

AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES June 19, 2018

EPICENTER MEETING ROOM (1-453)
13805 -58th STREET N.
CLEARWATER, FL

REGULAR MEETING: 9:00 AM

I. CALL TO ORDER

- A. Invocation
- B. Pledge of Allegiance

II. RECOGNITIONS

- A. Presentation of Retirement Resolutions and Motion for Adoption
 - 1. Patricia Matchette (*Not Attending*)
 - 2. James Pedicone (*Not Attending*)
 - 3. Alfred Misasi (*Not Attending*)
 - 4. Gene Ford (*Not Attending*)
 - 5. Carl Kallassy (*Not Attending*)
 - 6. Victoria Hayden (*Not Attending*)
 - 7. Pat Barbier (*Not Attending*)
 - 8. Edward Woodruff (*Not Attending*)
- B. Announcements
 - 1. Acting Dean, College of Nursing
 - 2. New Provost Downtown/Midtown Campus
 - 3. New Vice President, Student Affairs

III. COMMENTS

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

IV. REVIEW AND APPROVAL OF MINUTES

Board of Trustees' Meeting of May 15, 2018 (*Action*)

V. MONTHLY REPORTS

- A. General Counsel
- B. Special Counsel – Entry of Final Order [DOAH-Bright] (*Action*)

VI. STRATEGIC FOCUS AND PLANNING

- A. STUDENT SUCCESS AND ACADEMIC ACHIEVEMENT

1. Strategic Impact Plan – Dr. Jesse Coraggio, Vice President, Institutional Effectiveness and Academic Services and Dr. Sabrina Crawford, Executive Director, Institutional Research and Effectiveness (*Presentation/Action*)

B. BUDGET AND FINANCE

1. Monthly Budget Report – Ms. Janette Hunt, Associate Vice President, Budgeting and Compliance (*Presentation*)
2. FY 2018-2019 Operating Fund Budget Proposal – Mr. Brian Miles Vice President, Administrative/Business Services and Information Technology (*Presentation*)
3. Adoption of Operating and Capital Outlay Budget for Fiscal Year 2018-2019 (*Action*)

C. ADMINISTRATIVE MATTERS

1. Human Resources
 - a. Personnel Report (*Action*)
 - b. Health Insurance Request for Proposal Results– Ms. Michelle Manteiga, Acting Senior Manager, Benefits and Wellness (*Presentation*)
 - c. New Faculty Cohort Demographics/Recommendations 2018-2019 – Dr. Anne Cooper, Senior Vice President, Instruction and Academic Programs (*Presentation/Action*)

VII. CONSENT AGENDA

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

B. NEW BUSINESS

1. Workforce and Professional Development Curriculum Changes (*Action*)
2. Credit Curriculum Changes (*Action*)
3. GRANTS/RESTRICTED FUNDS CONTRACTS –
 - a. US Department of Justice, Preventing Violence Against Law Enforcement Officers and Ensuring Officer Resilience and Survivability (VALOR) (*Action*)
 - b. University of Central Florida, Center for Students with Unique Abilities – Florida Postsecondary Comprehensive Transition Program (FPCTP) – Consent Approval (*Action*)
 - c. Florida Department of Education—Tampa Bay Consortium College Reach Out Program (*Action*)

4. Construction
 - a. Student Success Center, St. Petersburg Gibbs Campus (*Action*)
 - b. Change Order #2, Project #677-A-13-6, Construct Marine Science Labs and Classrooms, Bay Pines Center (*Action*)
5. OTHER
 - a. Accounts Receivable Write-Off (*Action*)
 - b. Agreement with Sierra-Cedar, Inc. for PeopleSoft Upgrade Consulting Services (*Action*)
 - c. Agreement with Oracle America, Inc. to purchase and use Oracle Cloud Infrastructure (OCI) service (*Action*)
 - d. Funds Transfer Request (*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

August 21, 2018, Epi Center - Annual Organizational Meeting

XII. ADJOURNMENT

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

The purpose of the meeting is to provide highlights of the 2017-18 school year and to ask the governing board to approve the proposed budget for the 2018-19 school year so it can be submitted to the Pinellas County School District.

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting June 19, 2018, he or she will need a record of the proceedings. It is the obligation of such person to ensure a verbatim record of the proceedings is made, §286.0105, Florida Statutes.

Items summarized on the Agenda may not contain full information regarding the matter being considered. Further information regarding these items may be obtained by calling the Board Clerk at (727) 341-3241.

***No packet enclosure**

Date Advertised: June 8, 2018



Provost of Downtown/Midtown Centers

Dr. Tashika Griffith

- Since her arrival to the College, Dr. Tashika Griffith has served as the Associate Provost of the Allstate Center and most recently the Interim Provost and Associate Provost for the Downtown and Midtown Centers. Dr. Griffith is an engaging and strategic leader who is committed to serving SPC students, faculty and staff. She has over fifteen years of experience at both public and private higher education institutions and held previous roles within Student Affairs including Multicultural Affairs, Career Services, Student Activities and the Dean of Students Office. She is also a graduate of the 2018 Florida State College Chancellor's Leadership Seminar cohort and served on the national board of the Student Affairs Administrators in Higher Education (NASPA) Center for Women.
- Dr. Griffith received her bachelor's degree in English with a certification in ethnic studies from Florida Atlantic University and her master's degree in higher education and leadership policies from Virginia Polytechnic Institute and State University (Virginia Tech). She completed her doctoral degree in higher education administration from Northeastern University.





Vice President, Student Affairs

Dr. Jamelle Conner



- Dr. Conner is passionate about SPC - its students, faculty and staff. She is extremely knowledgeable in fostering leadership that creates an environment for student success, community engagement, and organizational strategy.
- Dr. Conner has extensive leadership experience in public and private sectors. At SPC, she has served as the Associate Vice President of Strategic Execution and Systems Support and Provost at the St. Petersburg Gibbs Campus.
- She holds a PhD in Leadership and Education with a specialization in Higher Education Administration from Barry University, an M.B.A. from the University of Tampa, and a bachelor's degree in Accounting and Computer Information Systems from Florida Southern College.
- She is a graduate of the 2010 Florida State College Chancellor's Leadership Seminar and served as an alumni participant for the 2012 Seminar cohort. She is also a 2017 graduate of Leadership SPC.
- She will begin her new role on July 1, 2018.

St. Petersburg College Board of Trustees Meeting May 2018 Budget Report

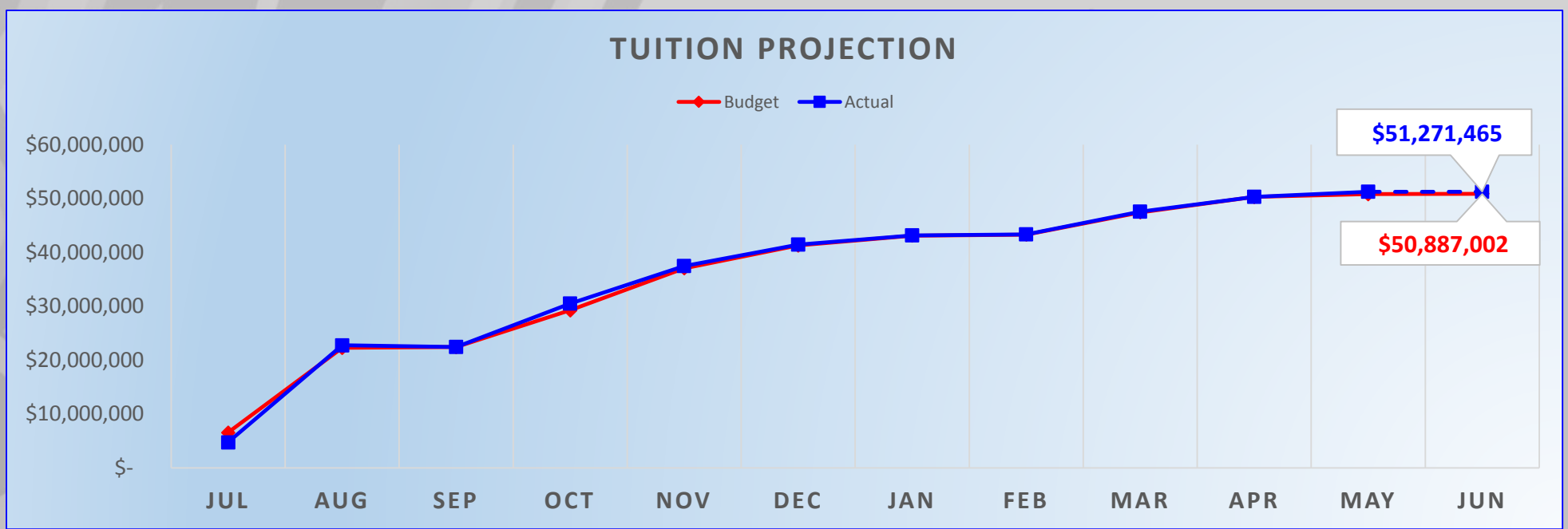
Janette Hunt
June 19, 2018





Report as of May 31, 2018

	Prior Year Budget	Prior Year Actual	Prior Year %	Budget	Actual	% of YTD
Revenue						
Student Tuition & Fees	\$ 68,364,047	\$ 63,139,679	92.4%	\$ 61,246,719	\$ 61,848,130	101.0%
State Funding	\$ 72,320,423	\$ 64,946,331	89.8%	\$ 71,793,706	\$ 64,235,439	89.5%
Other Revenues	\$ 5,397,200	\$ 4,636,614	85.9%	\$ 5,609,289	\$ 4,843,114	86.3%
Fund Transfers In	\$ 3,556,839	\$ 3,137,653	88.2%	\$ 3,782,619	\$ 3,080,331	81.4%
Reserves	\$ 4,464,452	\$ -	0.0%	\$ 1,825,000	\$ -	0.0%
Total Revenue	\$ 154,102,961	\$ 135,860,278	88.2%	\$ 144,257,333	\$ 134,007,014	92.9%





Report as of May 31, 2018

	Prior Year Budget	Prior Year Actual	Prior Year %	Budget	Actual	% of YTD
Personnel & Benefits						
Faculty	\$ 28,980,411	\$ 25,846,162	89.2%	\$ 26,776,489	\$ 24,799,087	92.6%
Administrative & Professional	\$ 26,069,342	\$ 22,464,261	86.2%	\$ 24,251,689	\$ 21,521,877	88.7%
Career Service (includes OT)	\$ 22,059,113	\$ 18,370,624	83.3%	\$ 19,951,011	\$ 17,601,510	88.2%
Adjunct/Supplemental	\$ 14,341,325	\$ 13,289,050	92.7%	\$ 13,549,064	\$ 12,862,912	94.9%
Other Personal Services (OPS)	\$ 2,896,867	\$ 1,856,382	64.1%	\$ 2,041,007	\$ 1,472,094	72.1%
Student Assistants	\$ 428,000	\$ 228,177	53.3%	\$ 428,000	\$ 285,023	66.6%
Health Insurance	\$ 11,854,771	\$ 13,715,661	115.7%	\$ 14,931,773	\$ 13,607,575	91.1%
Other Benefits	\$ 11,700,630	\$ 11,589,614	99.1%	\$ 11,280,323	\$ 11,283,536	100.0%
Total Personnel & Benefits	\$ 118,330,460	\$ 107,359,931	90.7%	\$ 113,209,356	\$ 103,433,615	91.4%
Current Expense						
Total Current Expense	\$ 32,341,920	\$ 24,524,077	75.8%	\$ 28,278,499	\$ 23,180,484	82.0%
Capital						
Total Capital	\$ 3,430,581	\$ 2,048,918	59.7%	\$ 2,769,478	\$ 1,926,211	69.6%
Total Operating	\$ 154,102,961	\$ 133,932,926	86.9%	\$ 144,257,333	\$ 128,540,310	89.1%
Balance	\$ -	\$ 1,927,352		\$ -	\$ 5,466,704	

**FY 2018 – 2019
Other Funds Budget**





Fund 3 Auxiliary Fund

St. Petersburg College	
FY18-19 Fund 3 Auxiliary Budget	
Revenues:	
Bookstore Commissions	\$ 1,812,519
Bookstore Textbook Credit Contribution	\$ 181,252
Food Services/Vending Commissions	\$ 132,054
Royalties-Ethics Textbook	\$ 48,000
Royalties-Excess Bandwidth	\$ 419,700
Pay For Print Sales	\$ 87,600
Seminole Library Rentals	\$ 43,000
Verizon Ground Tower Lease	\$ 55,496
Law Enforcement Applicant Screening	\$ 5,000
Interest	\$ 41,134
Student Success Reserves	\$ 574,451
Royalties-Ethics Textbook Reserves	\$ 52,000
Total Revenues	\$ 3,452,206

Expenses:	
Auxiliary Services Administrative Costs	\$ 137,000
Computer & Equipment Leases	\$ 86,000
Materials, supplies, misc. services	\$ 16,500
Total Expenses	\$ 239,500
Transfers Out to Other Funds:	
Operating Budget Fund	\$ 3,103,706
Scholarship Fund Mac J Williams	\$ 5,000
International Scholarships	\$ 104,000
Total Transfers Out to Other Funds	\$ 3,212,706
Total Expenses & Transfers	\$ 3,452,206
Excess of Revenues Over Expenses & Transfers	\$ -



Fund 3 Auxiliary Fund

\$3.1 M Transfer In Operating Fund

\$105K Senior Citizen Waivers

\$230K Student Assistants

\$300K Student Textbook Program

\$532K Enrollment Initiative & Community
Engagement Expense

\$1.9M Academic and Institutional Program Support

\$0 Balance



Fund 7 Capital Outlay Fund

\$39.5M Funding Available
(\$8.3M Capital Improvement Fees)

\$2.7M Construction Bond Payments

\$24M Major Construction Projects

\$4.6M Deferred
Maintenance/Infrastructure

\$1.5M Campus Projects & Misc. Expense

\$1.1M Internal Construction Personnel

\$5.3M Balance for Contingency

Questions



FY 2018 – 2019 Operating Fund Budget Proposal

Brian Miles

VP, Administrative/Business Services & IT





FY2018-2019 Revenue Budget Proposal

	FY2017-2018	FY2018-2019	
	Approved Budget	Proposed Budget	Difference
Revenue			
Student Tuition & Out-of-State Fees	\$ 61,246,719	\$ 61,499,889	\$ 253,170
State Funding	\$ 71,793,706	\$ 72,087,912	\$ 294,206
Other Revenues	\$ 5,609,289	\$ 5,187,048	\$ (422,241)
Fund Transfers In	\$ 3,782,619	\$ 3,103,706	\$ (678,913)
Reserves	\$ 1,825,000	\$ 1,000,000	\$ (825,000)
Total Revenue	\$ 144,257,333	\$ 142,878,554	\$ (1,378,779)

- More Favorable Enrollment Projection

- Shift from Florida College System to Lottery
- Performance Funding

- Reduce One-Time Revenue

- Decline in Book Store Sales

- Reduce Reserve Reliance



FY2018-2019 Expense Budget Proposal

	FY2017-2018	FY2018-2019	
	Approved Budget	Proposed Budget	Difference
Personnel & Benefits			
Instructional/Faculty-Full time	\$ 26,776,489	\$ 25,749,327	\$ (1,027,162)
Administrative & Professional	\$ 24,251,689	\$ 23,585,641	\$ (666,048)
Career Service (includes OT)	\$ 19,951,011	\$ 19,183,840	\$ (767,171)
Adjunct/Supplemental	\$ 13,549,064	\$ 13,142,592	\$ (406,472)
Other Personal Services (OPS)	\$ 2,041,007	\$ 2,019,316	\$ (21,691)
Student Assistants	\$ 428,000	\$ 428,000	\$ -
Health Insurance	\$ 14,931,773	\$ 14,423,171	\$ (508,602)
Other Benefits	\$ 11,280,323	\$ 11,827,326	\$ 547,002
Total Personnel & Benefits	\$ 113,209,356	\$ 110,359,214	\$ (2,850,142)
Current Expense			
Total Current Expense	\$ 28,278,499	\$ 29,739,704	\$ 1,461,205
Capital			
Total Capital	\$ 2,769,478	\$ 2,779,636	\$ 10,158
Total Operating	\$ 144,257,333	\$ 142,878,554	\$ (1,378,779)
Balance	\$ -	\$ -	\$ -

- Monitor Personnel Expense Ratio
- Analyze Health Insurance

- Increase Florida Retirement System (FRS)

- Upgrade Student System


Questions



June 19, 2018

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Dr. Tonjua Williams, President 

SUBJECT: Fiscal Year 2018-2019 College General Operating, Capital Outlay, Student Activities, Auxiliary, and Scholarship Budgets with Tuition and Fees

The FY18-19 operating budget proposal continues to strengthen St. Petersburg College's efforts to support its pillar commitments; promote academic excellence, workforce mobility, and community engagement.

Approval is sought for the College's Operating and Capital Outlay Budget for Fiscal Year 2018-2019.

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

Fund 1 General Operating Budget - The College's General Operating Budget is based on the 2018-2019 General Appropriations Act (House Bill 2500).

Pursuant to state rule 6A-14.0716, the College must prepare a budget in such form as prescribed by the State Board of Education for the Current Unrestricted Fund. A copy of the budget approved by the College's Board of Trustees shall be submitted to the Chancellor, as designee of the Commissioner of Education, by June 30 or on a later date established by the Chancellor. In accordance with Florida statutes (1011.30), this operating budget must be approved by the College's Board of Trustees prior to the submission to the Department of Education (DOE). Any future revisions to this operating budget must be presented to and approved by the Board.

Fund 7 Capital Outlay Budget – The FY2018-2019 College Capital Outlay budget of \$39.5M provides for college-wide facility and technology infrastructure maintenance, and major building project funding.

In accordance with Florida statute 1013.61, this Capital Outlay budget must be approved by the College's Board of Trustees. The capital needs are presented in the attached summary as proposed expenditures from the capital budget funding sources detailed.

Student Fees per Credit Hour would be modified as follows:

Lower Division Credit Programs

	2017-2018 Fees	2018-2019 Fees	% Change
Florida Residents			
Tuition Fee	\$80.94	\$80.94	
Student Activity & Service Fee	7.63	7.63	
Financial Aid Fee	4.04	4.04	
Technology Fee	4.04	4.04	
Capital Improvement Fee (CIF)	15.10	15.10	
Tuition and Fees	\$111.75	\$111.75	0.0%
Non-Residents			
Tuition Fee	\$80.94	\$80.94	
Out-of-State Fee	242.97	242.97	
Student Activity & Services Fee	7.63	7.63	
Financial Aid Fee	16.20	16.20	
Technology Fee	16.20	16.20	
Capital Improvement Fee (CIF)	22.96	22.96	
Tuition and Fees	\$386.90	\$386.90	0.0%

Post-Secondary Adult Vocational Non-Credit Programs

	2017-2018 Fees	2018-2019 Fees	% Change
Florida Residents			
Tuition Fee	\$68.60	\$68.60	
Technology Fee	3.43	3.43	
Capital Improvement Fee (CIF)	3.43	3.43	
Total Registration Fees	\$75.46	\$75.46	0.0%
Non-Residents			
Tuition Fee	\$68.60	\$68.60	
Out-of-State Fee	205.82	205.82	
Technology Fee	13.72	13.72	
Capital Improvement Fee (CIF)	13.72	13.72	
Total Registration Fees	\$301.86	\$301.86	0.0%

Upper Division Credit Programs

	2017-2018 Fees	2018-2019 Fees	% Change
Florida Residents			
Tuition Fee	\$91.79	\$91.79	
Student Activity & Services Fee	9.18	9.18	
Financial Aid Fee	4.59	4.59	
Technology Fee	4.59	4.59	
Capital Improvement Fee (CIF)	12.55	12.55	
Tuition and Fees	\$122.70	\$122.70	0.0%
Non-Residents			
Tuition Fee	\$91.79	\$91.79	
Out-of-State Fee	275.53	275.53	
Student Activity & Services Fee	9.18	9.18	
Financial Aid Fee	18.37	18.37	
Technology Fee	18.37	18.37	
Capital Improvement Fee (CIF)	12.55	12.55	
Tuition and Fees	\$425.79	\$425.79	0.0%

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

Fund 2 Student Activities Budget - The FY2018-2019 College-wide Student Activities Budget is \$5.7M. It includes \$1.0M distributed across the campus' Student Government Associations (SGA) for budget development. This budget is reviewed and approved by the President.

Fund 3 Auxiliary Budget – The FY2018-2019 College-wide Auxiliary Budget is \$3.5M. It includes \$3.1M to support expenses in the Fund 1 General Operating Budget.

Fund 5 Scholarship Budget – The FY2018-2019 College-wide Scholarship Budget is \$62.3M. It includes \$58.1M in Federal and State financial aid, \$2.2M in scholarships funded by the Student Financial Aid Fee, and \$1.9M in Foundation and other scholarships.

Brian Miles, Vice President, Administrative/Business Services & Information Technology recommend approval.

Attachment

St. Petersburg College
FY18-19 Fund 1 Operating Budget

Revenue	FY17-18 Budget	FY18-19 Budget
Student Tuition & Out-of-State Fees	\$ 50,887,002	\$ 50,779,769
State Appropriation - FCS	\$ 53,548,581	\$ 51,475,043
State Appropriation - Lottery	\$ 14,231,049	\$ 16,598,793
Performance Funding	\$ 3,514,076	\$ 3,514,076
Learning Support Access Fee	\$ 1,639,890	\$ 1,607,832
Distance Learning Fee	\$ 3,526,830	\$ 3,995,700
Technology Fee	\$ 2,508,569	\$ 2,476,437
Lab Revenue Fees	\$ 1,592,067	\$ 1,575,099
Industry Certifications	\$ 500,000	\$ 500,000
Other Revenues	\$ 5,609,289	\$ 5,187,048
Other Student Fees	\$ 1,092,361	\$ 1,065,052
Fund Transfers In	\$ 3,782,619	\$ 3,103,706
Reserves	\$ 1,825,000	\$ 1,000,000
Total	\$ 144,257,333	\$ 142,878,554
Operating Costs		
	FY17-18 Budget	FY18-19 Budget
Personnel & Benefits		
Instructional/Faculty-Full time	\$ 26,776,489	\$ 25,749,327
Administrative & Professional	\$ 24,251,689	\$ 23,585,641
Career Service (includes OT)	\$ 19,951,011	\$ 19,183,840
Adjunct/Supplemental	\$ 13,549,064	\$ 13,142,592
Other Personal Services (OPS)	\$ 2,041,007	\$ 2,019,316
Student Assistants	\$ 428,000	\$ 428,000
Health Insurance	\$ 14,931,773	\$ 14,423,171
Other Benefits	\$ 11,280,323	\$ 11,827,326
Total Personnel & Benefits	\$ 113,209,356	\$ 110,359,214
Current Expense		
Travel	\$ 311,583	\$ 350,000
Repairs & Maint	\$ 886,195	\$ 931,034
Rental/Leases	\$ 140,050	\$ 22,322
Insurance (Non Health)	\$ 1,758,611	\$ 1,811,245
Utilities	\$ 5,260,407	\$ 5,527,258
Services and Fees	\$ 6,033,319	\$ 6,006,449
Scholarships/Fee Waivers	\$ 2,423,463	\$ 2,424,463
Materials and Supplies	\$ 4,476,333	\$ 4,693,926
Tech Expense/Licensing	\$ 2,594,386	\$ 3,695,983
Bad Debt/Unemployment	\$ 1,003,810	\$ 1,003,331
Other Current Expense	\$ 3,390,342	\$ 3,273,693
Total Current Expense	\$ 28,278,499	\$ 29,739,704
Capital Spending		
Computer Refresh Leases	\$ 2,379,879	\$ 2,390,037
Capital Purchases- Non-Recurring	\$ 389,599	\$ 389,599
Total Capital Spending	\$ 2,769,478	\$ 2,779,636
Total Operating Costs	\$ 144,257,333	\$ 142,878,554
Total Remaining Funds	\$ -	\$ -

**St. Petersburg College
FY18-19 Fund 2 Student Activities Budget**

Total Projected Student Activity Revenues	\$ 5,727,139
Less Budgeted Expenses:	
Annual Journal Entries	\$ 1,427,885
Student Determined Activities Distribution (25%)	\$ 1,048,340
Reserve (5%)	\$ 141,500
Budgeted Personnel (excluding annual journal entries and athletics personnel)*	\$ 1,272,168
Athletics (including personnel)	\$ 1,345,107
Non-Discretionary Campus Program Operating Expenses	\$ 301,744
Other Collegewide Operating Expenses	\$ 190,396
Total Budgeted Expenses	\$ 5,727,139
Surplus/Deficit	\$ -

**St. Petersburg College
FY18-19 Fund 5 Scholarship Budget**

Revenues:	
Student Financial Aid Fees Collected	\$ 2,237,190
Federal PELL and SEOG Grants	\$ 51,100,000
Various Florida State Scholarship Grants	\$ 7,000,000
Various SPC Foundation and Other Scholarship Grants	\$ 1,979,000
Total Revenues	\$ 62,316,190
Expenses:	
Student Incentive Grant Scholarships	\$ 1,409,190
Johnnie Ruth Clark Scholarships	\$ 358,642
SPC Presidential Scholarships	\$ 150,155
Fine Arts, Visual Art, Associate to Baccalaureate, Honors College, Misc. Scholarships	\$ 423,204
Total Financial Aid Fee Scholarships	\$ 2,341,190
Federal PELL & SEOG Grants Awarded	\$ 51,100,000
State of Florida Scholarships	\$ 7,000,000
Various SPC Foundation and Other Scholarships	\$ 1,875,000
Total Expenses	\$ 62,316,190
Surplus/Deficit	\$ -


St. Petersburg College	
FY18-19 Fund 3 Auxiliary Budget	
Revenues:	
Bookstore Commissions	\$ 1,812,519
Bookstore Textbook Credit Contribution	\$ 181,252
Food Services/Vending Commissions	\$ 132,054
Royalties-Ethics Textbook	\$ 48,000
Royalties-Excess Bandwidth	\$ 419,700
Pay For Print Sales	\$ 87,600
Seminole Library Rentals	\$ 43,000
Verizon Ground Tower Lease	\$ 55,496
Law Enforcement Applicant Screening	\$ 5,000
Interest	\$ 41,134
Student Success Reserves	\$ 574,451
Royalties-Ethics Textbook Reserves	\$ 52,000
Total Revenues	\$ 3,452,206
Expenses:	
Auxiliary Services Administrative Costs	\$ 137,000
Computer & Equipment Leases	\$ 86,000
Materials, supplies, misc. services	\$ 16,500
Total Expenses	\$ 239,500
Transfers Out to Other Funds:	
Operating Budget Fund	\$ 3,103,706
Scholarship Fund Mac J Williams	\$ 5,000
International Scholarships	\$ 104,000
Total Transfers Out to Other Funds	\$ 3,212,706
Total Expenses & Transfers	\$ 3,452,206
Excess of Revenues Over Expenses & Transfers	\$ -

St. Petersburg College				
FY18-19 Fund 7 Capital Outlay Budget				
	Capital Improvement Funds	State Appropriation Funds	Other Funds	Total Budget Projection
Projected Sources of Revenue				
Funds				
PECO Project (SPG Adm)	\$ -	\$ 3,500,000	\$ -	\$ 3,500,000
PY PECO Projects	\$ -	\$ 13,854,332	\$ -	\$ 13,854,332
PECO General Renovation/Remodel (186)	\$ -	\$ -	\$ -	\$ -
SODA General Renovation/Remodel (265)	\$ -	\$ 2,776,132	\$ -	\$ 2,776,132
PY SODA General Renovation/Remodel (265)	\$ -	\$ 3,249,683	\$ -	\$ 3,249,683
City of Seminole (Habitat Park)	\$ -	\$ -	\$ 29,375	\$ 29,375
Capital Improvement Fees - Discretionary	\$ 8,356,036	\$ -	\$ -	\$ 8,356,036
PY Capital Improvement Fees	\$ 5,102,990	\$ -	\$ -	\$ 5,102,990
Capital Outlay & Debt Service (CO&DS)	\$ -	\$ -	\$ -	\$ -
PY CO&DS	\$ -	\$ 1,350,893	\$ -	\$ 1,350,893
Other Misc. Sources	\$ -	\$ -	\$ 759,694	\$ 759,694
RaceTrac	\$ -	\$ -	\$ 483,797	\$ 483,797
Total Fund Sources	\$ 13,459,026	\$ 24,731,040	\$ 1,272,866	\$ 39,462,932
Projected Uses of Revenue				
Budgeted Personnel Salaries	\$ 656,479	\$ -	\$ -	\$ 656,479
Other Personnel	\$ 206,000	\$ -	\$ -	\$ 206,000
Employee Benefits - Retirement	\$ 54,225	\$ -	\$ -	\$ 54,225
Employee Benefits - FICA/Medicare	\$ 50,221	\$ -	\$ -	\$ 50,221
Employee Benefits - Health/Dental/Wellness	\$ 135,832	\$ -	\$ -	\$ 135,832
Total Personnel & Benefits	\$ 1,102,757	\$ -	\$ -	\$ 1,102,757
Major Construction				
St. Pete/Gibbs Student Success Center	\$ 2,482,110	\$ 18,617,977	\$ -	\$ 21,100,087
St. Pete/Gibbs Student Success Center (Reserve)	\$ 875,000	\$ -	\$ -	\$ 875,000
Seminole Chamber of Commerce Modular	\$ -	\$ -	\$ 500,000	\$ 500,000
Bay Pines Center	\$ 158,192	\$ 68,334	\$ -	\$ 226,526
Clearwater Library	\$ 1,169,663	\$ -	\$ 221,835	\$ 1,391,498
Midtown LEED Certification	\$ 20,742	\$ -	\$ -	\$ 20,742
Total Major Construction	\$ 4,705,707	\$ 18,686,311	\$ 721,835	\$ 24,113,853
Infrastructure Deferred Maintenance and Network				
Deferred Maintenance	\$ -	\$ 64,643	\$ -	\$ 64,643
Campus Infrastructure Projects	\$ 115,000	\$ 3,038,347	\$ -	\$ 3,153,347
Career Services Infrastructure	\$ -	\$ -	\$ -	\$ -
Technology Infrastructure Maintenance	\$ 1,391,255	\$ -	\$ -	\$ 1,391,255
Total Infrastructure Deferred Maintenance and Network	\$ 1,506,255	\$ 3,102,990	\$ -	\$ 4,609,245
Project Expense				
Allstate				
Fire Science Equipment (Tanks)	\$ 60,000	\$ -	\$ -	\$ 60,000
Skid Pad Surface	\$ -	\$ 23,417	\$ -	\$ 23,417
Florida Room Renovation	\$ -	\$ 48,080	\$ -	\$ 48,080
Misc. Maintenance and Ren/Rem	\$ -	\$ 5,000	\$ -	\$ 5,000
Bay Pines Center				
Bay Pines STEM Learning Center	\$ 63,865	\$ -	\$ -	\$ 63,865
Downtown-Midtown				
Career Center	\$ -	\$ 50,000	\$ -	\$ 50,000
EpiCenter/District Office				
Workforce STEM	\$ 116,000	\$ -	\$ -	\$ 116,000
Collaborative Labs	\$ 60,064	\$ -	\$ -	\$ 60,064
Campus & Academic Areas Refresh	\$ 25,000	\$ -	\$ -	\$ 25,000
Health Education Center				
NIP Project	\$ -	\$ 250,000	\$ -	\$ 250,000
Misc. Maintenance and Ren/Rem	\$ -	\$ 2,826	\$ -	\$ 2,826
Seminole				
Digitorium	\$ 50,000	\$ -	\$ -	\$ 50,000
City of Seminole (Habitat Park)	\$ -	\$ -	\$ 29,375	\$ 29,375
Pharmacy & Dental	\$ -	\$ -	\$ 37,859	\$ 37,859
St. Pete				
Library Study Rooms Renovation	\$ -	\$ 25,000	\$ -	\$ 25,000
Misc. Maintenance and Ren/Rem	\$ -	\$ 20,000	\$ -	\$ 20,000
Tarpon Springs				
Entrance/Exit	\$ -	\$ -	\$ 483,797	\$ 483,797
Agora Building Renovation	\$ -	\$ 100,000	\$ -	\$ 100,000
Major Campus Projects	\$ -	\$ -	\$ -	\$ -
Contingency	\$ 2,890,045	\$ 2,417,416	\$ -	\$ 5,307,461
Debt Service - Construction Obligations and Bonds				
JWB Payment	\$ 2,691,563	\$ -	\$ -	\$ 2,691,563
JWB Payment	\$ 187,770	\$ -	\$ -	\$ 187,770
Total Expenses	\$ 13,459,026	\$ 24,731,040	\$ 1,272,866	\$ 39,462,932
Remaining Funds	\$ -	\$ -	\$ -	\$ -

June 19, 2018

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Personnel Report

Approval is sought for the following recommended personnel transactions:

HIRE Budgeted Administrative & Professional			
Name	Title	Department/Location	Effective Date
Cheese, Antonia M	Acting, Artic Outreach Spec	Academic & Student Affairs EPI	4/23/2018 - 6/30/19
Dale, Jennifer C	Associate Provost	Associate Provost Office TS	5/7/2018 - 6/30/19
Carter, Julia L	Career & Academic Advisor	Counseling & Advisement CL	6/4/2018 - 6/30/19

TRANSFER/PROMOTION Budgeted Administrative & Professional			
Name	Title	Department/Location	Effective Date
Couch, Marie S	Career & Technical Educ Coord	Career Connections EPI	5/21/2018 - 6/30/19
Skryd, Jacqueline M	Chief of Staff	President Office DO	5/14/2018 - 6/30/19
Shultz, Kathleen G	ExecDir of Grants Development	Academic & Student Affairs EPI	5/14/2018 - 6/30/19

RENEWAL - ANNUAL Budgeted Administrative & Professional			
Name	Title	Department/Location	Effective Date
Bednarski, Julia	Nursing Skills Facilitator	Nursing HEC	7/1/18 - 6/30/19
Mortellaro, Denise A	Instructional Design Tech	Engineering Technology CL	7/1/18 - 6/30/19
Yeager, Gabriel H	Apprenticeship Empl. Recruiter	College of Computer & InfoTech SPG	7/1/18 - 6/30/19

RENEWAL - MODIFICATION Budgeted Administrative & Professional			
Name	Title	Department/Location	Effective Date
Neu, Frances	VP, Instit. Adv. & Ex. Dir. Foundation	Foundation DO	7/1/18 - 9/19/18
Reifler-Alessi, Linda	Reference & Instruction Librarian	Learning Resources SPG	7/1/18 - 12/31/18

HIRE Budgeted Career Service			
Name	Title	Department/Location	Effective Date
Isbell, Inna O	Accounting Support Specialist	Accounting Services EPI	5/5/2018
Perez, Yolanda	Administrative Svcs Assistant	Provost Office SPG	5/7/2018
De Laval, Maria L	Administrative Svcs Specialist	Humanities & Fine Arts SPG	4/21/2018
Vanderwerf, Kelley M	Administrative Svcs Specialist	Student Activities SPG	5/21/2018
Farren, William	Facilities Technician	Maintenance Services DO	5/21/2018
Baker, Semone S	Recruiter	Provost Office SPG	5/21/2018
Rodriguez-Maust, Helen E	Recruiter	Provost Office TS	5/21/2018
Williamson, Annelies C	Student Support Specialist	Associate Provost Office CL	5/15/2018

TRANSFER/PROMOTION Budgeted Career Service			
Name	Title	Department/Location	Effective Date
Westlund, Margo M	Accounting Support Specialist	Budgeting & Compliance DO	6/4/2018
Luke, Dean D	Administrative Svcs Specialist	Provost Office SE	5/21/2018
Kane, Jacquelyn J	Recruiter	Provost Office AC	6/18/2018

TRANSFER/PROMOTION Faculty			
Name	Title	Department/Location	Effective Date
Daniels, Amanda R	Chair, Nursing	Nursing HEC	5/14/2018

HIRE Temporary			
Name	Title	Department/Location	Effective Date
Glaros, Kalotina L	Adjunct Faculty	Baccalaureate Programs CL	5/14/2018
Cancel, Melissa J	Adjunct Faculty	Distance Learning TV SE	5/14/2018
Dave, Shivali K	Adjunct Faculty	Health Information Mgmt HEC	5/14/2018
Fouad, Emadelden	Adjunct Faculty	Mathematics SE	5/14/2018
Hartman, Laura E	Adjunct Faculty	Respiratory Care HEC	5/14/2018
Eubanks, Alecia C	Adjunct Faculty	Social & Behavioral Science SE	5/14/2018
Lazenbury, Quindara L	Adjunct Faculty, Bach	Baccalaureate Programs EPI	5/14/2018
Lopez, Sandra A	Adjunct Faculty, Bach	Baccalaureate Programs EPI	5/14/2018
Scott, Daniel J	Adjunct Faculty, Bach	Baccalaureate Programs EPI	5/14/2018
Walker, Jessica L	Adjunct Faculty, HTF Nursing	Dental Hygiene HEC	5/14/2018
Lowman, Jonathan L	OPS Career Level 1	Academic & Student Affairs TS	5/21/2018
Percival, Elsie M	OPS Career Level 1	Academic & Student Affairs HEC	5/7/2018
Sexton, Amanda	OPS Career Level 1	Academic & Student Affairs CL	5/21/2018
Shablouskaya, Volha	OPS Career Level 1	Academic & Student Affairs SE	5/21/2018
Delgado-Ovalles, Maria A	OPS Career Level 1	Learning Resources SPG	4/23/2018
Coffman, Sandra A	OPS Career Level 2	Admissions & Central Records DO	5/7/2018
Pinckney, Matthew T	OPS Career Level 2	College Reach Out Program DO	6/4/2018
Hester, Cody G	OPS Career Level 2	Learning Resources CL	6/4/2018
Benites Giron, Alejandra F	OPS Career Level 2	Leepa/Rattner Museum TS	6/4/2018
Karavas, Michael Y	OPS Career Level 2	Leepa/Rattner Museum TS	6/4/2018
Crkvencic, Emily M	OPS Career Level 2	Natural Science TS	6/4/2018
Kati, Elina	OPS Career Level 2	Natural Science TS	6/4/2018
Vanscoy, Alexander E	OPS Career Level 2	Natural Science TS	6/4/2018
Vasicek, Alan M	OPS Career Level 2	Natural Science TS	6/4/2018
Doyle, Nathan C	OPS Career Level 2	Provost Office CL	5/21/2018
Stanisic, Ana	OPS Career Level 2	Student Activities SE	5/21/2018
Richardson, Joshua A	OPS Career Level 5	Academic & Student Affairs HEC	5/7/2018
Clark, Rachael A	OPS Career Level 5	Learning Resources DT	6/4/2018
Haas, Eric T	OPS Career Level 5	Learning Resources DT	6/4/2018
Romero, Eric S	OPS Career Level 5	Provost Office HEC	5/21/2018
Chambers, Stacy R	OPS Professional	College Reach Out Program DO	6/4/2018
Pearson, Jeffrey A	Professional Trainer	Academic & Student Affairs DO	5/14/2018
Bindman, Daniel G	Professional Trainer	Criminal Justice AC	6/4/2018
Clague, Eric A	Professional Trainer	Criminal Justice AC	6/4/2018
Gettmann, Karl D	Professional Trainer	Criminal Justice AC	5/21/2018
Szymanski, Jacek	Professional Trainer	Criminal Justice AC	5/21/2018
Carter, John-Colby T	Professional Trainer	Emergency Medical Services HEC	6/4/2018
Lindau, Christopher H	Professional Trainer	Emergency Medical Services HEC	6/4/2018
Takach, Kaylie B	Professional Trainer	Emergency Medical Services HEC	6/4/2018
Walker, David M	Professional Trainer	Emergency Medical Services HEC	6/4/2018

TRAVEL OUTSIDE THE CONTINENTAL UNITED STATES			
Name	Title	Department/Location	Effective Date
Gorham, Tricia	Instructor	Vet Tech	12/07/2018 - 12/22/2018

Destination: Fitzroy Island, Australia

The purpose of this trip is to lead SPC students on a study abroad program to Australia. A total of ten (10) students are enrolled in the program and will receive credit in ATE 2947 Work Practicum V, a requirement for the Veterinary Technology AS degree. The College will benefit by providing an educational opportunity for students to earn college credits while providing a cultural experience through the study abroad program.


Estimated cost to the College is \$4,068.11.

Brian Miles, Vice President, Administrative/Business Services & Information Technology and Carol Sumter, acting Executive Director of Human Resources bringing the actions forward, recommend approval.

ND06052018

June 19, 2018

MEMORANDUM

TO: Board of Trustees St. Petersburg College
FROM: Tonjua Williams, President 
SUBJECT: Workforce and Professional Development – Non-Credit Programs

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

Workforce and Professional Development, Information & Innovative Technology: Added three new courses to expand online and hybrid offerings in response to industry and workforce development agencies.

- NWT0800 CompTIA Network+ Certification Online
- NWT0801 CompTIA Security + Certification Online
- GTS0100 Introduction to GIS (Geographic Information Systems)

Workforce and Professional Development, Lifelong Learning: Changed one course to update curriculum with a new instructional provider and increased fee. Lifelong Learning is part of the Workforce Institute's Non-Credit Curriculum. This is not part of any degree program or credit program of SPC.

- AAP0637 Retirement Planning Today

Workforce and Professional Development, Lifelong Learning: Changed three courses to streamline and consolidate the curriculum under one course number and increase the contact hours.

- AAP0200 Trauma Awareness Training
- AAP0201 Resiliency During Trauma (deactivated)
- AAP0202 Trauma Informed Practices (deactivated)