.40-$846.52	Increase of $20 to all groups
Open Access with HSA	Monthly Premiums: $10-$272.26	Monthly Premiums: $10-312.26	Additional salary group of $95,000 +
Choice Plus II, Open Access, & Open Access with HSA	Salary bands range between <$25k-$85K+	Salary bands range between <$25k-$95k+	Additional salary group of $95,000+

Communication Plan
"Path to Health & Wellness Campaign"
On-Site & Weekly Via Emails, Campus Postings, Blue & White

- **Week of 9/18** – Overview of HSA plan: General information; Nurse Hotline and Biometric Screenings

- **Week of 9/25** – Overview of Dental and Vision plans: No changes for 2018; How to find providers on Aetna Site; Disease Management & Wellness World Heart Day

- **Week of 10/2** – Overview of Medical plan: 2018 Plan Changes; Compare costs using Aetna Site; Support from EAP & Emotional Wellness ; Recruit Wellness Committee

- **Weeks of 10/9 & 10/16** – <u>On-Site Campus Visits</u>: Summary of all plans and changes; Steps to complete Open Enrollment

- **Week of 10/9** – Overview of Medical plan: 2018 Plan Changes; Reminders for monthly premium changes; Wellness Breast Cancer Awareness

- **Week of 10/16** – Overview of additional College Benefits (Life, Disability, etc.)

- **Week of 10/23** – Summary of all plans and changes; Steps to complete Open Enrollment

- **Week of 10/30** – Summary of all plans and changes; Steps to complete Open Enrollment

- **Day of 10/31** - SPC Discovery Day: Creating a Community of Care; <u>Presentations</u> for Your Path to Health & Wellness 2018 Open Enrollment Summary

  Week of 11/6 – Steps to complete Open Enrollment; HSA & FSA Re-enroll Requirements; Diabetes Resources; Nutrition; Announce Wellness Committee Members

- **Week of 11/20** – Next steps after OE; "Evidence of Insurability", When new rates will be in place, What to do if mistake is made, How to check enrollment

- **Week of 12/4** – Nurse Hotline; Aetna Portal; Payflex for HSA; Wellness focus on breathing issues / National Influenza week

- **Weeks of 12/11 & 12/18** – Republish 11/20 flyer on Next steps & How to check enrollment; Release 2018 quarterly Wellness Event Calendar

Employee Health Insurance

QUESTIONS

ST. PETERSBURG GIBBS STUDENT SUCCESS CENTER UPDATE

Board of Trustees Meeting

September 19, 2017

- Groundbreaking Ceremony following September BOT meeting (9-17-17)

- BOT Vote on steel package at October BOT meeting

- LEMA Construction begins foundation and steel work in Jan/Feb 2018

ID	Task Name	Duration	Start				2017				
				Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	
1	$10M appropriation approved by Governor	1 day	Fri 7/1/16								
2	Selection of Design-Build Firm	1 day	Tue 8/16/16								
3	Asbestos removal in Administration building	87 days	Thu 9/1/16								
4	Utility relocations	43 days	Mon 10/3/16								
5	Contract approval for Design-Build Firm	1 day	Tue 10/11/16								
6	Prepare new spaces for staff	109 days	Fri 7/1/16								
7	Demolition of buildings	87 days	Thu 12/1/16								
8	Stakeholder input with architects	85 days	Mon 1/2/17								
9	Architect prepares schematic design documents	75 days	Thu 4/20/17								
10	$6.5M appropriation approved by Governor	1 day	Sat 7/1/17								
11	Architect completes Phase I construction documents	31 days	Mon 7/24/17								
12	Schematic design -Phase I approved by board	1 day	Tue 8/15/17								
13	Bids due for Phase I construction	1 day	Tue 9/19/17								
14	Architect prepares 100% construction documents	23 days	Thu 11/2/17								
15	Site mobilization and Phase I construction	100 days	Fri 8/18/17								
16	Approval of Phase II documents and GMP	1 day	Tue 12/19/17								
17	Phase II construction	312 days	Tue 12/19/17								
18	Approval of Phase III GMP	1 day	Fri 5/18/18								
19	Phase III construction	310 days	Fri 5/18/18								

Project: Student Success Center P
Date: Wed 9/13/17

Task		Project Summary	Manual Task	Start-only	Deadline
Split		Inactive Task	Duration-only	Finish-only	Progress
Milestone		Inactive Milestone	Manual Summary Rollup	External Tasks	Manual Progress
Summary		Inactive Summary	Manual Summary	External Milestone	

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SPC

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September 19, 2017

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, President

SUBJECT: Credit Curriculum

The following is a summary of credit curriculum changes for which approval is sought for Spring 2018 (Term 0540)*. Please see attachment for additional information.

New/Deleted/Modified Programs (26 total):

Career and Academic Community	New	Deleted	Modified	Total
Arts, Humanities, and Design		2	1	3
Business	3	2	1	6
Communications	1	1		2
Education				0
Engineering, Manufacturing, and Building Arts		3	1	4
Health Sciences and Veterinary Technology	1		1	2
Public Safety, Public Policy, Legal Studies	2			2
Science and Mathematics			1	1
Social/Behavioral Sciences and Human Services	3		1	4
Technology	2			2

New/Deleted/Modified Courses (82 total):

Career and Academic Community	New	Deleted	Modified	Revitalized	Total
Arts, Humanities, and Design	2		3		5
Business			3	1	4
Communications			3		3
Education	5		4		9
Engineering, Manufacturing, and Building Arts			5		5
Health Sciences and Veterinary Technology			34		34
Public Safety, Public Policy, Legal Studies			7		7
Science and Mathematics			6		6
Social/Behavioral Sciences and Human Services			2		2
Technology			7		7

Five (5) Year Course Deletion: 103

Program & Course Updates Effective Spring 2018 (Term 0540)*
Note: Closed programs follow a three-year teach-out period and deleted courses follow a five-year teach-out period, unless otherwise indicated.

A. Arts, Humanities, and Design
1. Program Updates: **Music Industry/Recording Arts** (MIRAS-AS): Added an internship course to both the Composition and Performance subplans as a result of a college initiative.
2. Program Closures:
   a. **Photographic Technology** (PGY-AS): this program is being discontinued due to historically low enrollment.
   b. **Digital Photography** (PGY-CT): this program is being discontinued due to historically low enrollment.
3. New Course: The following courses were created as a result of program review and college initiative:
   a. *Music Composition Internship* (MUC 2940)
   b. *Music Internship Ensemble* (MUN 2940)
4. Course Updates: The following courses were modified as a result of course review:
   a. *Composition in Modern Media 2* (MUC 2622): Updated course credit hours and prerequisites.
   b. *Internship: Sound Engineering II* (MUM 2945): Updated course credit hours.
   c. *Introduction to Humanities (HUM 1020)*:Added study abroad topic to France and Greece.

B. Business
1. New Programs: The following programs were created as a result of the college's transfer plan initiative:
   a. **USF St. Petersburg Accounting Transfer Plan** (FSPACC-TR)*
   b. **USF St. Petersburg Management Transfer Plan** (FSPMGT-TR)*
   c. **USF St. Petersburg Business Economics Transfer Plan** (FSPBECO-TR)*
2. Program Updates: The following program was modified as a result of program review:
   a. **Business Administration** (BUS-BS): Added an International Business subplan, and removed Banking subplan due to diminishing enrollment.
3. Program Closure:
   a. **International Business** (INTBUS-BAS): This program is being discontinued due to historically low enrollment.
   b. **Industrial Management Technology** (INMG-AS): This program is being discontinued due to historically low enrollment.
4. Course Updates: The following courses were modified as a result of course review, revitalization, or college initiative:
   a. *Principles of Management* (MAN 2021): Major Learning Outcomes were updated to improve the quality of course.
   b. *Managerial Risk Analysis and Decision Making* (MAN 3503): Major Learning Outcomes were updated to improve the quality of course.
   c. *Policy and Strategy* (MAN 4725): Updated course description and prerequisites.
   d. *Energy & Environmental Techniques* (MAN 4727): Major Learning Outcomes were updated to improve the quality of course.

C. Communications
1. Program Update: Added USF St. Petersburg Mass Communications, Journalism and Media Studies subplan within the **Mass Communications Transfer Plan** (COMM-TR)*.

2. Program Closure: **Sign language Interpretation** (INTRP-AS): This program is being discontinued due to low enrollmen and changes in industry/workforce requirements.
3. Course Updates: The following courses were modified as a result of college initiative:
    a. *World Literature I* (LIT 2110): Added study abroad topic to New Zealand.
    b. *World Literature II* (LIT 2120): Added study abroad topic to New Zealand.
    c. *Technical Writing* (ENC 2210): Added study abroad topic to Greece.

D. Education
1. New Courses: The following courses were created as a result of program review and State committee recomendations:
    a. *Learning Theory and Student Development* (EDF 3151) in ELEDR-BS
    b. *Nature of the Learner* (EDF 4151) in EDST-BS
    c. *Cultural & Social Foundations of Education* (EDF 4635) in EDST-BS
    d. *Administration & Leadership Communication Techniques* (EDF 4730) in EDST-BS
    e. *Program Planning for Infants & Toddlers* (EEC 3266) in EDST-BS
2. Course Updates: The following courses were modified as a result of course review and new State requirements:
    a. *Introduction to Education* (EDF 1005): Modified course description and Major Learning Outcomes.
    b. *Student Development and Learning Principles K-12* (EDF 3214): Updated course description.
    c. *Measurement, Evaluation and Assessment in Education K-12* (EDF 4430): Updated course credit hours.
    d. *Classroom Management and Communication K-12* (EDG 3410): Updated course credit and modified Major Learning Outcomes.

E. Engineering, Manufacturing, and Building Arts
1. Program Updates: The following programs were modified as a result of program review and college initiatives:
    a. **Engineering and Building Arts Department** (ENG-AS): Removed Medical Quality Systems (BIOM) subplan due to the accreditation of the BMET-AS program.
2. Program Deletion: The following programs are being discontinued due to historically low enrollment.
    a. **Drafting and Design Technology** (DRAFT-AS)
    b. **Drafting** (DRAFT-CT)
    c. **Medical Quality Systems (MEDQS-CT)**
3. Course Updates: The following courses were modified as a result of course review:
    a. *Special Topics in Biomedical Engineering* (BME 2930): Changed course to be repeatable.
    b. *Medical Software and Troubleshooting* (CET 1175C): Updated course title and credit hours.
    c. *Advanced AutoCAD Applications* (ETD 2930C): Updated course title, descriptions, and Major Learning Outcomes.
    d. *Introduction to Quality Assurance* (ETI 1110): Updated Major Learning Outcomes.
    e. *Electro-Mechanical Systems* (ETS 2424C): Updated course prerequisites.

F. Health Sciences and Veterinary Technology
1. New Program: **USF Tampa Public Health BS Transfer Plan** (FTPHBS-TR)*
2. Program Updates: **Health Sciences** (HSA-AS): Changed the Computer & Information Literacy requirement in order to better serve students who transfer to other SPC health programs.
3. Course Updates: The following courses were modified as a result of course review or accreditation standards:

a. *Principles of Animal Nutrition* (ANS 3440): Added Study Abroad topic to Ireland/Scotland.
b. *Legal & Ethical Issues in Veterinary Technology* (ATE 3515): Major Learning Outcomes were updated to improve the quality of course.
c. *Dental Hygiene Educational Concepts* (DEH 3730): Major Learning Outcomes were updated to improve the quality of course.
d. *Functional Anatomy and Kinesiology* (PHT 1121): Major Learning Outcomes were updated to align with accreditation standards.
e. *Functional Anatomy and Kinesiology Laboratory* (PHT 1121L): Major Learning Outcomes were updated to align with accreditation standards.
f. *Introduction to Basic Patient Care* (PHT 1200): Major Learning Outcomes were updated to align with accreditation standards.
g. *Basic Patient Care Laboratory* (PHT 1200L): Major Learning Outcomes were updated to align with accreditation standards.
h. *Physical Therapy Principles and Procedures* (PHT 1217): Major Learning Outcomes were updated to align with accreditation standards.
i. *Physical Therapy Principles and Procedures Laboratory* (PHT 1217L): Major Learning Outcomes were updated to align with accreditation standards.
j. *Physical Therapy Clinical Practice I* (PHT 1801L): Major Learning Outcomes were updated to align with accreditation standards.
k. *Neurological disabilities and Treatment* (PHT 2162): Major Learning Outcomes were updated to align with accreditation standards.
l. *Therapeutic Exercise in Physical Therapy* (PHT 2220): Major Learning Outcomes were updated to align with accreditation standards.
m. *Therapeutic Exercise in Physical Therapy Lab* (PHT 2220L): Major Learning Outcomes were updated to align with accreditation standards.
n. *Orthopedic Disabilities and Treatment* (PHT 2252): Major Learning Outcomes were updated to align with accreditation standards.
o. *Orthopedic Disabilities and Treatment Laboratory* (PHT 2252L): Major Learning Outcomes were updated to align with accreditation standards.
p. *Physical Therapy Clinical Practice II* (PHT 2810L): Major Learning Outcomes were updated to align with accreditation standards.
q. *Physical Therapy Clinical Practice III* (PHT 2820L): Major Learning Outcomes were updated to align with accreditation standards.
r. *Trends in Physical Therapy* (PHT 2931): Major Learning Outcomes were updated to align with accreditation standards.
s. *Respiratory Pharmacology* (RET 1007): Updated Major Learning Outcomes.
t. *Fundamentals of Respiratory Care* (RET 1024): Updated Major Learning Outcomes.
u. *Principles of Mechanical Ventilation* (RET 1264): Updated Major Learning Outcomes.
v. *Cardiopulmonary Physiology* (RET 1485): Updated Major Learning Outcomes.
w. *Clinical Practice I* (RET 1874L): Updated Major Learning Outcomes.
x. *Clinical Practice II* (RET 1875L): Updated Major Learning Outcomes.
y. *Life Support* (RET 2244): Updated Major Learning Outcomes.
z. *Advanced Modalities and Monitoring* (RET 2284): Updated Major Learning Outcomes.
aa. *Diagnostic Procedures and Pulmonary Rehabilitation* (RET 2414): Updated Major Learning Outcomes.
bb. *Cardiopulmonary Assessment* (RET 2450): Updated Major Learning Outcomes.
cc. *Pulmonary Disease* (RET 2484): Updated Major Learning Outcomes.
dd. *Neonatal-Pediatric Respiratory Care* (RET 2714): Updated Major Learning Outcomes.
ee. *Clinical Practice III* (RET 2876L): Updated Major Learning Outcomes.
ff. *Clinical Practice IV* (RET 2877L): Updated Major Learning Outcomes.
gg. *Clinical Practice V* (RET 2878L): Updated Major Learning Outcomes.

        hh. *Clinical Practice VI* (RET 2879L): Updated Major Learning Outcomes.

G. Public Safety, Public Policy, and Legal Studies
1. <u>New Program:</u>
    a. **Public Safety Telecommunication** (PST-PSAV): this program will prepare students for employment as a dispatcher for police, fire and ambulance services. Non-financial aid eligible.
    b. **USF St. Petersburg Criminology Transfer Plan** (FSPCRIM-TR)*
2. <u>Course Updates</u>: The following courses were modified as a result of Online Revitalization or new State requirements:
    a. *Business Law I* (BUL 2241): Major Learning Outcomes were updated to improve the quality of course.
    b. *Introduction to Criminal Justice* (CCJ 1020): Major Learning Outcomes were updated to improve the quality of course.
    c. *Civil Litigation I* (PLA 2203): Major Learning Outcomes were updated to align with new State Frameworks.
    d. *Civil Litigation II* (PLA 2223): Major Learning Outcomes were updated to align with new State Frameworks.
    e. *State and Local Government and Public Policy* (PUP 3040): Major Learning Outcomes were updated to improve the quality of course.
    f. *Studies in Applied Ethics/Honors(PHI 1600/H)*:Added study abroad topic to France.

H. Science and Mathematics
1. <u>Program Updates:</u> **Environmental Science Technology** (ENVSC-AS): Added the Environmental Resources subplan, and removed the Environmental Resources/Energy Management and Sustainability subplans in order to further strengthen students' position in the marketplace and increase graduates from the program's subplans.
2. <u>Course Updates:</u> The following courses were modified as a result of college initiative, course revitalization, or new State requirements:
    e. *Biological Issues* (BSC 1930): Added study abroad topic to Israel.
    f. *Tropical Ecology* (BSC 2362): Added study abroad topic to Honduras.
    g. *Organic Chemistry Laboratory I* (CHM 2210L): Major Learning Outcomes were updated to improve the quality of course.
    h. *Organic Chemistry Laboratory II* (CHM 2211L): Major Learning Outcomes were updated to improve the quality of course.
    i. *Earth Science* (ESC 1000C): Updated course prerequisites.
    j. *Biology of Marine Life* (OCB 1000C): Updated Major Learning Outcomes.

I. Social/Behavioral Sciences and Human Services
1. <u>New Programs:</u> The following programs were created as a result of the college's Transfer Plan initiative:
    a. **USF St. Petersburg History Transfer Plan** (FSPHIS-TR)*
    b. **USF St. Petersburg Interdisciplinary Social Science Transfer Plan** (FSPIDS-TR)*
    c. **USF St. Petersburg Affiliated Economics Transfer Plan** (FSPAECO-TR)*
2. <u>Program Updates</u>: **Addiction Studies Certificate** (ADS-CT): Modified to add an internship component to further strengthen students' position in the marketplace.
3. <u>Course Updates:</u> The following courses were modified as a result of college initiative:
    a. *Abnormal Psychology* (CLP 2140): Added study abroad topic to Honduras.
    b. *Cultural Anthropology* (ANT 2410): Added study abroad topic to New Zealand.

J. Technology
1. <u>New Programs:</u> The following programs were created as a result of the college's Transfer Plan initiative:
    a. **Computer Science Transfer Plan** (COMSC-TR)*
    b. **Internal Technology Management Transfer Plan** (TMGT-TR)*
2. <u>Course Updates:</u> The following courses were modified as a result of course review or Online Revitalization:
    a. *Computer Support Technician* (CET 1172C): Major Learning Outcomes were updated to improve the quality of course.
    b. *Advanced Web Site Development* (CGS 2823): Major Learning Outcomes were updated to improve the quality of course.
    c. *System Analysis and Design* (CIS 2321): Major Learning Outcomes were updated to improve the quality of course.
    d. *Java Programming I* (COP 2250): Major Learning Outcomes were updated to improve the quality of course.
    e. *Java Programming II* (COP 2251): Major Learning Outcomes were updated to improve the quality of course.
    f. *C# Programming I* (COP 2360): Major Learning Outcomes were updated to improve the quality of course.
    g. *JavaScript* (COP 2801): Major Learning Outcomes were updated to improve the quality of course.

Five (5) Year Course Deletion

Pursuant to Florida Statute 1007.24, the State Board of Education requires institutions to purge courses listed in the Statewide Course Numbering System (SCNS) that have not been taught by the institution within the past five years. Moreover, SPC Board Rule 6A-10.0331 requires "*the president of each community college shall annually certify to the board of trustees for that university or college that the institution has complied with Section 1007.24, Florida Statutes.*"

The following courses (103) will remain Active for Transfer Purposes and unscheduable in the Course Catalogue:

Course Title	Subject	Catalog
20th Century Philosophy Trends	PHH	1603
Advmt Strategies for NFP	MAN	4862
Apparatus Pump Oper Driver/Eng	FFP	1302
Applied Calculus II	MAC	2234
Applied History of Graphic Dsg	GRA	1330
Applied Music: Brass Elective	MVB	2999
ApplyingLove &Logic in Clsroom	EDE	3321
Arson Investigation	FFP	2604
Assertiveness Training	SLS	2221
Bldg Trust in Math Classroom	MAE	3166
Bsc Magnetic Resonance ImagngI	RTE	2575
CAD/CAM for O & P	PRO	4410
Chemical Calculations	CHM	1026
CLAS Review for Reading	REA	0549

CLAS Review Mathematics	MAT	0549
Cogntv Strges Instr Classroom	EDG	4343
Cogntv Strgs Instr Clsrm Pract	EDG	4943
Convention/Group Mgmt & Mkt	HFT	2750
Co-op Work Experience	BSC	2949
Co-op Work Experience	CET	2949
Co-op Work Experience	EDF	2949
Co-op Work Experience	FIN	2949
Co-op Work Experience	TAR	2949
Correctional Cross-Over to Law	CJK	0223
Correctional Operations	CJK	0102
Correctional Probation Cross-O	CJK	0222
Correctional Probation Cross-O	CJK	0221
Cross-Over Corrections to Law	CJK	0212
Dsg Win Srv Ac Infrstrc	CTS	1302
E-Commerce Site Designer II	CGS	2173
Elements of Conducting	MUG	2101
Emergency Preparedness	FFP	2820
Energy & Power Systems w/Lab	ETE	4434C
Environmental Communication	COM	3604
ESL Laboratory	EAP	1696L
Ethics Bowl Laboratory	PHI	2921L
Ethics Debate Team	PHI	2950
Ethics in Fables and Stories	PHI	2646
Fndmtls of Insurance Planning	RMI	1112
Forcstng Trnds in Gang Enfrcmt	PAD	3724
Geology of our Nation's Parks	GLY	2160
GIS in Gang Enforcement	CJE	4693
Graphic Design I	GRA	2111C
Graphic Design II	GRA	2114C
Graphic Design Portfolio	GRA	2952C
History of Popular Music	MUL	2380
Hnrs Adv Electrnc Rsrch Stratg	LIS	1002H
Honors Calculus w/AnalGeom	MAC	2311H
Honors Math Ideas/Explorations	MGF	1108H
Indpdnt Study in Clinical Nrsg	NUR	3906
Instr Meth for MS Bus Tech Edu	BTE	4412
Instr Meth Sec Bus Tech Edu	BTE	4413
Instr Meth Sec Bus Tech Edu Pr	BTE	4946
Instr Methods in MS Tech Educa	ETE	3323
Instr Mthds for MS Tech Edu Pr	ETE	3946
Instrumentation & Control Sys	EET	1214C
Integr Emer Mgmt Planng Sys II	FFP	2821
Integr Emer Mgmt Systems I	FFP	2822
Integrated Music, Art & Movmt	EDE	4223

Interm Lit 3-6:Writ/Thinking	LAE	4416
International Finance	FIN	4634
Intern'tl Perspctves in Educa	EDF	3862
Intro to Clinical Lab Sci Lab	MLT	1022L
Intro to Clinical Lab Science	MLT	1022
Intro to Web Page Creation	COP	1822
Introduction to Multimedia	CGS	2525
Intrvntion & Prosctn TechGang	CCJ	2511
Latent Investigations	FFP	2630
Lyric Writing II	MUC	2604
Manfctrng & Transptn w/Lab	ETE	3473C
Mgt of Fund Dvlpmt Proc NFP	MAN	3861
Money,Banking & Financial Mkts	FIN	4244
Multimedia Graphics	GRA	2131C
Networking Engineering Interns	CET	2940
Nursing Independent Study	NUR	2903
Online CE 9 Hours	HHP	0487
Paideia II	EDG	4322
Phil & Mgmt of the NFP	MAN	3860
Phlebotomy	MLT	1040
Phlebotomy Clinical Experience	MLT	1044L
Pre-Press Production	GRA	2203C
Principles of Graphic Design	GRA	1100C
Prof Practices/Internship	GRA	2951C
Professional Applied Ethics	PHI	2622
Professional Rescuer	HSC	2407
Professional Technques Hum Svc	HUS	1920
Public Policy In Emer Mgmt	FFP	2880
Quality Management (Six Sigma)	MAN	4520
Reading in the Middle School	RED	4324
Real Estate Appraisal & Valuat	REE	4103
Real Estate Business Fundamtls	REE	3043
Real Estate Law	REE	3433
Scripting for Browsers	COP	2840
Seminars in Business & Mgmt	MAN	3930
Spcl Meth of Tchg Bus Educ	BTE	4401
Special Topics in Mgmt Concept	MAN	4935
Studio Music Applications	MUC	1311
Tennis	PEL	2342
The Incarceration Connection	CJC	2212
Topics in Student Success	SLS	0003
Veterinary Technology Capston	ATE	4813
Web Site Essentials	CGS	1822
Windows Phone App Development	COP	2666

September 19, 2017

MEMORANDUM

TO: Board of Trustees St. Petersburg College

FROM: Tonjua Williams, President

SUBJECT: Workforce and Professional Development

Approval is sought for the recommended changes to Workforce and Professional Development for courses within the 2017-2018 catalog year.

Workforce and Professional Development: Added one new technology course to meet workforce needs.

- HDW0903 Cell Phone and Tablet Repair

Workforce and Professional Development: Changed eight technology courses to update the curriculum and streamline the class offerings.

- PPS0910 Microsoft Office PowerPoint: Basic Skills
- PPS0912 Microsoft Office PowerPoint: Intermediate Skills
- SSO0910 Microsoft Office Excel: Basic Skills
- SSO0912 Microsoft Office Excel: Intermediate Skills
- SSO0914 Microsoft Office Excel: Advanced Skills
- ITN0900 Microsoft Office Outlook: Essential Skills
- WWP0910 Microsoft Office Word: Basic Skills
- WWP0912 Microsoft Office Word: Intermediate Skills

Anne Cooper, Senior Vice President, Instruction and Academic Programs and Andrea Henning, Executive Director, Collaborative Labs and Workforce & Professional Development, recommend approval.

September 19, 2017

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, President

SUBJECT: General Compensation Policy Modification - Third Shift Pay Differential

Approval is requested to modify the General Compensation Policy as it relates to the Third Shift Differential paid to employees who work non-traditional schedules.

In partnership with Cenergistic, Inc., our energy conservation consultant, we have identified an opportunity for considerable savings on utility costs by closing our buildings earlier at night, thereby allowing our air conditioning and lighting systems to enter into their setback modes earlier each evening. Specifically, by adjusting the work schedule of our Custodians and Security Officers by one hour per night, the college expects to enjoy a projected savings in energy costs of $8,000/month. Having these shifts start one hour earlier and ending one hour earlier will achieve these savings without adversely affecting academics.

Currently, the General Compensation Policy provides for a $.50/hour shift differential benefit to any employee for whom the majority of their work schedule is after 7:00 p.m. This request is to amend this policy to apply to any employee for whom the majority of their work schedule is after 6:00 p.m. This change will allow the college to implement these energy conservation measures without adversely affecting the wages of our night-time employees.

Brian Miles, Vice President, Administrative/Business Services & Information Technology, Desiree Woroner, Director, Human Resources, and Jim Waechter, Associate Vice President, Facilities Planning & Institutional Services, recommend approval.

September 19, 2017

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President

SUBJECT: Florida Department of Economic Opportunity—Florida Job Growth Grant Fund—
                    Pinellas County Security and Defense Center (PCSDC)

**Confirmation is sought for a proposal that was submitted, subject to Board of Trustees'
approval, to the Florida Department of Economic Opportunity, by St. Petersburg College
for the Florida Job Growth Grant Fund: Workforce Training Project for the Pinellas County
Security and Defense Center (PCSDC). Permission is also sought to accept an estimated
$1,303,502 in funding over a two-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 Florida Job Growth Grant Fund, under the category for Workforce Training
Projects, is to increase rapid training and employment of Florida workers in targeted, high-demand
occupations. SPC's proposed Pinellas County Security and Defense Center would offer a series of
interconnected, transferrable educational and training programs for both new and incumbent
workers that result in industry recognized workforce certificates and certifications, Postsecondary
Advanced Vocational (PSAV) Certificates, Associate degrees (AS), and Bachelor Degrees (BAS).
In addition, incorporation of hands-on simulation exercises into certificate and degree programs
would supply trainees with innovative learning opportunities and skills critical to emergency
management and disaster response. SPC's proposal includes multiple academic departments and
partnerships with a range of law enforcement, fire, emergency service agencies, and
representatives from the security and defense industry to create a cohesive, collaborative effort
toward high-skilled training and preparedness and support the pipeline of in-demand workforce
occupations.

The estimated period of performance will be from October 1, 2017 through September 30, 2019.
The total project budget is projected to be $1,303,502 over a two-year period including grant funds
and in-kind match. See attached Information Summary for additional information.

Anne Cooper, Senior Vice President, Instructional and Academic Programs; Suzanne L. Gardner,
General Counsel; and Brian Frank, Dean College of Public Safety, recommend approval.

Attachment

ks0906172

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BOT INFORMATION SUMMARY
GRANTS/RESTRICTED FUNDS CONTRACTS

</div>

Date of BOT Meeting: September 19, 2017

Funding Agency or Organization: Florida Department of Economic
                                                                   Opportunity

Name of Competition/Project: Florida Job Growth Fund Grant: Workforce
                                                             Training - Pinellas County Security and
                                                             Defense Center

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 10/1/17   **End:** 9/30/19

Administrator: Anne Cooper

Manager: Brian Frank

Focus of Proposal:
The goal of SPC's proposed Pinellas County Security and Defense Center (PCSDC) is to enhance training, certification, and degree opportunities for first responders and cybersecurity professionals to support a robust pipeline of employment and coordinated emergency disaster preparedness in Pinellas County. Leveraging strategic partnerships from private industry and local and regional first responder agencies, this program will focus on homeland security efforts in two key, integrated sectors—People (first responders) and Systems (cybersecurity).

Activities related to the *People* sector include: 1) Enhancing first responder certificate and degree curriculum and training through mobile simulation units to promote experiential learning; 2) Developing a new 911 PSAV program and expanding the EMT PSAV program to the Tarpon Springs campus to increase regional training access; 3) Developing new certificates in Health Care Emergency Preparedness and Emergency Management Advanced Training to support upward job mobility. Activities in the *Systems* sector include: 1) Enhancing existing cybersecurity certificate and degree programs in CCIT through simulation exercises; 2) Developing a new A.S. degree in Data Technology to prepare students for high-demand, high-wage jobs; 3) Developing new certificate programs for Medical Simulation Technicians and Health Information Security Technicians for rapid training in high-demand fields; and 4) Expanding the Crime Investigation and Cybersecurity Student Training Center to improve cross-disciplinary cybersecurity skills for students. Additionally, the program will support collaborative training of regional and state personnel tied to homeland security and disaster response to improve coordination and preparedness. Regional partners will contribute resources including donated equipment, training facilities, and subject matter expertise to support the program.

Collectively, these activities will support training of an estimated 2,200 individuals and graduation of approximately 1,000 individuals over the two-year grant period.

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BOT – September 19, 2017 – Information Summary –
Florida Department of Economic Opportunity
Florida Job Growth Fund Grant: Workforce Training - Pinellas County Security and Defense Center (PCSDC)
Attachment - Page 1

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

Personnel & Fringe	$ 510,247
Equipment	$ 330,945
Facilities	$ 75,000
Training Materials	$ 144,472
Contractual Trainers	$ 58,320
Travel	$ 14,272
Other (convenings, outreach)	$ 46,000
Indirect Costs (15%)	$ 124,246
Total Budget	$ 1,303,502

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	$ 1,553,009
Total amount from funder:	$ 1,303,502
Amount/value of match:	Cash: N/A
	In-kind: $249,507
Required match or cost sharing:	No X Yes
Voluntary match or cost sharing:	No Yes X
Source of match/cost sharing:	City/county equipment donation; Private Grants; Collaborative Labs in-kind time; Unrealized indirect costs (18%)
Negotiated indirect cost:	N/A
(Fixed) administrative fee:	N/A
Software/materials:	N/A
Equipment:	N/A
Services:	N/A
Staff Training:	N/A
FTE:	N/A
Other:	N/A

College Values, Strategic Initiatives and Activities Addressed:

Value(s):	1. Innovation
	2. Academic Excellence
	3. Partnerships
Strategic Initiative(s):	1. Recruitment and Retention Plan
	2. Classroom Experience
	3. Pathways Initiative

September 19, 2017

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President

SUBJECT: Florida Department of Economic Opportunity—Florida Job Growth Grant Fund—
                     Mechatronics & Electromechanical Technician Training (METT)

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the Florida Department of Economic Opportunity, by St. Petersburg College for the Florida Job Growth Grant Fund: Workforce Training Project for Mechatronics & Electromechanical Technician Training (METT). Permission is also sought to accept an estimated $1,596,858 in funding over a two-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 Florida Job Growth Grant Fund, under the category for Workforce Training Projects, is to increase rapid training and employment of Florida workers in targeted, high-demand occupations. SPC is focusing on Mechatronics & Electromechanical & Technician Training (METT) program in response to the growing workforce demand. Skilled technician occupations account for over 50% of the total manufacturing workforce, where Pinellas County is projecting 2,000 openings over the next six years in these occupations alone.

Mechatronics is the synergistic application of mechanical, electrical, and automation skills. The proposed training will be established as a Competency-Based Education (CBE) model into modularized, hybrid online lecture/in-person lab curriculum designed to teach both students and incumbent workers the technical and critical-thinking skills required to succeed as a maintenance technician in advanced manufacturing environments.   The move to a competency-based curriculum model allows for SPC to offer classes in an open entry/open exit format helping to boost enrollment into certification and degrees.

The estimated period of performance will be from October 1, 2017 through September 30, 2019. The total project budget is projected to be $1,596,858 over a two-year period including grant funds and in-kind match. See attached Information Summary for additional information.

Anne Cooper, Senior Vice President, Instructional and Academic Programs; Suzanne L. Gardner, General Counsel; and Lara Sharp, Program Director of Engineering Technology, recommend approval.

Attachment
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BOT INFORMATION SUMMARY
GRANTS/RESTRICTED FUNDS CONTRACTS

Date of BOT Meeting: September 19, 2017

Funding Agency or Organization: Florida Department of Economic
                                             Opportunity

Name of Competition/Project: Florida Job Growth Fund Grant: Workforce
                                             Training – Mechatronics &
                                             Electromechanical Technician Training

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 10/1/17   **End:** 9/30/19

Administrator: Natavia Middleton

Manager: Lara Sharp

Focus of Proposal:
In response to the Florida Job Growth Grant funding opportunity, St. Petersburg College, Pinellas Technical College, along with a core group economic and manufacturing industry partners, such as Lockheed Martin, Monin, MI Metals and regional manufacturing associations are proposing to implement the Mechatronics & Electromechanical Technician Training (METT) program. The goal of the program is to implement and sustain an accelerated, innovative, responsive, and standards based technician workforce program that meets the advanced manufacturing industry's skill requirements. Mechatronics is the synergistic application of mechanical, electrical, and automation skills.

To accelerate training and fast-track implementation, the partnership will model its curriculum and equipment after a successful National Science Foundation (NSF) Advanced Technical Education Center (ATE), AMTEC (Automotive Manufacturing Training Education Collaborative). AMTEC is leader in delivering truly competency based, nationally standardized modularized curriculum used by companies like Toyota, Boeing and Amazon. The curriculum is broken down as a Competency-Based Education (CBE) model into modularized, hybrid online lecture/in-person lab curriculum designed to teach both students and incumbent workers the technical and critical-thinking skills required to succeed as a maintenance technician in advanced manufacturing environments. Each of the modules begins with a pre-assessment that allows a student to earn credit for prior knowledge if they can demonstrate mastery. This may shorten the time required for a student to complete assigned coursework.

The move to a competency-based curriculum model allows for SPC to offer classes in an open entry/open exit (OEOE) format – offering a non-term self-paced program, where students choose when to begin each course (open entry), and how long to stay in each course before demonstrating mastery or completing assessment (open exit). The OEOE format will help maximize training

dollars by providing the flexibility of modularized, self-paced, skills based training. The workforce will be better prepared to meet employer needs in a more responsive and timely manner.

The program will support training of an estimated 300 individuals over two years.

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

Personnel & Fringe	$ 295,643
Equipment	$ 694,000
Facilities	$ 225,600
Tuition-Curriculum Fees	$ 36,000
Training Materials	$ 99,000
Contractual Trainers	$ 75,000
Travel	$ 5,068
Other (exam fees, outreach)	$ 60,000
Indirect Costs (15%)	$ 106,547
Total Budget	$ 1,596,858

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	$ 1,914,714
Total amount from funder:	$ 1,596,858
Amount/value of match:	Cash: N/A
	In-kind: $317,856
Required match or cost sharing:	No X Yes
Voluntary match or cost sharing:	No Yes X
Source of match/cost sharing:	Donated equipment; Renovation costs by Pinellas Technical College; Private industry contributions covering equipment, supplies, paid training, and staff time for advisory and mentorship; Unrealized indirect costs (18%)
Negotiated indirect cost:	N/A
(Fixed) administrative fee:	N/A
Software/materials:	N/A
Equipment:	N/A
Services:	N/A
Staff Training:	N/A
FTE:	N/A
Other:	N/A

College Values, Strategic Initiatives and Activities Addressed:

Value(s):	1. Innovation
	2. Academic Excellence

| | | 3. | Partnerships |

Strategic Initiative(s):	1.	Recruitment and Retention Plan
	2.	Classroom Experience
	3.	Pathways Initiative

September 19, 2017

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President

SUBJECT: American Library Association—Ready to Code Program

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to the American Library Association, by St. Petersburg College for the Ready to Code Grant. Permission is also sought to accept an estimated $25,000 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.

Sponsored by the American Library Association (ALA), in partnership with Google, the Ready to Code program seeks to increase library-based access to computer science and computational thinking for underserved and low-income K-12th grade students. This program garners national participation in development of a Ready to Code toolkit that will provide low to no-cost coding resources to libraries. SPC's Maker Boot Camp: Ready to Code program will expand on classes at the Seminole Community Library's Innovation Lab to provide basic coding workshops to 480 middle and high school students across three SPC library campuses. Participants, including targeted underserved populations, will engage in hands-on learning to develop computer science interests and will hear from SPC Career Advisors about pathways into post-secondary STEM education. SPC's proposal includes partnerships with community organizations FLASTEM and Girls Inc. of Pinellas County to assist with curriculum design and participant engagement, as well as student interns from SPC's College of Computer Information and Technology and College of Education.

The estimated period of performance will be from October 1, 2017 through September 30, 2018. The total project budget is projected to be $25,000 over a one-year period. See attached Information Summary for additional information.

Anne Cooper, Senior Vice President, Instruction and Academic Programs; Suzanne L. Gardner, General Counsel; and Matthew Bodie, Executive Director, Learning Resources, recommend approval.

Attachment

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BOT INFORMATION SUMMARY
GRANTS/RESTRICTED FUNDS CONTRACTS

Date of BOT Meeting: September 19, 2017

Funding Agency or Organization: American Library Association

Name of Competition/Project: Ready to Code

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 10/1/17   **End:** 9/30/18

Administrator: Matthew Bodie

Manager: Chad Mairn

Focus of Proposal:

SPC's Maker Boot Camp: Ready to Code Program will provide services to 480 middle and high school students across Pinellas County who seek to learn more about computer science and computational thinking, with a concentration on students from low-income and underserved populations. Students will engage in a series of six cohorted workshops designed to build knowledge around coding languages, building of sensors and codeable materials, and gathering data on web-based sites. Community volunteers and SPC interns will provide individualized support and mentorship as well as demonstrate future education and career opportunities in STEM. Grantees will also participate in a national cohort with the American Library Association (ALA) and Google to test and refine the Ready to Code Toolkit, designed to support coding access for any library regardless of financial resources or geographic location. A minimum of 20 workshop cohorts will be piloted at SPC's joint-use library locations at Seminole, St. Pete/Gibbs, and Clearwater for maximum community youth outreach. Program goals include: 1) increasing computational thinking and computer science knowledge for middle and high school students; 2) increasing computer science education and career interest in underserved populations; 3) increasing accessibility of computer science resources in Pinellas County to expand outreach to underserved populations.

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	$	12,711
Fringe	$	942
Travel	$	200
Supplies	$	8,575
Printing and Marketing	$	300
Indirect Costs	$	2,272
Total Budget	$	25,000

Funding:

Total proposal budget: (includes amount
requested from funder, cash and in-kind
matches listed below) $ 25,000
Total amount from funder: $ 25,000
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, Strategic Initiatives and Activities Addressed:

Value(s):   1.   Partnerships
                                              2.   Innovation
                                              3.   Diversity

Strategic Initiative(s):   1.   Recruitment and Retention Plan
                                              2.   Learning Beyond the Classroom

September 19, 2017

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, President

SUBJECT: PeopleSoft Campus Agreement – Students, Staff, Faculty & Administrative

Approval is sought to extend the existing technical support services agreement with Oracle for PeopleSoft software, including HRMS, Financials, Student Administration, and Portal application suites, as well as Oracle database. HRMS applications include Human Resources, Benefits Administration, Payroll, Time & Labor, and Self Service. Financials applications include General Ledger, Purchasing, Accounts Payable, and Asset Management. Student Administration applications include Admissions, Student Records, Academic Advisement, Campus Community, Financial Aid, and Student Financials. Portal includes Financials Pack, HRMS Pack, and Interaction Hub.

The agreement extends our current contract for a three (3) year term beginning October 1, 2017 through September 30, 2020.

The yearly cost is $481,073.24, with total expenditure for three years of $1,443,219.72, based on estimated student/staff/faculty FTE.

Brian Miles, Vice President, Administrative/Business Services & Information Technology, and Zoran Stanisic, Senior Director Enterprise Systems, recommend approval.

This Oracle Public Sector Technical Support Services Agreement (this "Agreement") is between Oracle America, Inc. ("Oracle") and the entity identified below in the signature block ("You").

1. DEFINITIONS

1.1 **"Agreement"** refers to this Oracle Public Sector Technical Support Services Agreement (including any amendments thereto). This Agreement governs Your use of the Technical Support Services (defined below) ordered from Oracle.

1.2 **"Hardware"** refers to the computer equipment, including components, options and spare parts.

1.3 **"Integrated Software"** refers to any software or programmable code that is (a) embedded or integrated in the Hardware and enables the functionality of the Hardware or (b) specifically provided to You by Oracle and specifically listed (i) in accompanying documentation, (ii) on an Oracle webpage or (iii) via a mechanism that facilitates installation for use with Your Hardware. Integrated Software does not include and You do not have rights to (a) code or functionality for diagnostic, maintenance, repair or technical support services; or (b) separately licensed applications, operating systems, development tools, or system management software or other code that is separately licensed by Oracle. For specific Hardware, Integrated Software includes Integrated Software Options separately ordered.

1.4 **"Operating System"** refers to the software that manages Hardware for Programs and other software.

1.5 **"Products"** refers to Programs, Hardware, Integrated Software and Operating System.

1.6 **"Programs"** refers to (a) the software owned or distributed by Oracle that You have ordered, (b) Program Documentation and (c) any Program updates acquired through technical support. Programs do not include Integrated Software or any Operating System or any software release prior to general availability (e.g., beta releases)

1.7 **"Program Documentation"** refers to the Program user manual and Program installation manuals. Program Documentation may be delivered with the Programs. You may access the documentation online at http://oracle.com/documentation.

1.8 **"Separate Terms"** refers to separate license terms that are specified in the Program Documentation, readmes or notice files and that apply to Separately Licensed Third Party Technology.

1.9 **"Separately Licensed Third Party Technology"** refers to third party technology that is licensed under Separate Terms and not under the terms of this Agreement.

1.10 **"Technical Support Services"** refers to technical support services which You have ordered in accordance with this Agreement.

1.11 **"You"** and **"Your"** refers to the entity that has executed these General Terms.

2. AGREEMENT TERM

Orders may be placed under this Agreement for five years from the Effective Date (indicated below in Section 18).

3. TECHNICAL SUPPORT

3.1 If ordered, annual Technical Support Services (including first year and all subsequent years) for Programs is provided under Oracle's Software Technical Support Policies in effect at the time the Technical Support Services are provided. You agree to cooperate with Oracle and provide the access, resources, materials, personnel, information and consents that Oracle may require in order to perform the Technical Support Services. The

Oracle Software Technical Support Policies are incorporated in this Agreement and are subject to change at Oracle's discretion; however, Oracle policy changes will not result in a material reduction in the level of Technical Support Services provided for supported Programs during the period for which fees for Technical Support Services have been paid. You should review the policies prior to entering into the order for the applicable Technical Support Services. You may access the current version of the Oracle Software Technical Support policies at http://oracle.com/contracts. If You decide to purchase Technical Support Services for any Program license within a license set, You are required to purchase Technical Support Services at the same level for all licenses within that license set. You may desupport a subset of licenses in a license set only if You agree to terminate that subset of licenses. The technical support fees for the remaining licenses will be priced in accordance with the technical support policies in effect at the time of termination. Oracle's license set definition is available in the current technical support policies. If You decide not to purchase technical support, You may not update any unsupported Program licenses with new versions of the Program.

3.2 If ordered, annual Technical Support Services (including first year and all subsequent years) for Hardware is provided under Oracle's Hardware and Systems Support Policies in effect at the time the Technical Support Services are provided. You agree to cooperate with Oracle and provide the access, resources, materials, personnel, information, and consents that Oracle may require in order to perform the Technical Support Services. The Oracle Hardware and Systems Support Policies are incorporated in this Agreement and are subject to change at Oracle's discretion; however, Oracle will not materially reduce the level of Technical Support Services provided during the period for which fees for Technical Support Services have been paid. You should review the policies prior to entering into the order for Technical Support Services. You may access the current version of the Oracle Hardware and Systems Support Policies at http://oracle.com/contracts.

3.3 The Technical Support Services start date set forth in Your order shall serve as the commencement date of the Technical Support Services and the Technical Support Services ordered will be provided through the end date specified in Your order for the applicable Programs and/or Hardware.

4. OWNERSHIP

Oracle or its licensors retain all ownership and intellectual property rights to the Programs, Operating System, Integrated Software and anything developed or delivered under this Agreement.

5. WARRANTIES, DISCLAIMERS AND EXCLUSIVE REMEDIES

5.1 Oracle warrants that the Technical Support Services ordered and provided under this Agreement will be provided in a professional manner consistent with industry standards. You must notify Oracle of any Technical Support Service warranty deficiencies within 90 days from performance of the deficient Technical Support Services.

5.2 FOR ANY BREACH OF THE ABOVE WARRANTY, YOUR EXCLUSIVE REMEDY AND ORACLE'S ENTIRE LIABILITY SHALL BE REPERFORMANCE OF THE DEFICIENT TECHNICAL SUPPORT SERVICES; OR, IF ORACLE CANNOT SUBSTANTIALLY CORRECT THE DEFICIENCY IN A COMMERCIALLY REASONABLE MANNER, YOU MAY END THE DEFICIENT TECHNICAL SUPPORT SERVICES AND RECOVER THE FEES YOU PAID TO ORACLE FOR THE DEFICIENT TECHNICAL SUPPORT SERVICES.

5.3 TO THE EXTENT NOT PROHIBITED BY LAW, THIS WARRANTY IS EXCLUSIVE AND THERE ARE NO OTHER EXPRESS OR IMPLIED WARRANTIES OR CONDITIONS, INCLUDING WARRANTIES OR CONDITIONS OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

6. INDEMNIFICATION

6.1 To the extent not prohibited by law and subject to sections 6.5, 6.6 and 6.7 below, if a third party makes a claim against either You or Oracle ("Recipient" which may refer to You or Oracle depending upon which party received the Material), that any information, design, specification, instruction, software, data, hardware, or material (collectively, "Material") furnished by either You or Oracle ("Provider" which may refer to You or Oracle depending on which party provided the Material) and used by the Recipient infringes the third party's intellectual property rights, the Provider, at the Provider's sole cost and expense, will defend the Recipient against the claim and indemnify the Recipient from the damages, liabilities, costs and expenses awarded by the court to the third party claiming infringement or the settlement agreed to by the Provider, if the Recipient does the following:

> a. notifies the Provider promptly in writing, not later than 30 days after the Recipient receives notice of the claim (or sooner if required by applicable law);

b. gives the Provider sole control of the defense and any settlement negotiations, to the extent permitted by law; and

c. gives the Provider the information, authority and assistance the Provider needs to defend against or settle the claim.

6.2 If the Provider believes or it is determined that any of the Material may have violated a third party's intellectual property rights, the Provider may choose to either modify the Material to be non-infringing (while substantially preserving its utility or functionality) or obtain a license to allow for continued use, or if these alternatives are not commercially reasonable, the Provider may end the license for, and require return of, the applicable Material and refund any fees the Recipient may have paid to the other party for it and, if Oracle is the Provider of an infringing Program, any unused, prepaid technical support fees You have paid to Oracle for the license of the infringing Program, if any. If such return materially affects Oracle's ability to meet its obligations under the relevant order, then Oracle may, at its option and upon 30 days prior written notice, terminate the order.

6.3 Notwithstanding the provisions of section 6.2 and with respect to hardware only, if the Provider believes or it is determined that the hardware (or portion thereof) may have violated a third party's intellectual property rights, the Provider may choose to either replace or modify the hardware (or portion thereof) to be non-infringing (while substantially preserving its utility or functionality) or obtain a right to allow for continued use, or if these alternatives are not commercially reasonable, the Provider may remove the applicable hardware (or portion thereof) and refund the net book value and, if Oracle is the Provider of infringing Hardware, any unused, prepaid technical support fees You have paid to Oracle for the Hardware, if any.

6.4 In the event that the Material is Separately Licensed Third Party Technology and the associated Separate Terms do not allow termination of the license, in lieu of ending the license for the Material, Oracle may end the license for, and require return of, the Program associated with that Separately Licensed Third Party Technology and shall refund any Program license fees You may have paid to Oracle for the Program.

6.5 Provided You are a current subscriber to Oracle Technical Support Services for the Operating System (e.g., Oracle Premier Support for Systems, Oracle Premier Support for Operating Systems or Oracle Linux Premier Support), then for the period of time for which You were a subscriber to the applicable Oracle Technical Support Services (a) the phrase "Material" above in section 6.1 shall include the Operating System and the Integrated Software and any Integrated Software Options that You have licensed and (b) the phrase "Program(s)" in this section 6 is replaced by the phrase "Program(s) or the Operating System or Integrated Software or Integrated Software Options (as applicable)" (i.e., Oracle will not indemnify You for Your use of the Operating System and/or Integrated Software and/or Integrated Software Options when You were not a subscriber to the applicable Oracle Technical Support Services). Notwithstanding the foregoing, with respect solely to the Linux operating system, Oracle will not indemnify You for Materials that are not part of the Oracle Linux covered files as defined at http://www.oracle.com/us/support/library/enterprise-linux-indemnification-069347.pdf.

6.6 The Provider will not indemnify the Recipient if the Recipient alters Material or uses it outside the scope of use identified in the Provider's user documentation or if the Recipient uses a version of Material which has been superseded, if the infringement claim could have been avoided by using an unaltered current version of Material which was provided to the Recipient, or if the Recipient continues to use the applicable Material after the end of the license to use that Material. The Provider will not indemnify the Recipient to the extent that an infringement claim is based upon any information, design, specification, instruction, software, data, or material not furnished by the Provider. Oracle will not indemnify You for any portion of an infringement claim that is based upon the combination of any Material with any products or services not provided by Oracle. Solely with respect to Separately Licensed Third Party Technology that is part of or is required to use a Program and that is used: (a) in unmodified form; (b) as part of or as required to use a Program; and (c) in accordance with the license grant for the relevant Program and all other terms and conditions of this Agreement, Oracle will indemnify You for infringement claims for Separately Licensed Third Party Technology to the same extent as Oracle is required to provide infringement indemnification for the Program under the terms of this Agreement. Oracle will not indemnify You for infringement caused by Your actions against any third party if the Program(s) as delivered to You and used in accordance with the terms of this Agreement would not otherwise infringe any third party intellectual property rights. Oracle will not indemnify You for any intellectual property infringement claim(s) known to You at the time license rights are obtained.

6.7 This section provides the parties' exclusive remedy for any infringement claims or damages.

7. TERMINATION

7.1 If either of us breaches a material term of this Agreement and fails to correct the breach within 30 days of written specification of the breach, then the breaching party is in default and the non-breaching party may terminate this Agreement. If Oracle terminates this Agreement as specified in the preceding sentence, You must pay within 30 days all amounts which have accrued prior to such termination, as well as all sums remaining unpaid for Technical Support Services received under this Agreement plus related taxes and expenses. Except for nonpayment of fees, the non-breaching party may agree in its sole discretion to extend the 30 day period for so long as the breaching party continues reasonable efforts to cure the breach. You agree that if You are in default under this Agreement, You may not use those Technical Support Service ordered.

7.2 You may terminate this Agreement at any time without cause by giving Oracle 30 days prior written notice of such termination. If You end this Agreement as specified in the preceding sentence, You agree You must pay within 30 days all amounts which have accrued prior to the end of this Agreement, as well as all sums remaining unpaid for Technical Support Services received under this Agreement plus applicable related taxes and expenses (if any).

7.3 If You have used a contract with Oracle or an affiliate of Oracle to pay for the fees due under an order and You are in default under that contract, You may not use the Technical Support Services that are subject to such contract.

7.4 Provisions that survive termination or expiration are those relating to limitation of liability, infringement indemnity, payment and others which by their nature are intended to survive.

8. FEES AND TAXES; PRICING, INVOICING AND PAYMENT OBLIGATION

8.1 All fees payable to Oracle are due within 30 days from the invoice date. You agree to pay any sales, value-added or other similar taxes imposed by applicable law that Oracle must pay based on the Technical Support Services You ordered, except for taxes based on Oracle's income. Reimbursement of expenses related to the provision of any Technical Support Services, if any, will be addressed in the relevant order and/or statement of work for such Technical Support Services.

8.2 You understand that You may receive multiple invoices for the Technical Support Services You ordered. Invoices will be submitted to You pursuant to Oracle's Invoicing Standards Policy, which may be accessed at http://oracle.com/contracts.

9. NONDISCLOSURE

9.1 By virtue of this Agreement, the parties may have access to information that is confidential to one another ("**Confidential Information**"). We each agree to disclose only information that is required for the performance of obligations under this Agreement. Confidential Information shall be limited information clearly identified as confidential at the time of disclosure.

9.2 A party's Confidential Information shall not include information that: (a) is or becomes a part of the public domain through no act or omission of the other party; (b) was in the other party's lawful possession prior to the disclosure and had not been obtained by the other party either directly or indirectly from the disclosing party; (c) is lawfully disclosed to the other party by a third party without restriction on the disclosure; or (d) is independently developed by the other party.

9.3 Subject to the applicable law, we each agree not to disclose each other's Confidential Information to any third party other than those set forth in the following sentence for a period of three years from the date of the disclosing party's disclosure of the Confidential Information to the receiving party. We may disclose Confidential Information only to those employees or agents or subcontractors who are required to protect it against unauthorized disclosure in a manner no less protective than under this Agreement. Nothing shall prevent either party from disclosing the terms or pricing under this Agreement or orders submitted under this Agreement in any legal proceeding arising from or in connection with this Agreement or disclosing the Confidential Information to a governmental entity as required by law. In the event You receive a valid request for Oracle's Confidential Information pursuant to applicable law, You will provide Oracle with reasonable notice of such request and give Oracle an opportunity to object to or limit any such disclosure.

10. ENTIRE AGREEMENT

10.1 You agree that this Agreement and the information which is incorporated into this Agreement by written reference (including reference to information contained in a URL or referenced policy), together with the applicable order, are the complete agreement for the Technical Support Services ordered by You and supersede all prior or contemporaneous agreements or representations, written or oral, regarding such Technical Support Services.

10.2 It is expressly agreed that the terms of this Agreement and any Oracle order shall supersede the terms in any purchase order, procurement internet portal or any other similar non-Oracle document and no terms included in any such purchase order, portal or other non-Oracle document shall apply to the Technical Support Services ordered. In the event of any inconsistencies between the terms of an order and this Agreement, the order shall take precedence. This Agreement and orders may not be modified and the rights and restrictions may not be altered or waived except in a writing signed or accepted online through the Oracle Store by authorized representatives of You and of Oracle. Any notice required under this Agreement shall be provided to the other party in writing.

11. LIMITATION OF LIABILITY

NEITHER PARTY SHALL BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES, OR ANY LOSS OF PROFITS, REVENUE, DATA, OR DATA USE. ORACLE'S MAXIMUM LIABILITY FOR ANY DAMAGES ARISING OUT OF OR RELATED TO THIS AGREEMENT OR YOUR ORDER, WHETHER IN CONTRACT OR TORT, OR OTHERWISE, SHALL BE LIMITED TO THE AMOUNT OF THE FEES YOU PAID ORACLE UNDER THE ORDER GIVING RISE TO THE LIABILITY, AND IF SUCH DAMAGES RESULT FROM YOUR USE OF TECHNICAL SUPPORT SERVICES, SUCH LIABILITY SHALL BE LIMITED TO THE FEES YOU PAID ORACLE FOR THE DEFICIENT TECHNICAL SUPPORT SERVICES GIVING RISE TO THE LIABILITY.

12. EXPORT

Export laws and regulations of the United States and any other relevant local export laws and regulations apply to the Technical Support Services. You agree that such export laws govern Your use of any Technical Support Services deliverables provided under this Agreement, and You agree to comply with all such export laws and regulations (including "deemed export" and "deemed re-export" regulations). You agree that no data, information, Product and/or materials resulting from Technical Support Services (or direct product thereof) will be exported, directly or indirectly, in violation of these laws, or will be used for any purpose prohibited by these laws including, without limitation, nuclear, chemical, or biological weapons proliferation, or development of missile technology.

13. FORCE MAJEURE

Neither of us shall be responsible for failure or delay of performance if caused by: an act of war, hostility, or sabotage; act of God; pandemic, electrical, internet, or telecommunication outage that is not caused by the obligated party; government restrictions (including the denial or cancellation of any export, import or other license); other event outside the reasonable control of the obligated party. We both will use reasonable efforts to mitigate the effect of a force majeure event. If such event continues for more than 30 days, either of us may cancel unperformed Technical Support Service and affected orders upon written notice. This section does not excuse either party's obligation to take reasonable steps to follow its normal disaster recovery procedures or Your obligation to pay for Technical Support Services ordered or delivered.

14. GOVERNING LAW AND JURISDICTION

This Agreement is governed by the laws of *(insert applicable State law)*. *Florida BPM* ⎯⎯

15. NOTICE

If You have a dispute with Oracle or if You wish to provide a notice under the Indemnification section of this Agreement, or if You become subject to insolvency or other similar legal proceedings, You will promptly send written notice to: Oracle America, Inc., 500 Oracle Parkway, Redwood City, California, United States, 94065, Attention: General Counsel, Legal Department.

16. ASSIGNMENT

You may not assign this Agreement or give or transfer any Technical Support Services or an interest in them to another individual or entity. If You grant a security interest in any Technical Support Services deliverables, the secured party has no right to use any Technical Support Services deliverables, and if You decide to finance Your acquisition of any Technical Support Services, You will follow Oracle's policies regarding financing which are at http://oracle.com/contracts. The foregoing shall not be construed to limit the rights You may otherwise have with respect to the Linux operating system, third party technology or Separately Licensed Third Party Technology licensed under open source or similar license terms.

17. OTHER

17.1 Oracle is an independent contractor and we agree that no partnership, joint venture, or agency relationship exists between us. We each will be responsible for paying our own employees, including employment related taxes and insurance.

17.2 If any term of this Agreement is found to be invalid or unenforceable, the remaining provisions will remain effective and such term shall be replaced with a term consistent with the purpose and intent of this Agreement.

17.3 Except for actions for nonpayment or breach of Oracle's proprietary rights, no action, regardless of form, arising out of or relating to this Agreement may be brought by either party more than two years after the cause of action has accrued.

17.4 Products and Technical Support Services deliverables are not designed for or specifically intended for use in nuclear facilities or other hazardous applications. You agree that it is Your responsibility to ensure safe use of Products and Technical Support Services deliverables in such applications.
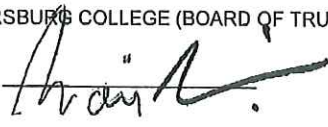
17.5 The Uniform Computer Information Transactions Act does not apply to this Agreement or orders placed under it.

17.6 You understand that Oracle's business partners, including any third party firms retained by You to provide consulting services, are independent of Oracle and are not Oracle's agents. Oracle is not liable for nor bound by any acts of any such business partner unless (i) the business partner is providing services as an Oracle subcontractor in furtherance of an order placed under this Agreement and (ii) only to the same extent as Oracle would be responsible for the performance of Oracle resources under that order.

17.7 For software (i) that is part of Programs, Operating Systems, Integrated Software or Integrated Software Options (or all four) and (ii) that You receive from Oracle in binary form and (iii) that is licensed under an open source license that gives You the right to receive the source code for that binary, You may obtain a copy of the applicable source code from https://oss.oracle.com/sources/ or http://www.oracle.com/goto/opensourcecode. If the source code for such software was not provided to You with the binary, You may also receive a copy of the source code on physical media by submitting a written request pursuant to the instructions in the "Written Offer for Source Code" section of the latter website.

18. AGREEMENT EFFECTIVE DATE

31-Aug-2017

The Effective Date of this Agreement is _____. (DATE TO BE COMPLETED BY ORACLE)

ST PETERSBURG COLLEGE (BOARD OF TRUSTEES)	**Oracle America, Inc.**
Signature _(signed)_	Signature _Andrew Hoffman_ Andrew Hoffman (Aug 31, 2017)
Name Brian P. Miles, Vice President Admin./Business Svcs & Information Technology	Name Andrew Hoffman
Title	Title Deal Specialist
Signature Date 8/16/17	Signature Date Aug 31, 2017

APPROVED
AS TO FORM AND CONTENT

(signed) SLops

GENERAL COUNSEL

Approved by: _BPM_

On: __8/14/17__

ORACLE®

7-Sep-17

Zoran Stanisic
ST Petersburg College (Board of Trustees)
8580 66th Street North
Pinellas Park
FL 33782
United States

Dear Zoran Stanisic

The technical support services provided under support service number P-96-613-14-000--11 will expire, or have expired, on 30-Sep-17. Please find attached an ordering document for the renewal of these technical support services. If applicable, the attached ordering document may include technical support services that you have requested to order that are in addition to the technical support services that you are renewing.

To prevent interruption to and/ or termination of technical support services, please complete your order for the renewal of technical support services, identified in the ordering document, by issuing a form of payment acceptable to Oracle in accordance with the Order Processing Details section of the ordering document on or before 14-Sep-17.

Extended Support puts you in control of your Database, Middleware, and Applications upgrade strategy by providing additional maintenance and upgrades for Oracle Database, Oracle Fusion Middleware, and Oracle Applications for an additional fee. Please go to
https://www.oracle.com/support/lifetime-support/resources.html or contact Oracle per the information listed below to learn more about Extended Support.

If you have questions regarding your order or require further information, please contact me at the e-mail address or telephone number provided below.

Regards,

Syed Basheeruddin
Oracle Support Services
E-mail: syed.basheeruddin@oracle.com
Tel.: +918041070052
Fax:

Support Service Number: P-96-613-14-000--11

ORACLE®

GENERAL INFORMATION

OFFER EXPIRATION		**ORACLE:** Oracle America, Inc.	
Support Service Number:	P-96-613-14-000--11	**Oracle Support Sales Representative:**	Syed Basheeruddin
Offer Expires:	30-Sep-17		
		Telephone:	+918041070052
		Fax:	
		E-mail:	syed.basheeruddin@oracle.com
CUSTOMER: ST Petersburg College (Board of Trustees)			
CUSTOMER QUOTE TO		**CUSTOMER BILL TO**	
Account Contact:	Zoran Stanisic	**Account Contact:**	Zoran Stanisic
Account Name:	ST Petersburg College (Board of Trustees)	**Account Name:**	ST Petersburg College (Board of Trustees)
Address:	8580 66th Street North	**Address:**	Accounts Payable
	Pinellas Park FL 33782 United States		PO Box 13489 Saint Petersburg FL 33733 United States
Telephone:	727 3417135	**Telephone:**	727-3417135
Fax:		**Fax:**	
E-mail:	stanisic.zoran@spcollege.edu	**E-mail:**	stanisic.zoran@spcollege.edu

"You" and "Your" as referenced in this ordering document refers to the Customer identified in the table above.

Oracle may provide certain notices about technical support services via e-mail. Accordingly, please verify and update the Customer Quote To and Customer Bill To information in the above table to help ensure that You receive such communications from Oracle. If changes are required to the Customer Quote To and Customer Bill To information, please e-mail or fax the updated information, with Your support service number P-96-613-14-000--11, to Your Oracle Support Sales Representative identified in the table above.

SERVICE DETAILS

Program Technical Support Services							
Service Level: Software Update License & Support							

Product Description	**CSI #**	**Qty**	**License Metric**	**License Level / Type**	**Start Date**	**End Date**	**Price**
PeopleSoft Enterprise Ebenefits - Employee Count Perpetual	14485884	1500	VALUE		1-Oct-17	30-Sep-20	14,000.48
PeopleSoft Enterprise Ecompensation - Employee Count Perpetual	14485884	1500	VALUE		1-Oct-17	30-Sep-20	14,000.48
PeopleSoft Enterprise Edevelopment - Employee Count Perpetual	14485884	1500	VALUE		1-Oct-17	30-Sep-20	14,000.48
PeopleSoft Enterprise Epay - Employee Count Perpetual	14485884	1500	VALUE		1-Oct-17	30-Sep-20	14,000.48
PeopleSoft Enterprise Eprofile - Employee Count Perpetual	14485884	1500	VALUE		1-Oct-17	30-Sep-20	14,000.47
PeopleSoft Enterprise Erecruit - Employee Count Perpetual	14485884	1500	VALUE		1-Oct-17	30-Sep-20	21,044.70

Program Technical Support Fees: **USD** **91,047.09**

Program Technical Support Services							
Service Level: Software Update License & Support							

Product Description	**CSI #**	**Qty**	**License Metric**	**License Level / Type**	**Start Date**	**End Date**	**Price**
PeopleSoft Enterprise Student Administration - Student Count Perpetual	14485882	1000		FULL USE	1-Oct-17	30-Sep-20	21,037.74

Program Technical Support Fees: **USD** **21,037.74**

Program Technical Support Services							
Service Level: Software Update License & Support							

Product Description	**CSI #**	**Qty**	**License Metric**	**License Level / Type**	**Start Date**	**End Date**	**Price**
Oracle Database Enterprise Edition - Processor Perpetual	13462586	3		FULL USE	1-Oct-17	30-Sep-20	53,126.31

Program Technical Support Fees: **USD** **53,126.31**

Program Technical Support Services							
Service Level: Software Update License & Support							

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
Oracle Database Enterprise Edition - Processor Perpetual	15943091	1		FULL USE	1-Oct-17	30-Sep-20	26,351.16

Program Technical Support Fees: USD 26,351.16

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
PeopleSoft Enterprise Academic Advisement - Student Count Perpetual	14485882	5000		FULL USE	1-Oct-17	30-Sep-20	0.00
PeopleSoft Enterprise Admissions - Student Count Perpetual	14485882	5000		FULL USE	1-Oct-17	30-Sep-20	108,360.18
PeopleSoft Enterprise Campus Community - Student Count Perpetual	14485882	5000		FULL USE	1-Oct-17	30-Sep-20	0.00
PeopleSoft Enterprise Financial Aid - Student Count Perpetual	14485882	5000		FULL USE	1-Oct-17	30-Sep-20	0.00
PeopleSoft Enterprise Student Financials - Student Count Perpetual	14485882	5000		FULL USE	1-Oct-17	30-Sep-20	0.00
PeopleSoft Enterprise Student Records - Student Count Perpetual	14485882	5000		FULL USE	1-Oct-17	30-Sep-20	0.00

Program Technical Support Fees: USD 108,360.18

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
PeopleSoft Enterprise Benefits Admin. For Public Sector - Employee Count Perpetual	14485881	1500	VALUE		1-Oct-17	30-Sep-20	46,458.01
PeopleSoft Enterprise Human Resources For Public Sector - Employee Count Perpetual	14485881	1500	VALUE		1-Oct-17	30-Sep-20	53,095.02
PeopleSoft Enterprise Payroll For Public Sector - Employee Count Perpetual	14485881	1500	VALUE		1-Oct-17	30-Sep-20	53,094.67
PeopleSoft Enterprise Time And Labor For Public Sector - Employee Count Perpetual	14485881	1500	VALUE		1-Oct-17	30-Sep-20	46,458.01

Program Technical Support Fees: USD 199,105.71

Support Service Number: P-96-613-14-000--11

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Program Technical Support Services

Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
PeopleSoft Enterprise Community Access - Student Count Perpetual	14485885	10000	VALUE		1-Oct-17	30-Sep-20	18,162.31
PeopleSoft Enterprise Community Directory - Student Count Perpetual	14485885	10000	VALUE		1-Oct-17	30-Sep-20	18,162.66
PeopleSoft Enterprise Learner Services - Student Count Perpetual	14485885	10000	VALUE		1-Oct-17	30-Sep-20	18,162.68
PeopleSoft Enterprise Outreach - Student Count Perpetual	14485885	10000	VALUE		1-Oct-17	30-Sep-20	18,162.31
PeopleSoft Enterprise Personal Portfolio - Student Count Perpetual	14485885	10000	VALUE		1-Oct-17	30-Sep-20	18,162.31
PeopleSoft Higher Education Faculty Management - Student Count Perpetual	14485885	10000	VALUE		1-Oct-17	30-Sep-20	18,162.31

Program Technical Support Fees: USD   108,974.58

Program Technical Support Services

Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
PeopleSoft Enterprise Academic Advisement - Student Count Perpetual	14485882	13000	VALUE		1-Oct-17	30-Sep-20	68,438.86
PeopleSoft Enterprise Admissions - Student Count Perpetual	14485882	13000	VALUE		1-Oct-17	30-Sep-20	68,438.86
PeopleSoft Enterprise Campus Community - Student Count Perpetual	14485882	13000	VALUE		1-Oct-17	30-Sep-20	68,438.86
PeopleSoft Enterprise Financial Aid - Student Count Perpetual	14485882	13000	VALUE		1-Oct-17	30-Sep-20	68,438.86
PeopleSoft Enterprise Student Financials - Student Count Perpetual	14485882	13000	VALUE		1-Oct-17	30-Sep-20	68,438.86
PeopleSoft Enterprise Student Records - Student Count Perpetual	14485882	13000	VALUE		1-Oct-17	30-Sep-20	68,438.86
Expansion Hcm - Student Count Perpetual	14485883	13000	VALUE		1-Oct-17	30-Sep-20	0.00

Program Technical Support Fees: USD   410,633.16

Support Service Number: P-96-613-14-000--11

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Program Technical Support Services							
Service Level:	**Software Update License & Support**						

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
PeopleSoft Enterprise Accounts Payable For The Public Sector - Reported Budget Perpetual	14485880	100000000	VALUE		1-Oct-17	30-Sep-20	56,264.31
PeopleSoft Enterprise Asset Management For Public Sector - Reported Budget Perpetual	14485880	100000000	VALUE		1-Oct-17	30-Sep-20	48,190.43
PeopleSoft Enterprise General Ledger For The Public Sector- Reported Budget Perpetual	14485880	100000000	VALUE		1-Oct-17	30-Sep-20	80,233.47
PeopleSoft Enterprise Purchasing For Public Sector - Reported Budget Perpetual	14485880	100000000	VALUE		1-Oct-17	30-Sep-20	88,307.35

Program Technical Support Fees: USD   272,995.56

Program Technical Support Services							
Service Level:	**Software Update License & Support**						

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
Conversion Only - Ibm Was - Reported Budget Perpetual	14479860	125000000	USER		1-Oct-17	30-Sep-20	0.00
PeopleSoft Enterprise Financials Portal Pack - Reported Budget Perpetual	14479860	125000000	VALUE		1-Oct-17	30-Sep-20	11,431.05
PeopleSoft Enterprise HCM Portal Pack - Reported Budget Perpetual	14479860	125000000	VALUE		1-Oct-17	30-Sep-20	7,661.85
PeopleSoft Enterprise Interaction Hub - Reported Budget Perpetual	14479860	125000000	VALUE		1-Oct-17	30-Sep-20	26,693.19

Program Technical Support Fees: USD   45,786.09

Program Technical Support Services							
Service Level:	**Software Update License & Support**						

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
Micro Focus International Ltd. Net Express COBOL for Windows	14479062	3	USER		1-Oct-17	30-Sep-20	16,909.83

Program Technical Support Fees: USD   16,909.83

Program Technical Support Services	
Service Level:	**Software Update License & Support**

Support Service Number: P-96-613-14-000--11

RL_Specified_Agreement_v111516

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
PeopleSoft Enterprise Financials Portal Pack - Reported Budget Perpetual	14479860	25000000		FULL USE	1-Oct-17	30-Sep-20	1,963.81
PeopleSoft Enterprise HCM Portal Pack - Reported Budget Perpetual	14479860	25000000		FULL USE	1-Oct-17	30-Sep-20	659.70
PeopleSoft Enterprise Interaction Hub - Reported Budget Perpetual	14479860	25000000		FULL USE	1-Oct-17	30-Sep-20	4,556.72

Program Technical Support Fees: USD   7,180.23

Program Technical Support Services
Service Level: Software Update License & Support

Product Description	CSI #	Qty	License Metric	License Level / Type	Start Date	End Date	Price
PeopleSoft Enterprise Academic Advisement - Student Count Perpetual	14485882	4000		FULL USE	1-Oct-17	30-Sep-20	13,618.56
PeopleSoft Enterprise Admissions - Student Count Perpetual	14485882	4000		FULL USE	1-Oct-17	30-Sep-20	13,618.56
PeopleSoft Enterprise Campus Community - Student Count Perpetual	14485882	4000		FULL USE	1-Oct-17	30-Sep-20	13,618.56
PeopleSoft Enterprise Financial Aid - Student Count Perpetual	14485882	4000		FULL USE	1-Oct-17	30-Sep-20	13,618.56
PeopleSoft Enterprise Student Financials - Student Count Perpetual	14485882	4000		FULL USE	1-Oct-17	30-Sep-20	13,619.28
PeopleSoft Enterprise Student Records - Student Count Perpetual	14485882	4000		FULL USE	1-Oct-17	30-Sep-20	13,618.56

Program Technical Support Fees: USD   81,712.08

Total Price: USD   1,443,219.72

Plus applicable tax

Please note the following:
- If You have questions regarding the Service Details section of this ordering document, or believe that corrections are required, please contact Your Oracle Support Sales Representative identified on the first page of this ordering document.
- Please review Oracle's technical support policies, including the Lifetime Support Policy, before entering into this ordering document. Under Oracle's Lifetime Support Policy, the support level for an Oracle product, if applicable, may change during the term of the services purchased under this ordering document. If extended support is offered, an additional fee will be charged for such

support if ordered. If You would like to purchase extended support please contact Your Oracle Support Sales Representative identified on the first page of this ordering document.

- If Oracle accepts Your order, the start date set forth in the Service Details table above shall serve as the commencement date of the technical support services and the technical support services ordered under this ordering document will be provided through the end date specified in the table for the applicable programs and/ or hardware ("Support Period").
- If any of the fields listed in the Service Details table above are blank, then such fields do not apply for the applicable programs and/or hardware for which You are purchasing technical support services.

Support Service Number: P-96-613-14-000--11

TECHNICAL SUPPORT SERVICES TERMS

If the Customer and the Customer Quote To name identified in the General Information table above are not the same, ST Petersburg College (Board of Trustees) represents that Customer has authorized ST Petersburg College (Board of Trustees) to execute this ordering document on Customer's behalf and to bind Customer to the terms described herein. ST Petersburg College (Board of Trustees) agrees that the services ordered are for the sole benefit of Customer and shall only be used by Customer. ST Petersburg College (Board of Trustees) agrees to advise Customer of the terms of this ordering document as well as any communications received from Oracle regarding the services.

If the Customer and the Customer Bill To name identified in the General Information table above are not the same, Customer agrees that: a) Customer has the ultimate responsibility for payments under this ordering document; and, b) any failure of ST Petersburg College (Board of Trustees) to make timely payment per the terms of this ordering document shall be deemed a breach by Customer and, in addition to any other remedies available to Oracle, Oracle may terminate Customer's technical support service under this ordering document.

Technical support is provided under Oracle's technical support policies in effect at the time the services are provided. The technical support policies are subject to change at Oracle's discretion; however, Oracle will not materially reduce the level of services provided for supported programs and/or hardware during the period for which technical support has been paid, or for U.S. federal and public sector entities, the period for which services have been ordered. You should review the technical support policies prior to entering into this ordering document. The current version of the technical support policies may be accessed at http://www.oracle.com/us/support/policies/index.html.

The technical support services acquired under this ordering document are governed by the terms and conditions of the US-PS-TSSA-1527193 ("agreement"). Any use of the programs and/or hardware, which includes updates and other materials provided or made available by Oracle as part of technical support services, is subject to the rights granted for the programs and/or hardware set forth in the order in which the programs and/or hardware were acquired.

This ordering document incorporates the agreement by reference. In the event of inconsistencies between the terms contained in this ordering document and the agreement, this ordering document shall take precedence.

ORDER PROCESSING DETAILS

Your order is subject to Oracle's acceptance. Your order is deemed to be placed when You provide Oracle with details for payment (e.g., Your purchase order, Your check, or a credit card confirmation for the order as detailed below) or an executed Oracle Financing contract. Once placed, Your order shall be non-cancelable and the sums paid nonrefundable, except as provided in the agreement.

Please note that unless You are a U.S. federal government or public sector entity, if the pre-tax value of this ordering document is USD $2,000 or less, the technical support services ordered (i) must be paid by credit card; or (ii) You must renew Your support via the Oracle Store. Please contact Your Oracle Support Sales Representative for details regarding renewing Your support via the Oracle Store.

Technical Support fees are invoiced Quarterly in Arrears. All fees payable to Oracle are due within 30 NET from date of invoice.

Oracle will issue an invoice to You upon receipt of a purchase order or a form of payment acceptable to Oracle. If You are an U.S. federal government or public sector entity, Oracle will issue You an invoice quarterly in arrears after the services are performed. You agree to pay any sales, value-added or other similar taxes imposed by applicable law, except for taxes based on Oracle's income.

Unless you are an U.S. federal government entity, Oracle's invoice includes applicable sales tax, GST, or VAT (collectively referred to as "tax"). If ST Petersburg College (Board of Trustees) is a tax exempt organization and is not an U.S. federal government entity, a copy of ST Petersburg College (Board of Trustees)'s tax exemption certificate must be submitted with ST Petersburg College (Board of Trustees)'s purchase order, credit card or other acceptable form of payment.

Purchase Order
If the technical support services on this ordering document will be ordered and paid under a purchase order, the purchase order must be in a non-editable format (e.g., PDF) and include the following information:

- Support Service Number: P-96-613-14-000--11
- Total Price: USD 1,443,219.72 (excluding applicable tax)
- Local Tax, if applicable

In issuing a purchase order, ST Petersburg College (Board of Trustees) agrees that the terms of this ordering document and the agreement supersede the terms in the purchase order or any other non-Oracle document, and no terms included in any such purchase order or other non-Oracle document shall apply to the technical support services ordered under this ordering document.

Please e-mail or fax the purchase order to Oracle in accordance with the Remittance Details section below.

Check
If the technical support services on this ordering document will be ordered and paid by check, the check must include the following information:

- Support Service Number: P-96-613-14-000--11
- Total Price: USD 1,443,219.72 (excluding applicable tax)
- Local Tax, if applicable

In issuing a check, ST Petersburg College (Board of Trustees) agrees that only the terms of this ordering document and the agreement shall apply to the technical support services ordered under this ordering document. No terms attached or submitted with the check shall apply.

RL_Specified_Agreement_v111516

Please mail check payments in accordance with the Remittance Details section below.

Credit Card Confirmation
If the technical support services on this ordering document will be ordered and paid by credit card, please complete the information in this section and return it to Oracle in accordance with the Remittance Details section below. The credit card used to make payment must be valid for the entire support services term. Please note that Oracle is unable to process credit card transactions of USD $100,000 or greater or transactions that are not in USD.

_____
Credit Card Number

_____
Credit Card Type (Visa, MasterCard, AMEX)

_____
Expiration Date

_____
Billing Address (associated with Credit Card)

_____
City, State, and Zip (associated with Credit Card)

_____
Authorized Signature

_____
Name (as it appears on the credit card)

In issuing this credit card confirmation, ST Petersburg College (Board of Trustees) agrees that only the terms of this ordering document and the agreement shall apply to the technical support services ordered under this ordering document. No terms attached or submitted with the credit card confirmation shall apply.

Remittance Details
Purchase orders or credit card details for the technical support services ordered under this ordering document should be sent to:

Attn: Syed Basheeruddin
               Oracle Support Services
Fax:
E-mail: syed.basheeruddin@oracle.com

Checks for the technical support services ordered under this ordering document should be sent to:

AK, AZ, CA, HI, ID, NV, OR, UT, WA:

Oracle America, Inc
PO Box 44471
San Francisco, CA 94144-4471

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All Other States:

Oracle America, Inc
PO Box 203448
Dallas, TX 75320-3448

Support Service Number: P-96-613-14-000--11

September 19, 2017

M E M O R A N D U M

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, President

SUBJECT: Renewal of Contracts of Contractors for Construction Services,
Miscellaneous Contracts Collegewide

Approval is requested to renew the contracts for the seven pre-qualified contractors for small construction projects Collegewide.

At its August, 2015 meeting, the Board of Trustees approved the selection of the seven firms who had submitted qualified responses to a Request for Qualifications (RFQ) for miscellaneous projects up to a contract value not to exceed Category Five per FS 287.017, currently $325,000. To date, five of the seven firms have performed work under the contract, and this request is to extend the contracts for a third and final year.

The firms are: Certus Builders, Inc.; Hennessy Construction Services; Hodge Management; Integra Construction Group; J. Kokolakis Contracting, Inc.; Kenyon & Partners, Inc.; and Lema Construction.

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