

AGENDA

ST. PETERSBURG COLLEGE BOARD OF TRUSTEES February 20, 2024

ST. PETERSBURG COLLEGE
Tarpon Springs Campus
600 Klosterman Rd
Tarpon Springs, FL

SPECIAL MEETING: 9:00 A.M.

I. CALL TO ORDER

- A. Invocation
- B. Pledge of Allegiance

II. RECOGNITIONS

- A. Presentation of Retirement Resolutions
 1. Ms. Mary Bellomo (*Attending*)
- B. SPC Spotlights
 1. Welcome United Kingdom Presidents:
 - Mr. Tony Medhurst, Hertford Regional College
 - Ms. Gill Worgan, West Herts College

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 January 16, 2024 (*Action*)

V. MONTHLY REPORTS

- A. General Counsel

VI. STRATEGIC FOCUS

- A. STUDENT SUCCESS AND ACADEMIC ACHIEVEMENT
 1. Student Life and Leadership Legislative Trip 2024 – Dr. Rod Davis, Provost, Tarpon Springs Campus, Angel Torres, Tarpon Springs Campus Student and Gabriel Munoz, Clearwater Campus Student (*Presentation*)
 2. Fall and Winter 2023 Success Rate and Spring 2024 Student Profile – Dr. Jamelle Conner, Vice President, Student Affairs and Dr. Matthew Liao-Troth, Vice President, Academic Affairs (*Presentation*)

B. BUDGET AND FINANCE

1. Annual Financial Health of the College – Ms. Janette Hunt, Vice President, Finance and Business Operations, Mr. Mike Meigs, Associate Vice President, Business and Financial Services, Ms. Melanie Kielich, Grant Management Specialist, Dr. Gretchen Mullin-Sawicki, Executive Director of Grant Development and Dr. Hector Lora, Associate Vice President Budgeting (*Presentation*)

VII. CONSENT AGENDA

A. OLD BUSINESS (items previously considered but not finalized)

B. NEW BUSINESS

1. ADMINISTRATIVE MATTERS

- a. Human Resources
 - i. Personnel Report (*Action*)
- b. Proposed Academic Calendar (*Action*)

2. GRANTS/RESTRICTED FUNDS CONTRACTS

- a. National Science Foundation – Ocean Technology Program—Future Blue Economy Workforce Conference (*Action*)
- b. National Science Foundation - Improving Undergraduate STEM Education (IUSE): Innovation in Two-Year College STEM Education (ITYC) Track 2 (*Action*)
- c. Nuts, Bolts & Thingamajigs - Manufacturing Summer Camp (*Action*)

3. BIDS, EXPENDITURES, CONTRACTS OVER \$325,000

- a. Crown Castle, Inc.--Wide Area Network and Internet Services (*Action*)
- b. Barnes & Noble College Booksellers, LLC—Agreement Renewal (*Action*)
- c. Extension of D2L Brightspace Contract for LMS Migration (*Action*)
- d. AspirEDU Contract (*Action*)
- e. Instructure Canvas-- Learning Management System Contract (*Action*)
- f. Florida Department of Military Affairs, Florida National Guard Counterdrug Program – Multijurisdictional Counterdrug Task Force Training (MCTFT) (*Informational*)

4. CAPITAL OUTLAY, MAINTENANCE, RENOVATION, AND CONSTRUCTION

- a. Request to advertise for a Construction Manager at Risk Services for the Palladium Theater Concert Hall Renovation (*Action*)
- b. Request to advertise for continuing contract services for architectural, engineering, and construction management firms (*Action*)

5. OTHER

- a. Use of College Facilities by the Direct Support Organizations (*Action*)

VIII. INFORMATIONAL REPORTS

A. Direct Support Organization

1. Institute for Strategic Policy and Solutions (*Information*)
2. St. Petersburg College Foundation (*Information*)

B. Palladium at St. Petersburg College (*Information*)

C. Leepa Rattner Museum of Art (*Information*)

D. Fiscal Year 2023-2024 College General Operating Budget Report with Tuition Revenue (*Information*)

IX. PRESIDENT'S REPORT

X. NEXT MEETING DATE AND SITE

March 19, 2024, SPC Seminole Campus, Conference Center

XI. ADJOURNMENT

If any person wishes to appeal a decision made with respect to any matter considered by the Board at its meeting February 20, 2024, 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: February 9, 2024

United Kingdom Presidential Visit



Tony Medhurst
Hertford Regional College



Gill Worgan
West Herts College



Student Life & Leadership Legislative Tallahassee Trip 2024

Rod Davis, Provost Tarpon Springs Campus
Angel Torres, Tarpon Springs Campus Student
Gabriel Munoz, Clearwater Campus Student





Trip Highlights/Photos

- Students from all campuses
- Group Photo Capital Building
- Capital Tour
- SPC FL. Senate Floor Recognition
- Capital Observatory and Gallery
(22nd Floor)





Legislative Meetings



Senator Darryl Rouson

Senator Nick DiCeglie



Representative Linda Chaney
District: 61 Pinellas County

Representative Lindsay Cross
District: 60 Pinellas County





Students Perspectives



Student: *Angel Torres*
Campus: *Tarpon Springs Campus*



Student: *Gabriel Munoz*
Campus: *Clearwater Campus*



Questions?





Fall and Winter Success Rates Spring 2024 Student Profile

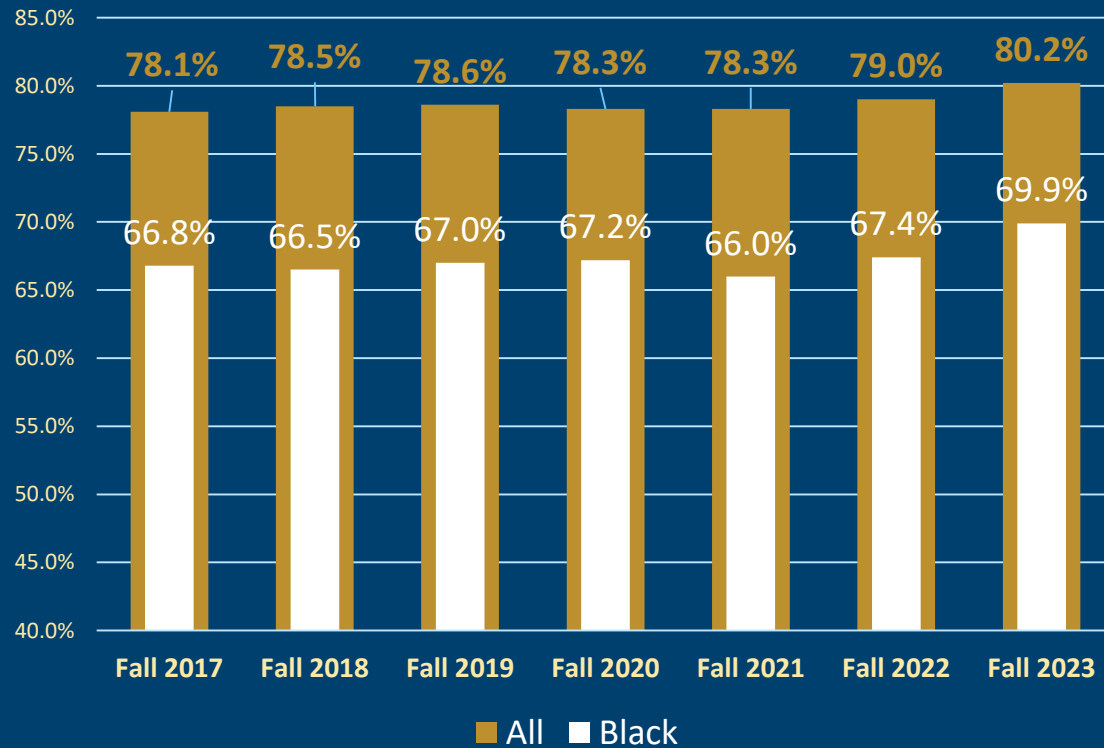
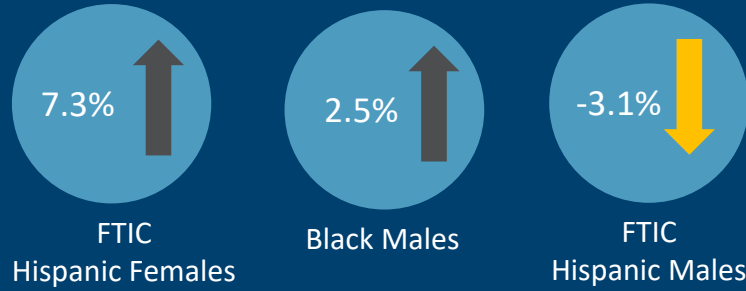
Dr. Jamelle Conner, Vice President, Student Affairs

Dr. Matthew Liao Troth, Vice President, Academic Affairs

February 20, 2024



Fall 2023 Preliminary Success Rates



The Story of Top 15 Course Success Modality and Session Type

Religion

BEST IN

8W1 Courses

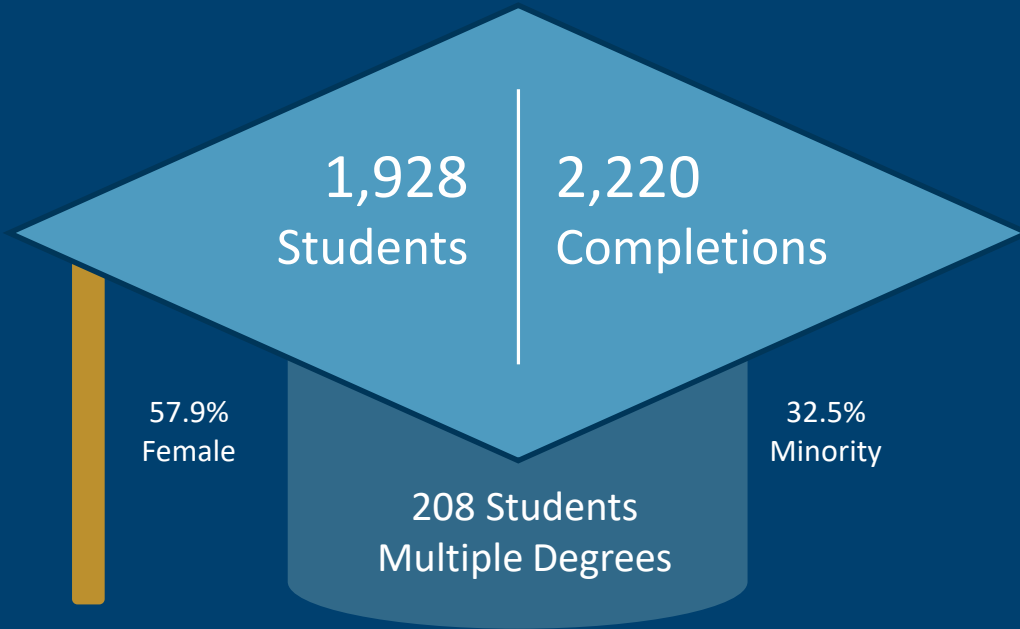
Math Live Online & Online

NEEDS SUPPORT

Gateway courses



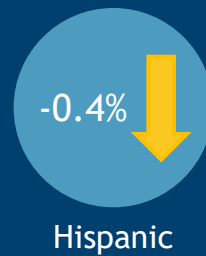
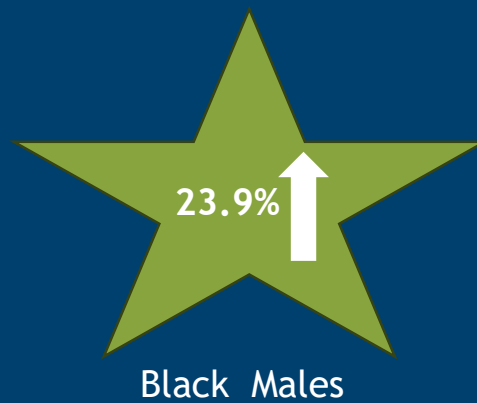
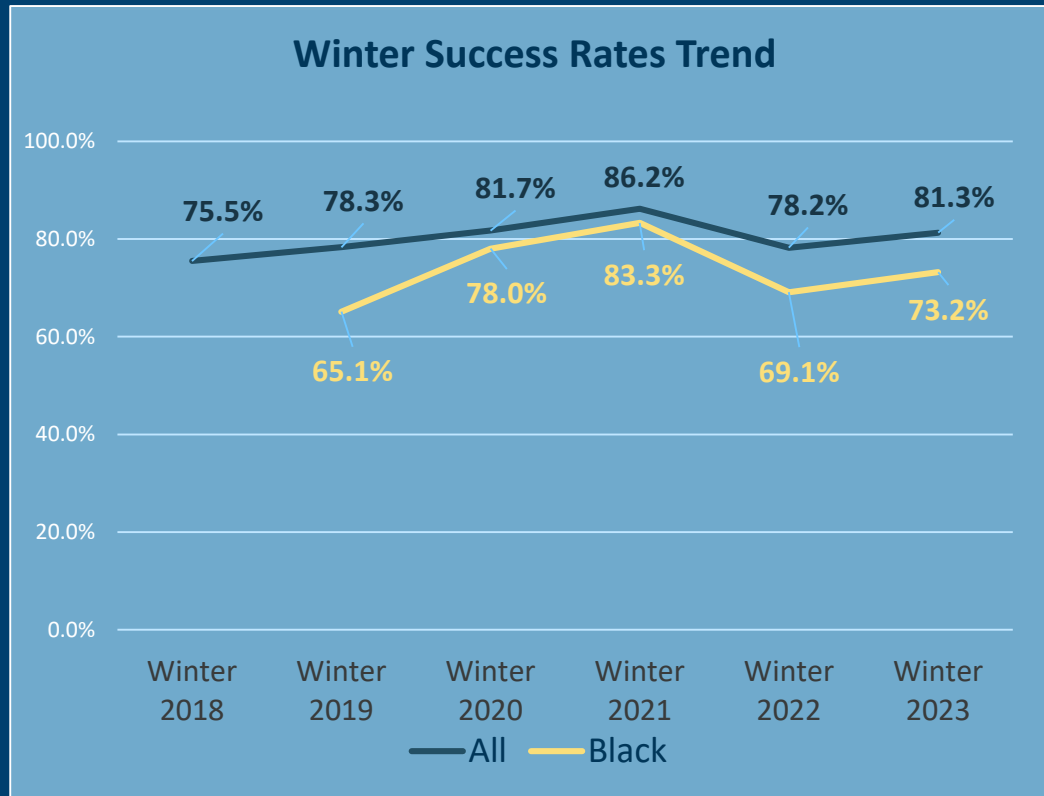
Fall 2023 Graduates



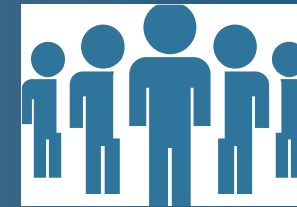


Student Success Next Steps

- Spending Plan request to purchase LiveOnline Lightboard set ups to continue to improve our synchronous course success and delivery.
- Deans are reviewing 12W courses, especially Gateway courses to see which areas need to be addressed or should be removed from this session type.
- Our Learning Resources Team is expanding its Peer Mentoring program to support students in Gateway courses.
- AA Transfer students are a large focus of our Better Jobs, Better Lives initiative. This includes creating a new SLS1301 course focused on getting PCS students aware of job/degree connection and on a path starting in High School.

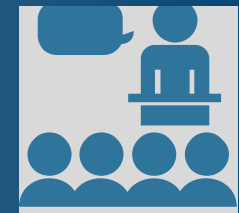


Spring Enrollment Impact



↑ 48 (850)
Headcount

2,442 SSH



Males
29.0%

Females
66.8%

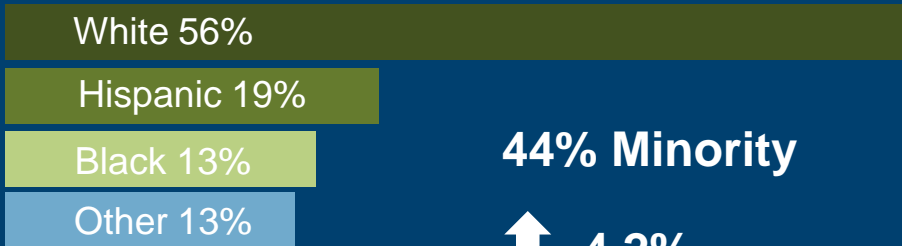


Spring 2024 Student Profile

Degree Enrollment



Race/Ethnicity



44% Minority

↑ 4.2% Increase

Budget Tuition Goals

98.5%
Spring Final 2023

101.8%
Spring 2024

16%
Dual Enrollment

26
Average Age

6%
Full-time Increase

66%
Work

25%
Have Children



3 in 5 students are women

Modality

56%

F2F/Blended/
Live Online

44%

Online Only



Enrollment Management Outcomes

Communication Plan (ongoing)

- Inquiry to Application
- Application to Enrollment
- Titan Live Webinars
- Previous Dual Enrollment Students
- Event Attendees
- Admissions Checklist Complete, Not Enrolled
- Admissions Checklist Complete, Application Fee not Paid
- Courses in Shopping Cart and not Enrolled
- SPC included on FASFA but not Enrolled

First Time Titan (FTT) Fall Orientation Outcomes

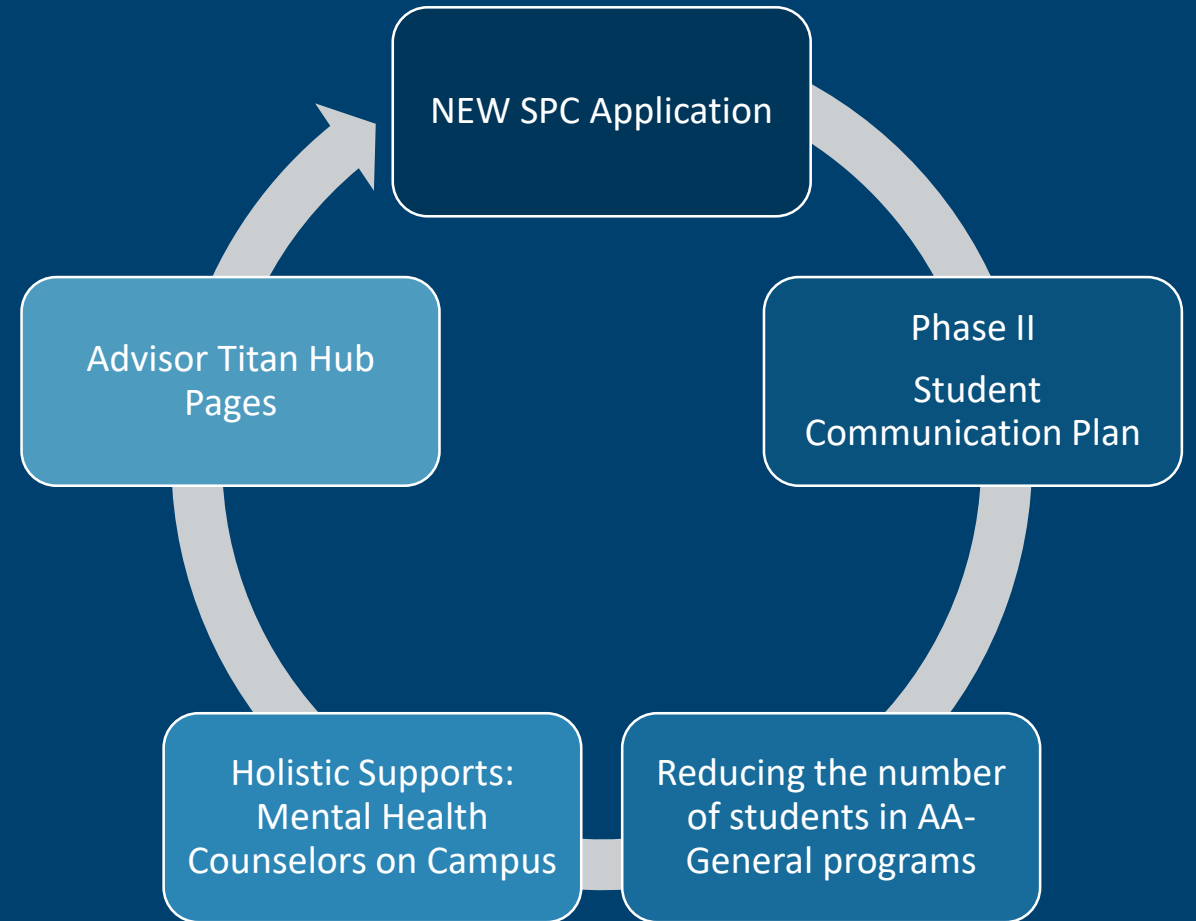
79% success rate compared to **64%** for students who did not attend FTT

89% enrolled in Spring 2024 compared to **75%** for students who did not attend FTT

- In 2023, the Recruitment team went to **439** events and interacted with **38,000+** people
- **+7%** in applications for 2023
- **+12%** in applications in our Poverty Zones
- **86%** of SPC Promise students persisted to Spring 2024
- First Day of Term Enrollment
 - New Students: **+9%** in Headcount and SSH
 - FTIC **+7%** in Headcount and **+6%** SSH
 - Readmit Students: **+9%** in Headcount and **+11%** SSH
- Signature Spring Enrollment Recruitment Events
 - SPC Spooktacular
 - 500+ attended
 - Spring into Enrollment
 - 150+ attended
- Signature Fall Enrollment Recruitment Events
 - Next Stop, SPC (February & March)
 - Explore, SPC (April)
 - Online and on-campus
 - Get it Done (July)



Next Steps





QUESTIONS ?



St. Petersburg College Board of Trustees Annual Financial Health of the College

Janette Hunt - VP, Finance & Business Ops

Mike Meigs - AVP, Finance, Accounting, Bus Service

Melanie Kielich - Grant Management Specialist

Dr. Gretchen Mullin-Sawicki - Executive Director of Grant Development

Dr. Hector Lora - AVP, Budgeting & Strategic Planning

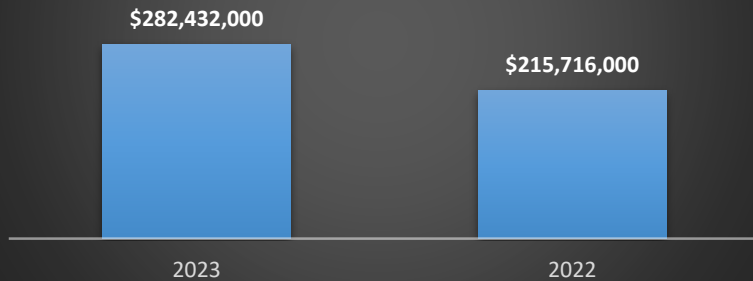


February 20, 2024

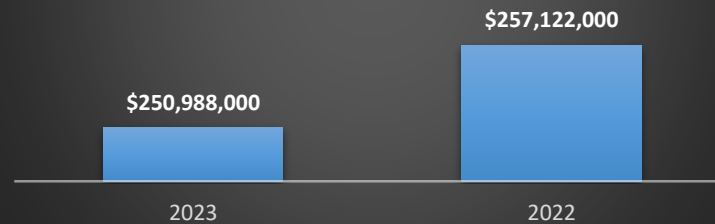


Report as of June 30, 2023

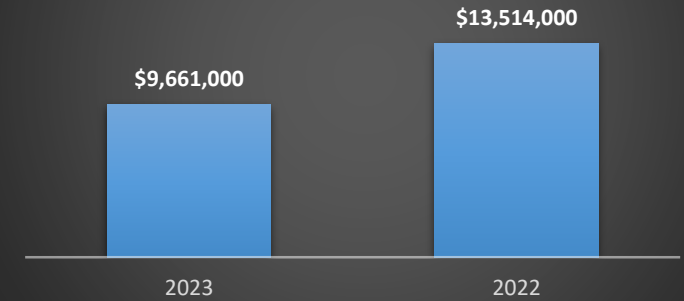
Total Net Position



Net Capital Assets

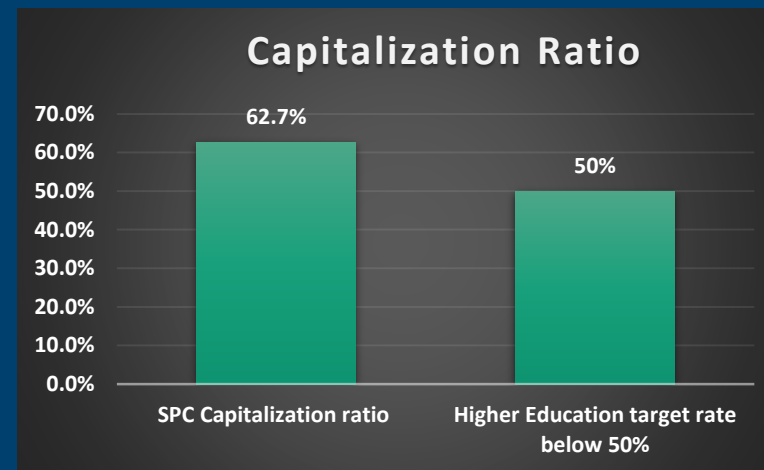
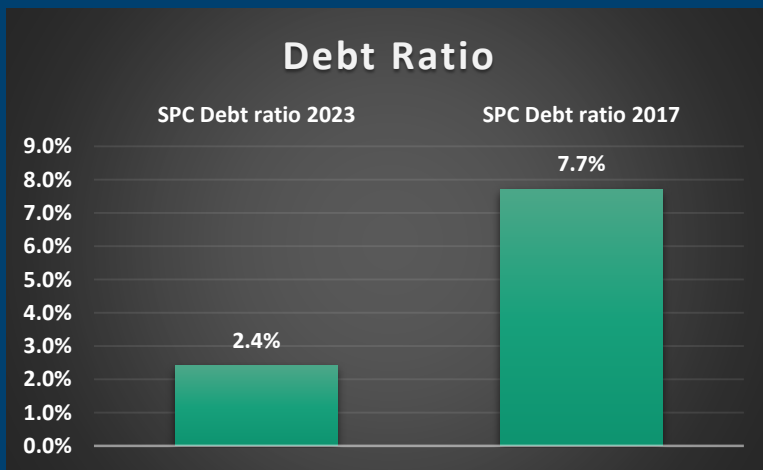
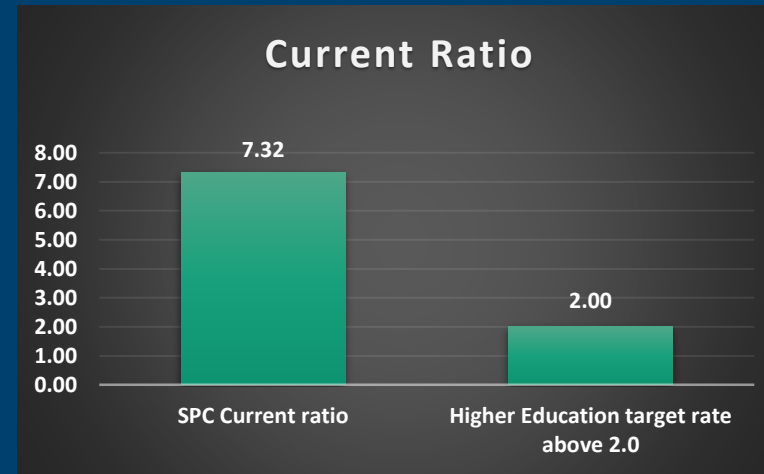
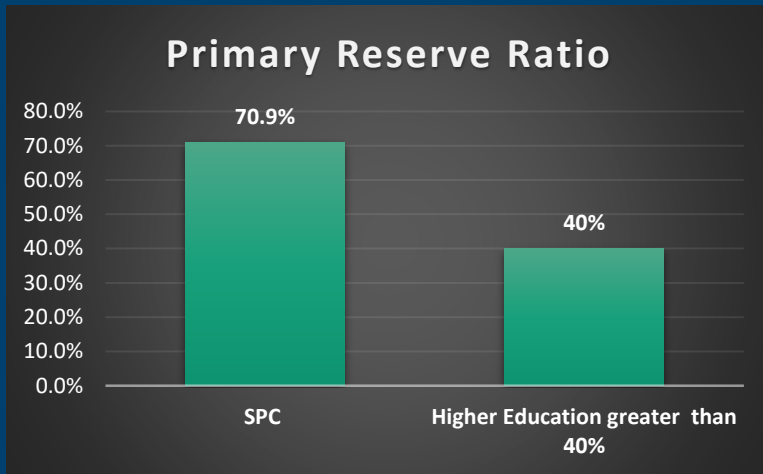


Debt Administration



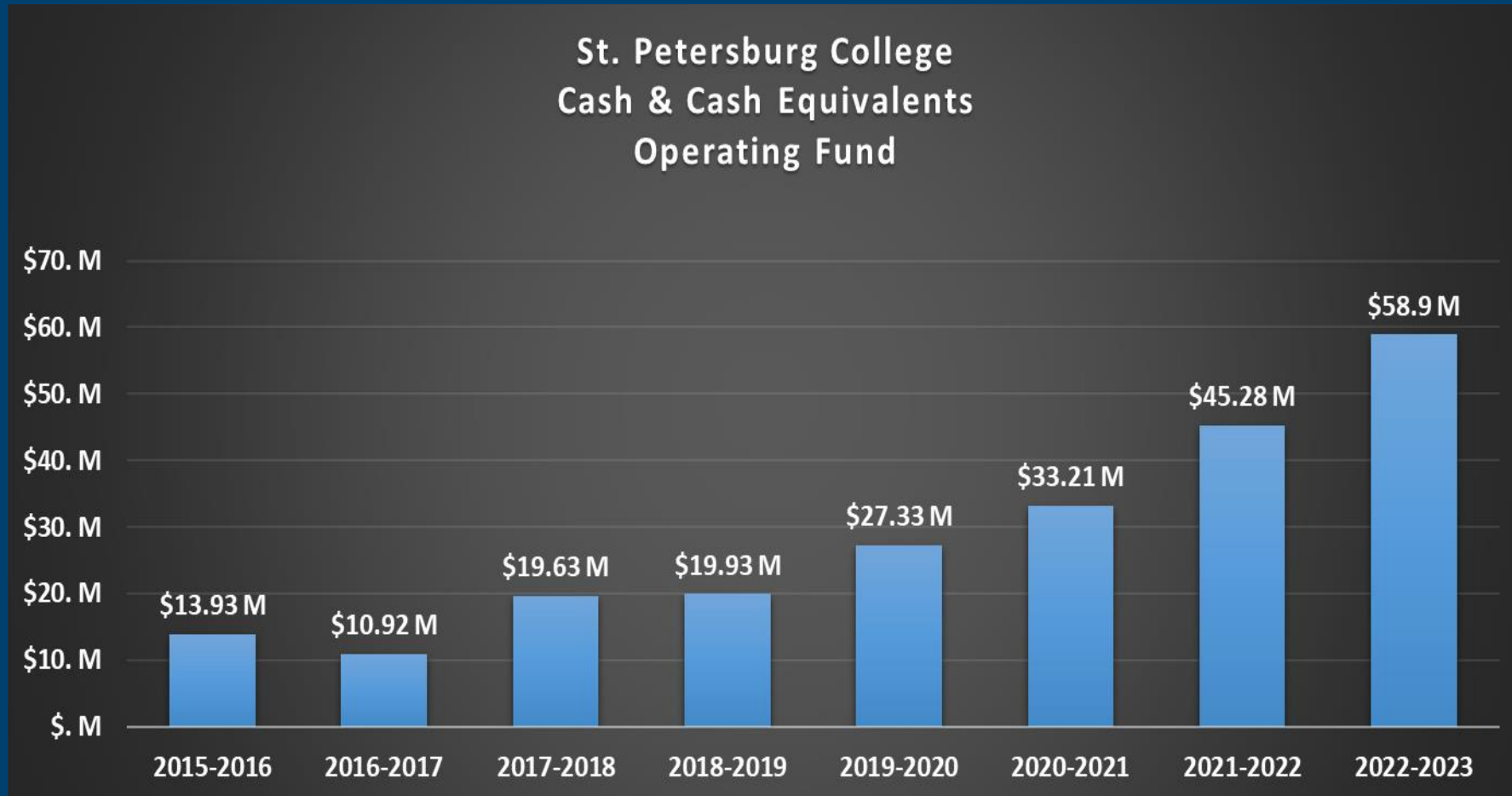


Key Performance Indicators (KPI) as of June 30, 2023





Cash Flow





Fund Balances- Other

- ❖ **Capital Outlay Fund Balance \$75.1M**
- ❖ **Student Activities Fund Balance \$3.7M**
- ❖ **Auxiliary Services Fund Balance \$5.7M**

Functional Allocations

2023-2024



\$179.6M

Budget

\$82.52M

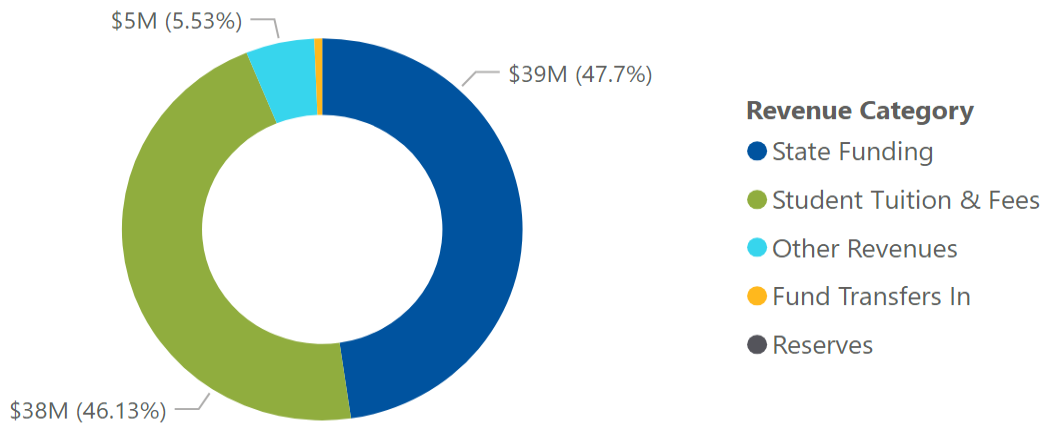
Revenues

Fiscal Year

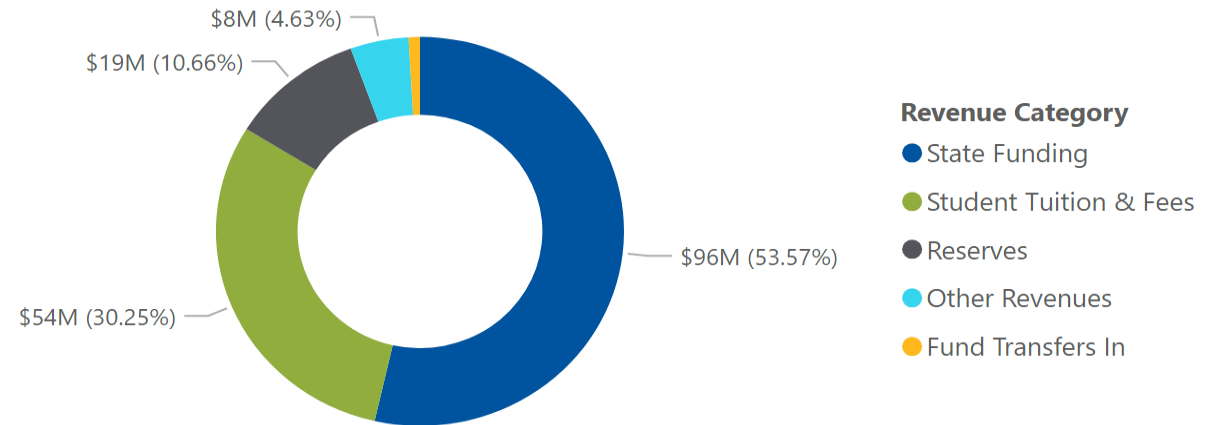
2023-2024

Revenue Category	Budget	Actuals	YTD
State Funding	\$96,184,765	\$39,365,014	40.93%
Student Tuition & Fees	\$54,321,149	\$38,066,496	70.08%
Reserves	\$19,140,000	\$0	0.00%
Other Revenues	\$8,304,325	\$4,565,195	54.97%
Fund Transfers In	\$1,600,000	\$525,746	32.86%
Total	\$179,550,239	\$82,522,451	45.96%

Actuals by Revenue Category



Original Budget by Revenue Category



Functional Allocations

2023-2024

SPC St. Petersburg College



\$179.6M

Budget

\$81.56M

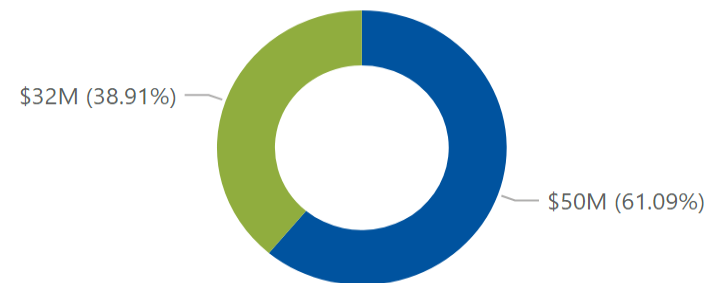
Expenses

Fiscal Year

2023-2024



Actuals by Department Function Category

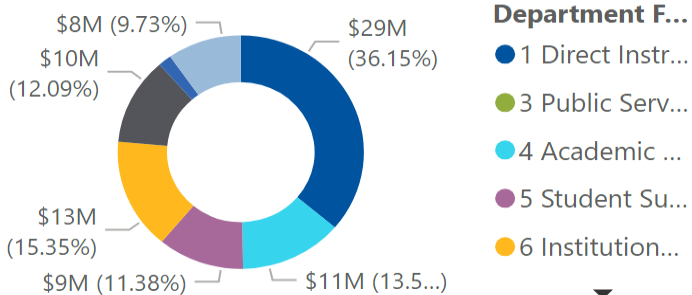


● 1. Instructional Functions ● 2. Administrative Functions

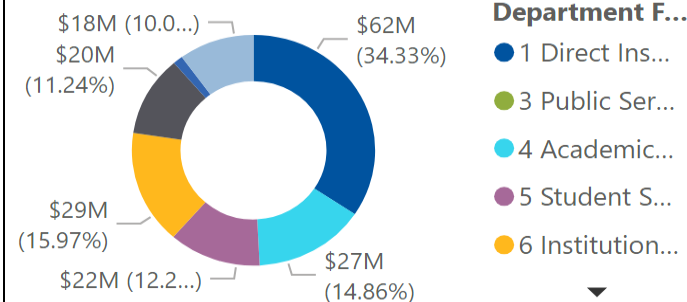
Budget vs . Actuals by Department Function

Department Function	Budget	Actuals	Used
1 Direct Instruction	\$61,647,786	\$29,486,430	47.83%
3 Public Service	\$0	\$0	NaN
4 Academic Support	\$26,674,788	\$11,049,794	41.42%
5 Student Support	\$22,017,747	\$9,284,366	42.17%
6 Institutional Support	\$28,672,383	\$12,515,574	43.65%
7 Physical Plant Operation and Maintenance	\$20,183,666	\$9,861,885	48.86%
8 Student Financial Assistance	\$2,341,848	\$1,424,797	60.84%
9 Contingency, Transfers, etc.	\$18,012,021	\$7,935,129	44.05%
Total	\$179,550,239	\$81,557,974	45.42%

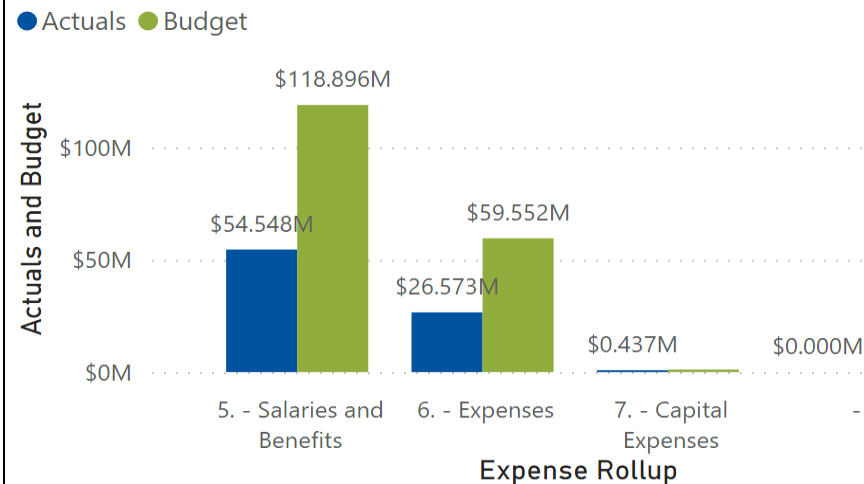
Actuals by Department Function



Expense Budget by Department Function



Actuals and Budget by Expense Rollup



Functional Allocations

2023-2024



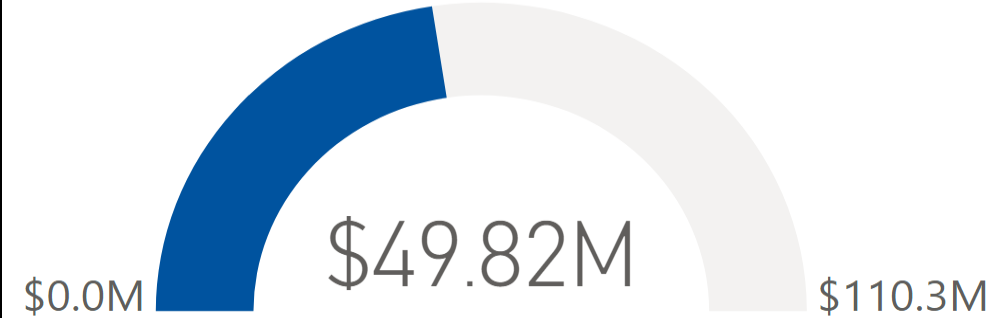
Budget vs . Actuals by Department Function

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3 Public Service	\$0	\$0	NaN
4 Academic Support	\$26,674,788	\$11,049,794	41.42%
5 Student Support	\$22,017,747	\$9,284,366	42.17%
Total	\$110,340,322	\$49,820,590	45.15%

Fiscal Year

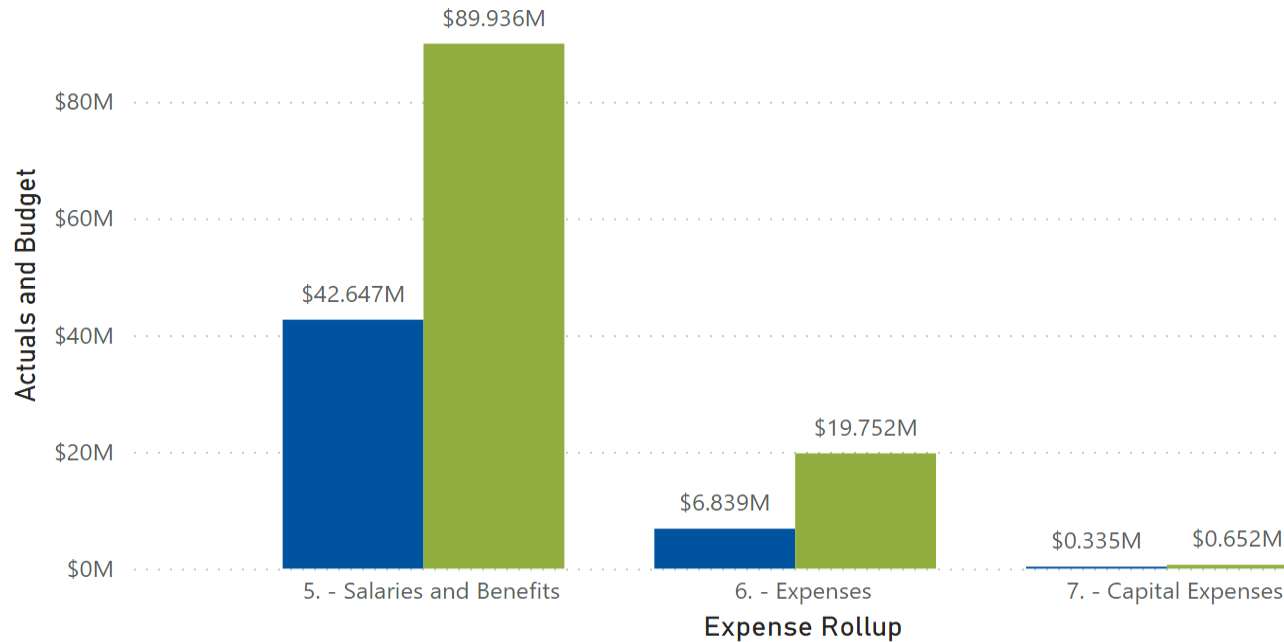
2023-2024

Actuals and Budget

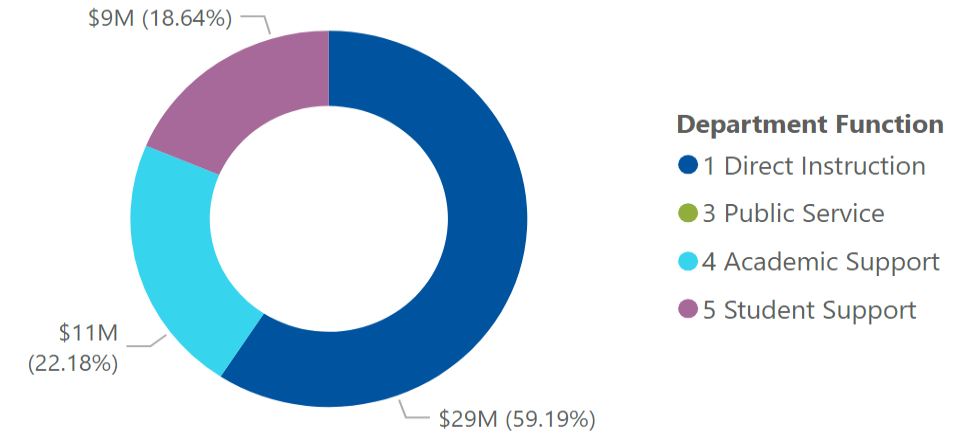


Actuals and Budget by Expense Rollup

● Actuals ● Budget



Actuals by Department Function



Functional Allocations

2023-2024



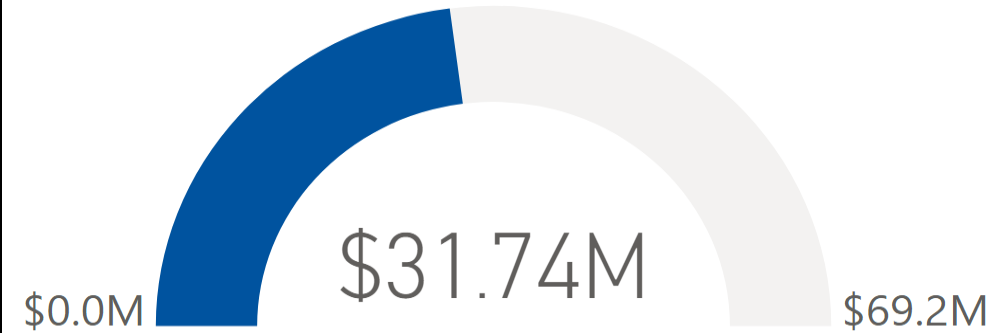
Budget vs . Actuals by Department Function

Department Function	Budget	Actuals	Used
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7 Physical Plant Operation and Maintenance	\$20,183,666	\$9,861,885	48.86%
8 Student Financial Assistance	\$2,341,848	\$1,424,797	60.84%
9 Contingency, Transfers, etc.	\$18,012,021	\$7,935,129	44.05%
Total	\$69,209,918	\$31,737,384	45.86%

Fiscal Year

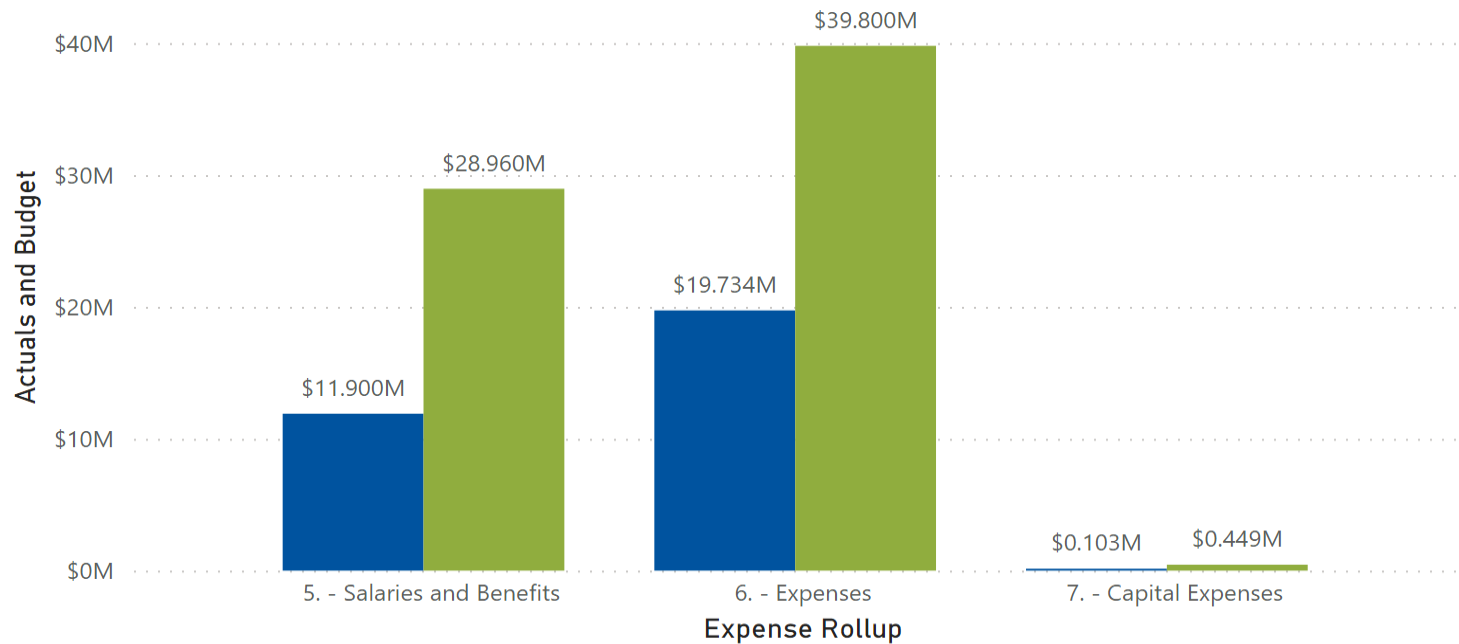
2023-2024

Actuals and Budget

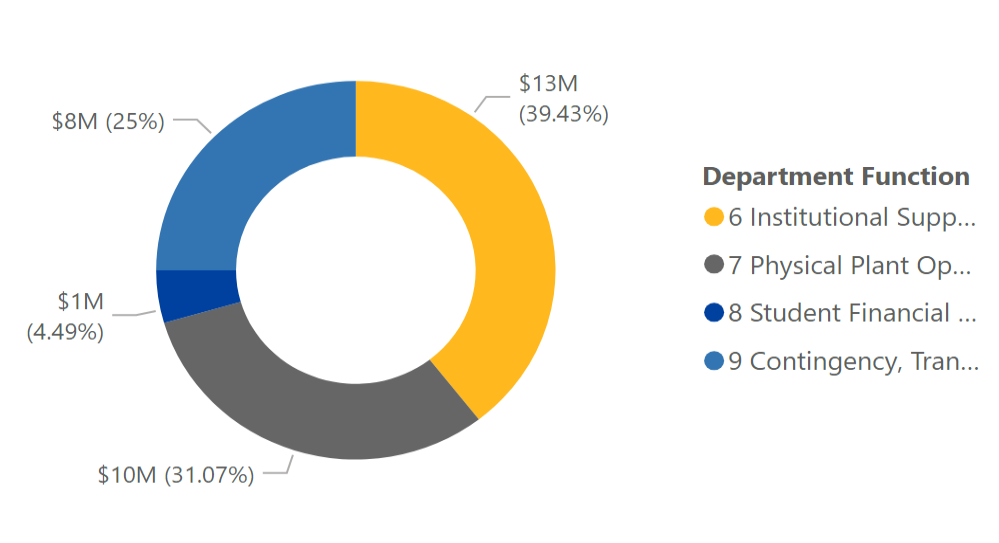


Actuals and Budget by Expense Rollup

● Actuals ● Budget



Actuals by Department Function



Functional Allocations

2023-2024



Fiscal Year

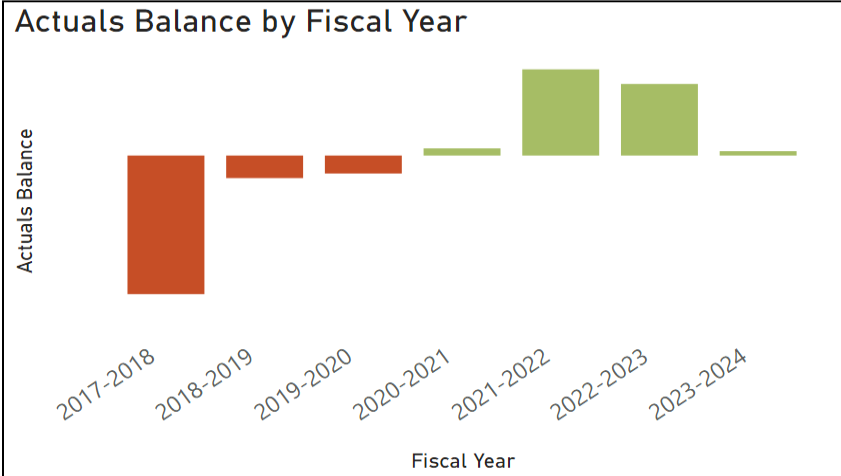
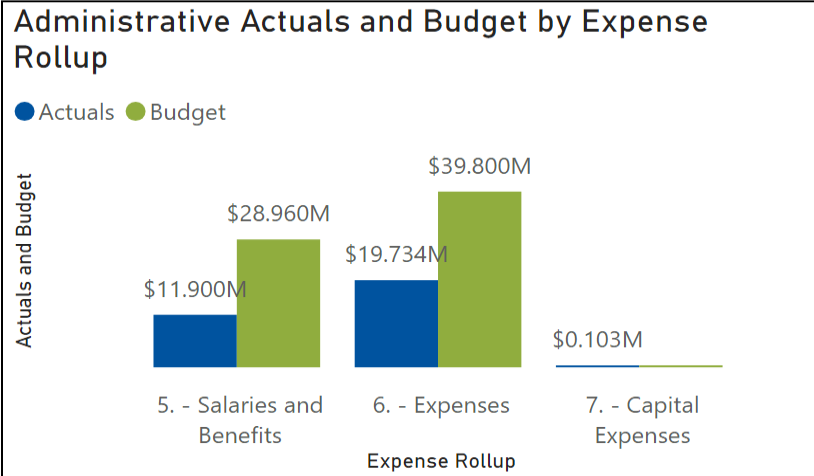
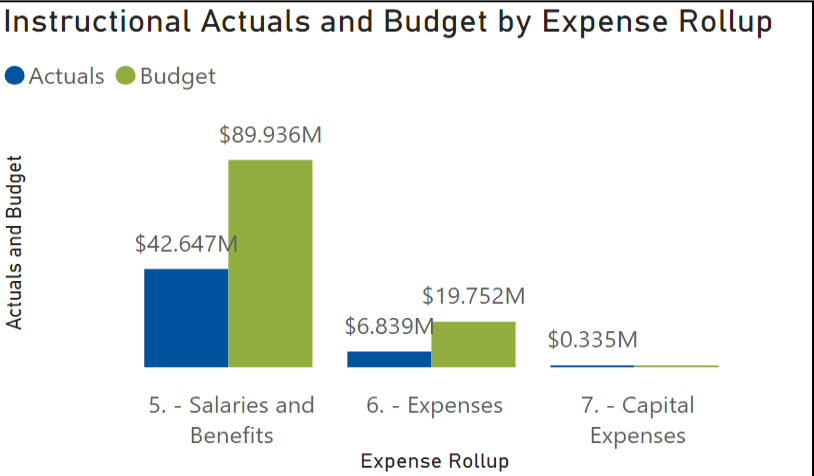
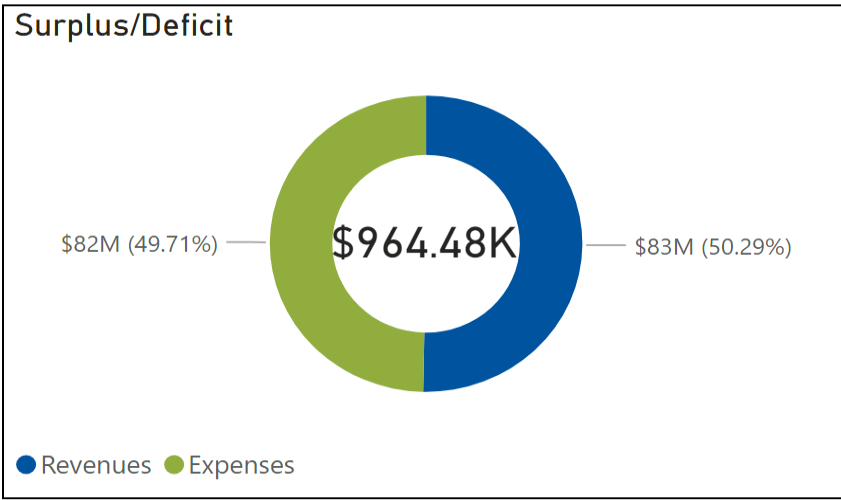
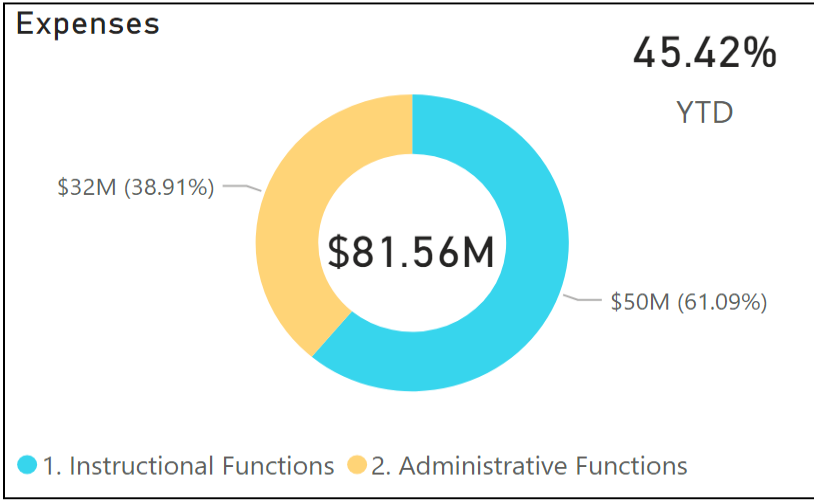
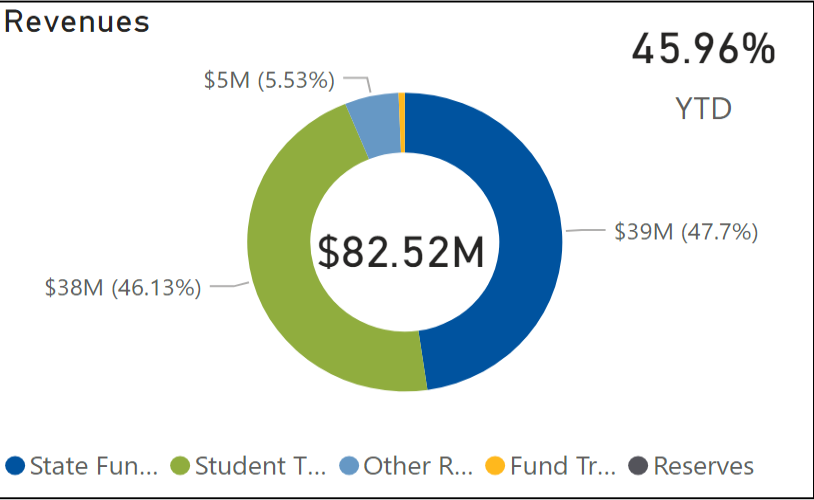
2023-2024

Budget Supervisor

All

Fund Department Site Description

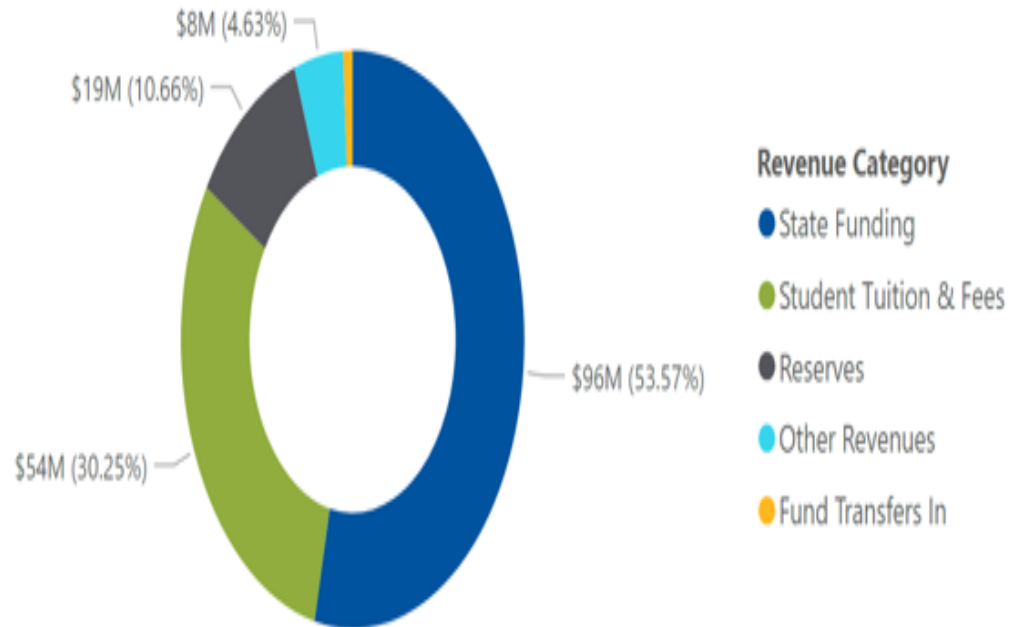
All



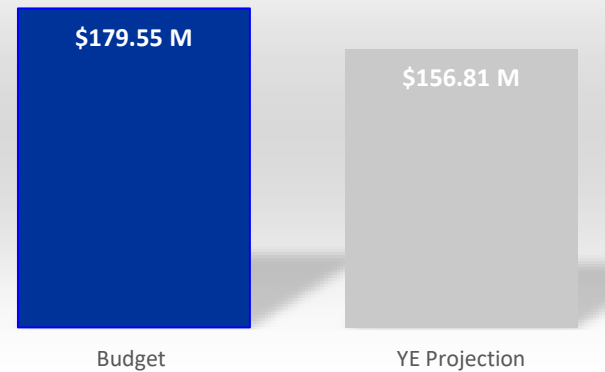


FY 23/24 Year-end Projections

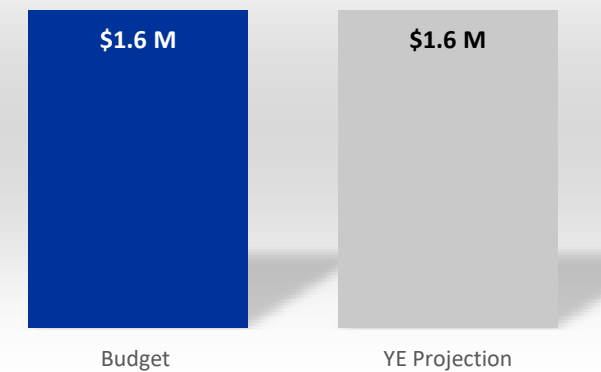
Original Budget by Revenue Category



Revenue



Funds Transfer In



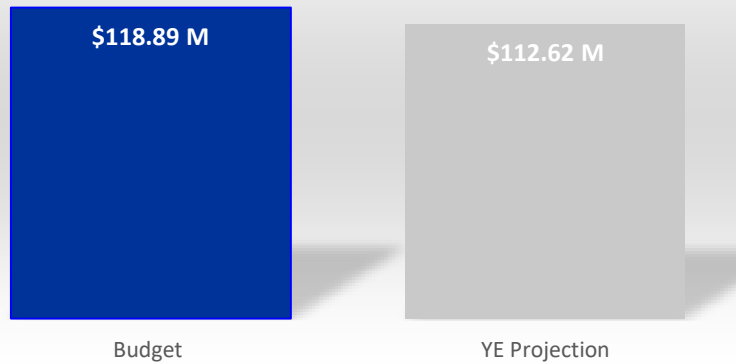
- Tuition and Fees 5% Decrease
- State Funding
- Other Revenue

- Auxiliary Funding
- Bookstore Commissions
- Vending Commissions
- Royalties



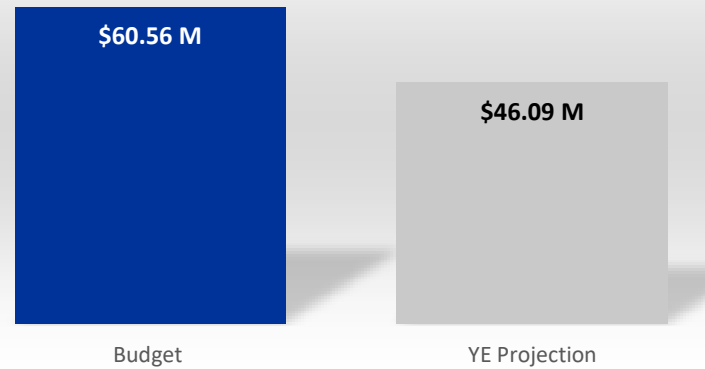
FY 23/24 Year-end Projections

Personnel & Benefits



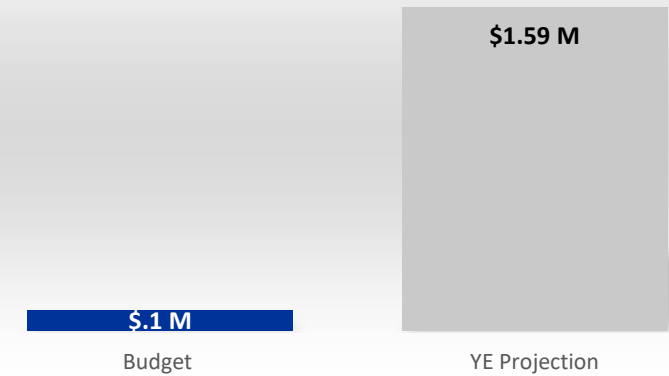
- Vacant Positions

Current Expenses



- Materials and Supplies
- Repair & Maintenance
- Travel
- Other Current expense

Capital

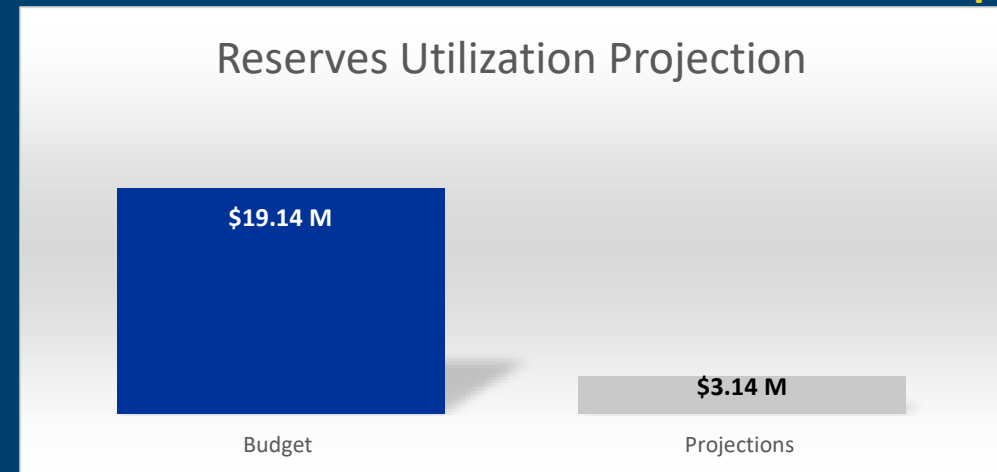
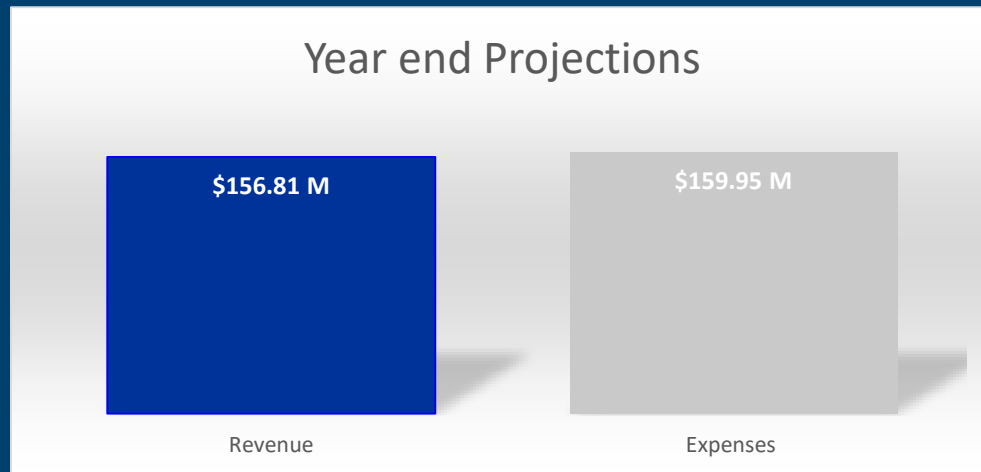




FY 23/24 Year-end Projections

	Budget	Year End Projection	%
Revenue	\$ 179,550,239	\$ 156,811,363	87.3%
Expenses	\$ 179,550,239	\$ 159,948,838	89.1%
	\$ -	\$ (3,137,475)	

❖ **Spending Plan Approved Transfer to Capital Fund**





What Have We Done

**Solidified Facilities
Master Plan & Real
Estate Strategy**

**Implemented
Development of
Enterprise Performance
Management (EPM)**

**Hosted 2nd Vendor
Supplier Development
event**

**Strengthened Operating
Cash Flow**

**Continued focus on
SPC's overall financial
viability indicators**



What's Next

**Strategic Planning
Support & Alignment**

**Facilities Master Plan
Implementation**

**Three-Year Financial
Plan**

**Investing into the Future
of SPC**



Higher Education Emergency Relief Funds (HEERF)



HEERF Committee Members

- Melanie Kielich, Grant Management Specialist (Chair)
- Hector Lora, AVP, Budget & Strategic Exec
- Mike Meigs, AVP, Accounting Business & Financial Services
- Djuan Fox, Associate Dean, Instruction & Academic Programs
- Belinthia Berry, Dean, Workforce Development
- Chris Harvey, Executive Director, Acad. Tech & Student Success
- Tom Kelley, Executive Director, Compliance
- Rod Davis, Provost, Tarpon Springs
- Jonathan Barnes, Chair, Humanities & Fine Arts
- Pat Rinard, VP, Information Technology
- Steven Moody, Director, Tech Support Services
- *Misty Kemp, Executive Director, Retention Services*
- *Katie Shultz, Executive Director, Grants Development*
- *Rod Wheaton, AVP, Facilities, Planning, & Institutional Services*
- **Accounting Services**
Vonda Woods, Nicole Brown, Vicky Thomann, Julie Kanyuck, Tammie Calvert
- **Financial Aid Services**
Mike Bennett, Todd Smith, Wayne Krueger, Lee Ann Wolfenden, Tori Hunter
- **Technology**
Lindsey Eaton, Jonathan Sullivan, John Goodfellow, Josh Bloom, Kevin Kaas, Sue Sohn, Jube Brusko, and all TSS staff involved in imaging and distributing new laptops to faculty and staff
- **Academic Affairs**
Matthew Liao-Troth, Sabrina Crawford, Rachel Bennett
- **Facilities**
Gary Falasca, Pam Shelton, Michael Landers, Richard Smith, the EpiServices Receiving Team
- All **Provosts** and their office staff involved in the distribution of PPE to the SPC community.

**280 project proposals were received and vetted for funding.
165 of these were approved.**

Funding Overview

CARES

(HEERF I, May 2020)

Student Aid:
\$6.4 million

Institutional:
\$6.4 million

Title III SIP:
\$633k

CRRSA

(HEERF II, Dec 2020)

Student Aid:
\$6.4 million

Institutional:
\$22.6 million

Title III SIP:
\$1.17 million

ARP

(HEERF III, Mar 2021)

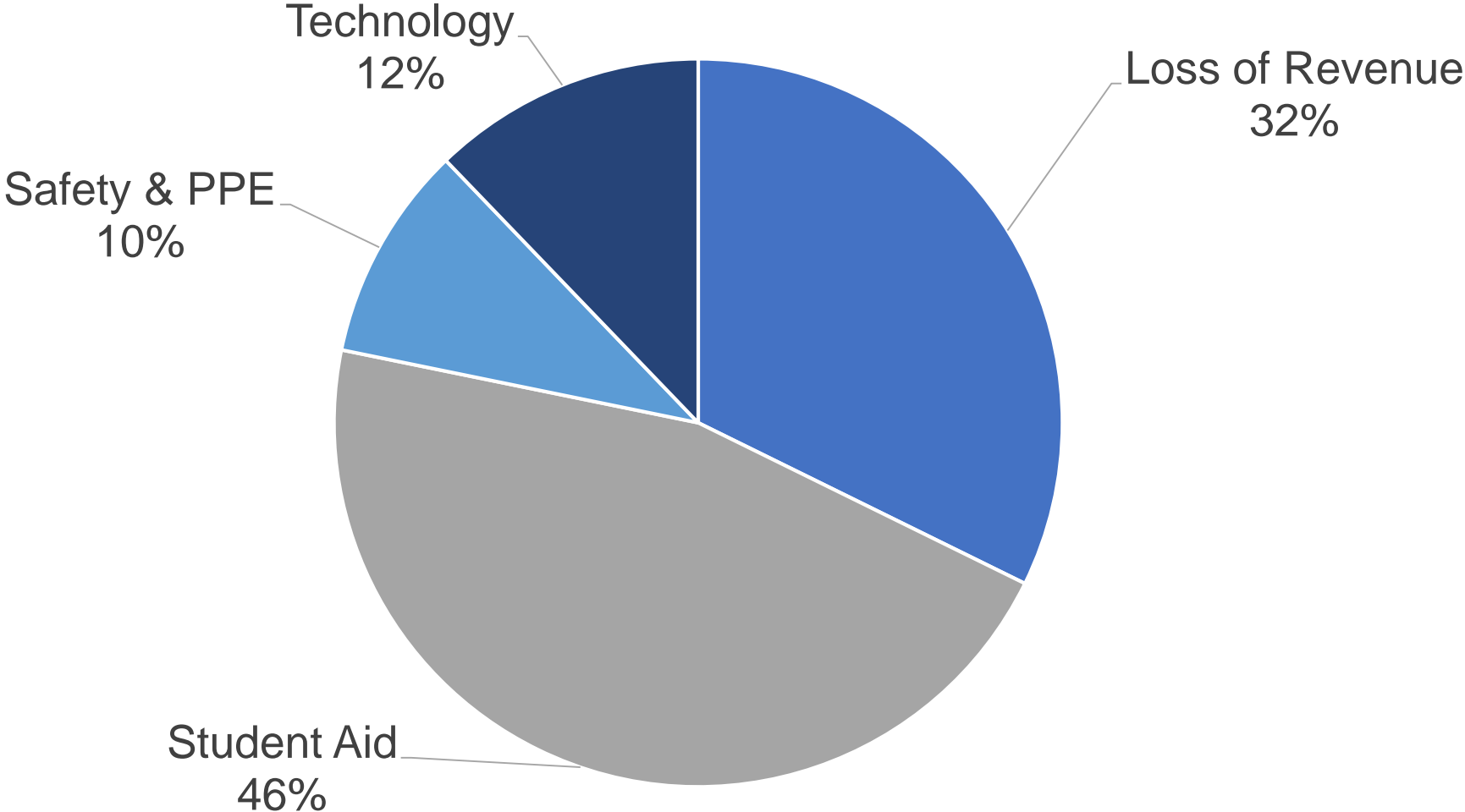
Student Aid:
\$26.9 million

Institutional:
\$23.2 million

Title III SIP:
\$2.1 million

Student Aid: \$39.7M
Institutional & SIP: \$56.1M
Total: \$95,984,031

HEERF Spend Down 2020-2023





Questions?

February 20, 2024

Agenda Item VII - B.1a

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Dr. Tonjua Williams, President
SUBJECT: Personnel Report

Approval is sought for the following recommended personnel transactions:

Table with 4 columns: Name, Title, Department/Location, Effective Date. Section: HIRE Budgeted Administrative & Professional.

Table with 4 columns: Name, Title, Department/Location, Effective Date. Section: TRANSFER/PROMOTION Budgeted Administrative & Professional.

Table with 4 columns: Name, Title, Department/Location, Effective Date. Section: HIRE Budgeted Career Service.

Table with 4 columns: Name, Title, Department/Location, Effective Date. Section: TRANSFER/PROMOTION Budgeted Career Service.

Table with 4 columns: Name, Title, Department/Location, Effective Date. Section: RENEWAL CONTRACT Budgeted Administrative & Professional.

Table with 4 columns: Name, Title, Department/Location, Effective Date. Section: FACULTY.

Table with 4 columns: Name, Title, Department/Location, Effective Date. Section: SUPPLEMENTAL Temporaries.


Table with 4 columns: Name, Title, Department/Location, Effective Date. Section: HIRE Temporary.

Darvil Wigle-Greene, Chief Human Resources and Talent Officer, bringing the action forward, recommends approval.

DB 2/6/2024

February 20, 2024

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Tonjua Williams, Ph.D., President 
SUBJECT: Proposed Academic Calendar for 2024-2025

Approval is sought for the 2024-2025 Academic Calendar:

The proposed calendar was developed considering the State Board Rules and Academic calendar guidelines.

F.A.C. 6A-10.019, Required Annual Calendar for Schools and Colleges for Schools and Colleges, defines common calendars for colleges and universities, and requires three (3) common entry periods shall be established so that the first day of classes will fall on or within each of the three (3) periods listed below:

- August 10 and August 31.
- January 2 and January 11.
- May 1 and May 16.

St. Petersburg College’s start dates for Fall 2024, fall within the established time periods, therefore a request for an exception is not required.

Spring and Summer 2025 start dates begin outside the established time periods to better align with the Pinellas County School Board (PCSB) Calendar and will require a request for exception to be sent to the Florida Department of Education (FLDOE) by June 30, 2024.

Matthew Liao-Troth, Vice President for Academic Affairs, and Jamelle Conner, Vice President for Student Services, recommend approval.

Attachment.

ST. PETERSBURG COLLEGE
ACADEMIC DATES for CALENDAR YEAR: 2024-25*

FALL 2024

August 8

August 12

August 16-December 1

September 2

September 9

October 4

October 7

November 11

November 24-30

December 6

December 7 (venue dependent)

TERM 1 – 2024-25 (0640) AUGUST 12 – DECEMBER 6, 2024

30/36 ECH Faculty Report Faculty Report

Regular and 8-Week 1 (8W1) Classes Begin

Weekend College Classes Begin

Labor Day Holiday - College Closed

12 Week Classes Begin

8-Week 1 (8W1) Ends – Approved Grades due in PS by 2:00 p.m.

8-Week 2 (8W2) Begins

Veterans Day – College Closed

Thanksgiving Holidays – College Closed

End of term; approved Grades due in PS by 2:00pm

Commencement

SPRING 2025

December 9 - Jan 3, 2025

January 2

January 10

January 13**

January 18 - May 4

January 20

February 10

March 7

March 11

March 16-22

April 18-20

May 9

May 10 (venue dependent)

TERM II – 2024-25 (0645) JANUARY 13 – MAY 9, 2025

Winter Session

12-Month Faculty and Staff Report

30/36 ECH Faculty Report

Regular and 8-Week 1 (8W1) Classes Begin

Weekend College Classes Begin

Martin Luther King, Jr. Holiday – College Closed

12-Week Classes Begin

8-Week 1 (8W1) Ends – Approved Grades due in PS by 2 p.m.

8-Week 2 (8W2) Classes Begin

Spring Break Holiday – College Closed

Spring Holiday – College Closed

End of term; approved Grades due in PS by 2:00pm

Commencement

SUMMER 2025

May 19

May 19**

May 24 – July 20

May 26

June 2

June 16

June 19

July 4

July 11

July 25

TERM III – 2024-25 (0650) MAY 19 – JULY 25, 2025

30/36 ECH Faculty Report Faculty Report

Regular – 10-Week and 8-Week 1(8W1) Classes Begin

Weekend College Classes Begin

Memorial Day Holiday – College Closed

8-Week 2 (8W2) Classes Begin

6-Week Classes Begin

Juneteenth Holiday – College Closed

Independence Day – College Closed

8-Week 1 (8W1) Ends- Approved Grades due in PS by 2 p.m.

End of term; approved Grades due in PS by 2:00pm

*In accordance with Board Rule (6Hx23-1.29)

****FLDOE entry dates:**

1. August 10 and August 31

2. January 2 and January 11

3. May 1 and May 16

Notification to FLDOE is required if Institutional start dates are outside of entry dates.

Approved by Cabinet: 1/31/24

Approved by BOT:

Rev: 2/12/2024

Appendix A: Administrative Dates

FALL 2024 **TERM 1 – 2024 (0640) AUGUST 12 – DECEMBER 6, 2024**

April 15	Special Registration Begins
April 17	General Registration
August 9	Welcome Titans Meeting
October 29	Discovery Day – No Classes
December 2-5	Exam Days
December 7-Jan. 9, 2025	Winter Break – 30/36 ECH Faculty
December 19 – Jan. 1, 2025	Winter Break – 12-Month Faculty/A&P and Staff

SPRING 2025 **TERM II – 2025 (0645) JANUARY 13 – MAY 9, 2025**

October 21, 2024	Special Registration
October 23, 2024	General Registration
May 5-8	Exam Days

SUMMER 2025 **TERM III – 2025 (0650) MAY 19 – JULY 25, 2025**

March 24	Special Registration
March 26	General Registration
July 21-24	Exam Days

PCSB 2024-25 Key Calendar Dates

November 23 -30	Thanksgiving Holidays
December 21 – Jan 6, 2025	Winter Holidays
March 15 – 23, 2025	Spring Holidays

Note: Administrative dates are subject to revision and do not require BOT approval

February 20, 2024

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: National Science Foundation—Ocean Technology Program—Future Blue Economy Workforce Conference

Confirmation is sought for a conference proposal that was submitted by St. Petersburg College, subject to Board of Trustees' approval, to the National Science Foundation as part of its Ocean Technology Program. Permission is also sought to accept an estimated \$49,487 in funding over a one-year period for this proposal and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

St. Petersburg College (SPC) has developed its Future Blue Economy Workforce Conference as a direct response to a July 21, 2023 Dear Colleague Letter: Workshops to Identify Educational Requirements of the future Ocean Technical Workforce. The goals of SPC's conference are to bring a diverse group of academic representatives and employers together to discuss workforce and training needs. This will result in a final report featuring current hiring trends, necessary workforce skills, competencies, credentialing and recommendations for a new blue economy curriculum.

Funding will support conference services, subject matter speaker fees, meals and participant support costs, including childcare vouchers. Overall, these activities will help the College identify the technical training needs to best prepare the future blue economy workforce; foster enhanced partnerships with the blue economy industry; and share the findings with a broad audience.

The period of performance will be from July 1, 2024, through June 30, 2025. The total project budget is projected to be \$49,487 over a one-year period, of which the College anticipates receiving the full amount.

Matthew Liao-Troth, Vice President, Academic Affairs; Mia Conza, General Counsel; Natavia Middleton, Dean of Natural Sciences and Engineering recommend approval.

Attachment
gms012524

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

Date of BOT Meeting: February 20, 2024

Funding Agency or Organization: National Science Foundation (NSF)

Name of Competition/Project: Ocean Technology Program - Blue Economy Conference

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 7/1/2024 **End:** 6/30/2025

Administrator: Mathew Bodie

Manager: Erica Moulton

Focus of Proposal:

St. Petersburg College (SPC) developed a Future Blue Economy Workforce Conference in direct response to NSF’s July 21, 2023, Dear Colleague Letter: Workshops to Identify Educational Requirements of the future Ocean Technical Workforce. The goals of SPC’s conference are to (1) Bring a diverse group of academic and non-academic representatives of ocean and other blue economy industries together with academic faculty to discuss workforce and training needs; (2) Discuss the targeted educational gaps in the ocean technical workforce that are typically filled by technicians; and (3) Prepare a final report on issues such as current hiring trends, necessary workforce skills, competencies, credentialing and recommendations for new blue economy curriculum.

The conference attendance is anticipated to be 100 and will include industry, educators, students and faculty. Funding will support conference services, subject matter speaker fees, meals and participant support costs. Overall, these activities will help the College identify the technical training needs to best prepare the future blue economy workforce; foster enhanced partnerships with the blue economy industry; and share the findings with a broad audience.

SPC’s Future Blue Economy Workforce conference will impact the local Tampa Bay community by identifying and addressing workforce needs collectively which should support the overall growth of the blue economy industry. This growth, in turn, has the potential to create more job opportunities across various sectors, especially for underserved populations. Finally, the conference will contribute to public awareness about the importance of the blue economy, which supports the sustainable development of this industry.

Budget for Proposal:

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

Personnel	\$ 2,614
Fringe	\$ 1,385
Participant Support Costs	\$ 9,980
Other Direct Costs	\$ 32,100
Indirect Costs	<u>\$ 3,408</u>
Total Budget	\$ 49,487

Funding:

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

\$ 49,487

Total amount from funder:

\$ 49,487

Amount/value of match:

Cash: N/A

In-kind: N/A

Required match or cost sharing:

No Yes

Voluntary match or cost sharing:

No Yes

Source of match/cost sharing:

N/A

Negotiated indirect cost:

N/A

(Fixed) administrative fee:

N/A

Software/materials:

N/A

Equipment:

N/A

Services:

N/A

Staff Training:

N/A

FTE:

N/A

Other:

N/A

College Values, Strategic Initiatives and Activities Addressed:

Value(s):

1. Community Focus
2. Communication

Strategic Initiative(s):

1. Community Engagement
2. Academic Excellence

February 20, 2024

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: National Science Foundation – Improving Undergraduate STEM Education (IUSE): Innovation in Two-Year College STEM Education (ITYC) Track 2

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, by St. Petersburg College to the National Science Foundation for the Improving Undergraduate STEM Education (IUSE) ITYC Track 2 Grant funding opportunity. Permission is also sought to accept an estimated \$499,632 in funding over a three-year period for this proposal, if awarded, and enter into any amendments, extensions or agreements as necessary, within the original intent and purpose of the grant.

SPC's proposal for the IUSE ITYC Track 2 grant program will support the College's *Empowering the Future Workforce: Experiential Learning Using Multidisciplinary Curriculum for Applied Artificial Intelligence and Extended Realities* project initiative. The goals of SPC's project are to: 1) create new and enhanced applied Artificial Intelligence (AI) STEM credit transfer courses; 2) develop an AI module for non-credit community education; 3) build an AI sandbox to inventory equipment, lab kits, technologies and policies; and 4) assess the impact of the artificial intelligence technologies on student completion and retention.

The estimated period of performance will be from June 1, 2024 through May 31, 2027. The total project budget is approximately \$499,632 of which the College anticipates receiving the full funding amount over the three-year period. See attached Information Summary for additional information.

Matthew Liao-Troth, Vice President, Academic Affairs; Mia Conza, General Counsel; Matthew Bodie, Executive Director, Learning Resources recommend approval.

Attachment
gms 012524

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

Date of BOT Meeting: February 20, 2024

Funding Agency or Organization: National Science Foundation

Name of Competition/Project: Improving Undergraduate STEM Education (IUSE): Innovation in Two-Year College STEM Education (ITYC) Track 2

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 6/1/24 **End:** 5/31/27

Administrator: Matthew Bodie

Manager: Chad Mairn

Focus of Proposal:

Through the IUSE grant, NSF seeks to improve undergraduate STEM education at two-year institutions. The twin goals are to center students in the effort to advance innovation, promote equitable outcomes and broaden participation for all students in STEM education and to harness the talent and potential of two-year colleges' diverse student and faculty population through innovative disciplinary, multi-department and college-wide efforts.

SPC's *Empowering the Future Workforce: Experiential Learning Using Multidisciplinary Curriculum for Applied Artificial Intelligence and Extended Realities* project will: 1) create new and enhanced applied Artificial Intelligence (AI) STEM transfer courses; 2) develop an AI module which seamlessly integrates AI literacy into community education; 3) build an AI "sandbox" technology playground including an inventory of equipment, lab kits, technologies and policies; and 4) assess, analyze, and manage the implications of implementing artificial intelligence technologies to ensure student success, retention and program completion across multidisciplinary programming. Activities will include the development of new courses and tools and the development of AI literacy through secondary, postsecondary teacher and public librarian professional development, and community AI literacy workshops. The project will serve more than 4,000 students through new and enhanced courses, more than 120 community members through workshops and outreach activities, and more than 240 secondary and postsecondary teachers and public librarians through train-the-trainer workshops.

Funding will support curriculum development, related supplies including software to build the AI inventory and lending library, professional development, subject matter experts and community workshops.

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	\$ 37,047
Fringe Benefits	\$ 14,686
Travel	\$ 118,062
Materials and Supplies	\$ 134,418
Other (Evaluator, SMEs)	\$ 97,810
Indirect Costs	<u>\$ 97,609</u>
Total Budget	\$ 499,632

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$ 499,632
Total amount from funder:	\$ 499,632
Amount/value of match:	Cash: N/A
	In-kind: N/A

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

College Values, Strategic Initiatives, and Activities Addressed:

Values:	1. Student Success
	2. Community Focus
	3. Growth and Empowerment
Strategic Initiative(s):	1. Academic Excellence
	2. Economic Mobility

February 20, 2024

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Nuts, Bolts & Thingamajigs – Manufacturing Summer Camp

Confirmation is sought for a proposal that was submitted, subject to Board of Trustees' approval, to Nuts, Bolts & Thingamajigs, by St. Petersburg College for the Manufacturing Summer Camp grant. Permission is also sought to accept an estimated \$2,000 in funding over a seven-month 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.

Since 2003, the Foundation of the Fabricators & Manufacturers Association, International, named Nuts, Bolts & Thingamajigs, has awarded grants annually to trade schools and community/technical colleges for the purposes of hosting summer manufacturing camps for middle and high school aged youth. SPC proposes to run a 2024 summer manufacturing and entrepreneurship camp for 15 students ages 13-16 at the Clearwater Campus. Participants will learn how to apply programming, additive manufacturing, electronics, mechatronics, machining, drilling and finishing in making a 3D design and fabrication of a memory game. The grant will be used to cover costs associated with program administration, marketing, materials and supplies.

The estimated period of performance will be from January 1, 2024, through August 31, 2024. The total project budget is projected to be \$2,000 over a seven-month period. See attached Information Summary for additional information.

Matthew Liao-Troth, Vice President of Academic Affairs; Mia Conza, General Counsel; Natavia Middleton, Dean of Natural Sciences and Engineering recommend approval.

Attachment
gms012524

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

Date of BOT Meeting: February 20, 2024

Funding Agency or Organization: Nuts, Bolts and Thingamajigs Foundation

Name of Competition/Project: Manufacturing Summer Camp Grant

SPC Application or Sub-Contract: SPC Application

Grant/Contract Time Period: **Start:** 1/1/24 **End:** 8/31/24

Administrator: Natavia Middleton

Manager: Andres Cardenas-Valencia

Focus of Proposal:

The Fabricators & Manufacturers Association International’s charitable foundation is Nuts, Bolts & Thingamajigs (NBT). Each year NBT awards grants to trade schools and community/technical colleges for the purposes of hosting summer manufacturing camps for middle and high school aged youth. The awards are used to help improve the student pipeline into manufacturing fields through student awareness, outreach and engagement activities. Summer camps have been a successful way of introducing students to the high-tech career choices available to them in today’s automated manufacturing industry. SPC will use the funding to offer a one-week Manufacturing and Entrepreneurship Summer Camp at the Clearwater Campus for 15 boys and girls ages 13-16 during the 2024 summer session.

Participants will learn how to apply manufacturing concepts including those in programming, drilling, finishing, additive manufacturing, electronics, mechatronics, machining, cutting and computer-assisted drafting (CAD) to 3D design. Students will gain insight into manufacturing processes and the fundamentals of mechatronics. Additionally, they will be given hands-on experience on building fluidic and electric circuits and designing and printing prototypes. Students will be introduced to electronics and microcontroller programming, as well as the setting up of control circuits, troubleshooting and correcting them. Students will also be introduced to mechanical design, SolidWorks, 3D-printing and fabrication of mechanical components for prototype development. The students will design and fabricate a prototype of Memory game. No itemized budget was required to receive funding.*

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.)

Total Budget* \$2,000.00

Funding:

Total proposal budget: (includes amount requested from funder, cash and in-kind matches listed below)	\$2,000.00
Total amount from funder:	\$2,000.00

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

College Values, Strategic Initiatives and Activities Addressed:

Value(s):	1. Student Success
	2. Community Focus

Strategic Initiative(s):	1. Academic Excellence
	2. Community Engagement

February 20, 2024

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Crown Castle, Inc.--Wide Area Network and Internet Services

Authorization is sought to extend the College's Agreement with Crown Castle Inc., formerly known as Fibernet Direct Florida, LLC to continue to provide Wide Area Network (inter-campus connectivity) and Internet services to College campuses and sites. The current Agreement ends on June 30, 2024. Wide Area Network services include all data network services that connect SPC campuses together into a single, county-wide, unified data communications network.

This contract extension would lengthen the existing Agreement by 48 months through June 30, 2028. In return, Crown Castle Inc. will waive construction and installation charges to upgrade SPC's legacy data and internet circuits with a modern, high speed, meshed data network.

- The Agreement will commence on July 1, 2024 and continue for a period of 48 months through June 30, 2028.
- The total cost for the services to the College covered by this Agreement is \$1,549,200.

Patrick Rinard, Vice President, Information Technology/CIO; John Goodfellow, Executive Director, IT Infrastructure; and Mia Conza, General Counsel, recommend approval.

February 20, 2024

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President



SUBJECT: Barnes & Noble College Booksellers, LLC—Agreement Renewal

Approval is sought to enter into an Agreement with Barnes & Noble College Booksellers, LLC to continue to provide bookstore management services. The renewal Agreement governs the relationship between the College and Barnes & Noble College Booksellers, LLC with regard to bookstore services for the period of January 1, 2024, through December 31, 2028. The Agreement also provides for one additional five-year renewal option upon written mutual agreement.

St. Petersburg College utilizes Barnes & Noble College Booksellers, LLC for all bookstore services provided to students. Commission revenue provided by bookstore sales is calculated on a percentage of gross sales per the Agreement. The approximate revenue to the College during the initial five-year renewal contract period is \$4 million (\$800,000 annually). Should the College decide to move forward with the five-year option, additional approval will be sought at that time.


Janette Hunt, Vice President, Finance & Business Operations; Mia Conza, General Counsel; Mike Meigs, Associate Vice President, Accounting, Business & Financial Services; and Karen Reynolds, Director of Procurement and Asset Management recommend approval.

mm012924

February 20, 2024

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Extension of D2L Brightspace Contract for Learning Management System (LMS) Migration

Approval is sought for a 13-month extension of our existing contract with D2L Brightspace, initially approved by the Board in 2019. The extension period will commence on June 1, 2024 and continue through June 30, 2025. This extension is integral to the College’s ongoing Learning Management System (LMS) migration project from D2L Brightspace to Instructure Canvas. The cost for the extension is \$373,222.30 in FY23-24 and \$31,101.87 in FY24-25. The funding source for this extension will be from the general operating budget.

Background: The extension of the College’s contract with D2L Brightspace is crucial for ensuring uninterrupted LMS service as we transition to Canvas. This extension period will allow the College to maintain a stable learning environment for our students and faculty while we complete the migration process. The extended time frame also provides an opportunity for thorough testing and integration, ensuring a smooth and effective transition to the new LMS platform.

During this extension, the College will continue leveraging the features and capabilities of D2L Brightspace while preparing for the full adoption of Canvas. This strategic approach ensures continuity in our academic operations and supports our commitment to providing an effective and user-friendly learning environment.

Approval of this contract extension will ensure a seamless transition in our LMS migration, aligning with SPC’s strategic objectives and commitment to academic excellence.

Cost breakdown: The estimated expense for the 13-month extension of the D2L Brightspace contract is \$373,222.30 for FY23-24 and \$31,101.87 for FY24-25.

Cost Summary:

Costs	Year 1	Year 2	Total
D2L Brightspace	373,222.30	31,101.87	404,324.17
Total Non-Recurring Costs	373,222.30	31,101.87	404,324.17
Total Costs	373,222.30	31,101.87	404,324.17
Funding			
Operating Budget	373,222.30	31,101.87	404,324.17
Total Funding	373,222.30	31,101.87	404,324.17

Matthew Liao-Troth, Vice President, Academic Affairs; Patrick Rinard, Vice President, Information Technology; and Mia Conza, General Counsel, recommend approval

February 20, 2024

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: AspirEDU Contract

Approval is sought for the acquisition of Dropout Detective and Instructor Insight, innovative products from AspirEDU. These tools will play a pivotal role in enhancing the College’s academic support system and improving faculty effectiveness and are included as part of our LMS Migration project. The total cost for this purchase, including licensing and related services for a three-year period, is currently estimated at \$490,500.00 and will not exceed \$510,000.00 without additional Board approval. The agreement will commence on July 1, 2024 and continue through June 30, 2027. The funding source for this procurement will be from the general operating budget.

Background: Dropout Detective and Instructor Insight are essential tools designed to bolster the College’s commitment to student success and faculty development. Dropout Detective is an intuitive tool that identifies at-risk students, enabling proactive interventions to improve retention rates. Instructor Insight, on the other hand, provides comprehensive analytics on faculty engagement and course activity, fostering a supportive and effective learning environment.

After careful consideration and thorough evaluation, these tools from AspirEDU have been identified as critical components for the College’s Canvas migration, representing significant enhancements to our evolving academic technology suite. Dropout Detective's seamless integration with our upcoming Learning Management System (LMS), Instructure Canvas, ensures a smooth and efficient implementation. Additionally, the sophisticated analytics provided by Instructor Insight align with SPC’s strategic objectives to enhance instructional quality and student engagement.

Cost breakdown: The estimated cost for AspirEDU for three years is \$490,500.00 and not to exceed \$510,000.00.

This investment in AspirEDU's Dropout Detective and Instructor Insight signifies the College’s ongoing commitment to leveraging technology in our quest for academic excellence and student success. Approval of this acquisition will be a significant step forward in our efforts to enhance the educational experience at St. Petersburg College.

Cost Summary:

Costs	Year 1	Year 2	Year 3	Total
AspirEDU	162,000.00	162,000.00	162,000.00	486,000.00
Total Recurring Cost	162,000.00	162,000.00	162,000.00	486,000.00
Migration/Implementation Services	4,500.00	-	-	4,500.00
Total Non-Recurring Costs	4,500.00	-	-	4,500.00
Total Costs	166,500.00	162,000.00	162,000.00	490,500.00
Funding				
24-25 Spending Plan	4,500.00	-	-	4,500.00
Recurring Budget	162,000.00	162,000.00	162,000.00	486,000.00
Total Funding	166,500.00	162,000.00	162,000.00	490,500.00

Matthew Liao-Troth, Vice President, Academic Affairs; Patrick Rinard, Vice President, Information Technology; and Mia Conza, General Counsel, recommend approval

February 20, 2024

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: **Instructure Canvas**—Learning Management System Contract

Approval is sought to enter into a five-year Agreement with Instructure Canvas to provide the College’s Learning Management System. The total cost for licensing and related services over 5 years is estimated at \$1,937,872.86 and will not exceed \$2,200,000 without additional Board approval. Overages would include but are not limited to course migration and consulting. The Agreement will commence on July 1, 2024 and continue through June 30, 2029. The funding source for procurement will be from the general operating budget.

Background: A learning management system (LMS) is crucial for providing our faculty with the necessary tools to foster learning and enhance student success across various instructional modalities. St. Petersburg College has evaluated several LMS platforms and identified Instructure Canvas as the most suitable option for our needs. Our choice is based on its user-friendly interface, robust feature set, and strong support system. The platform will serve approximately 30,000 students each semester, supporting both academic and professional development needs.

In order to ensure a comprehensive and informed selection of the LMS, St. Petersburg College conducted a Request for Information (RFI) process. The RFI Committee, which was comprised of 50% faculty members and 50% representatives from various departments, meticulously evaluated multiple learning management systems. After thorough analysis and consideration of the unique needs of our students and the College’s institutional goals, the committee unanimously agreed that Instructure Canvas is the best match for our requirements. This decision was based not only on Canvas’s advanced capabilities and scalability but also its widespread adoption by the majority of other Florida College System institutions and the Pinellas, Hillsborough, and Pasco County School Districts. This widespread adoption underscores Canvas's alignment with our vision for future educational endeavors and offers opportunities for enhanced collaboration and resource sharing across the educational landscape in Florida.

Cost breakdown: The estimated cost for Canvas for five (5) years is \$1,937,872.86 and will not exceed \$2,200,000.

NOTE: Some initial migration expenses, including initial training and consulting, are not included in the foregoing approval and are being funded out of the FY23-24 budget as part of the College’s normal purchasing process and will not exceed \$80,000.00.

Cost Summary:


Costs	Year 1 (2024-2025)	Year 2 (2025-2026)	Year 3 (2026-2027)	Year 4 (2027-2028)	Year 5 (2028-2029)	Total
Canvas	174,330.00	179,545.00	184,909.00	190,422.00	196,084.00	925,290.00
24x7 Support	34,866.00	35,909.00	36,981.80	38,084.40	39,216.80	185,058.00
Impact Cloud	44,700.00	46,041.00	47,382.00	48,872.00	50,362.00	237,357.00
Canvas Credentials	42,763.00	43,955.00	45,445.00	46,786.00	48,127.00	227,076.00
Canvas Archiving by K16	21,000.00	21,630.00	22,278.90	22,947.27	23,635.69	111,491.86
Total Recurring Cost	317,659.00	327,080.00	336,996.70	347,111.67	357,425.49	1,686,272.86
Migration/Implementation Services	251,600.00	-	-	-	-	251,600.00
Total Non-Recurring Costs	251,600.00	-	-	-	-	251,600.00
Total Costs	569,259.00	327,080.00	336,996.70	347,111.67	357,425.49	1,937,872.86
Funding						
24-25 Spending Plan	569,259.00	-	-	-	-	569,259.00
Recurring Budget	-	327,080.00	336,996.70	347,111.67	357,425.49	569,259.00
Total Funding	569,259.00	327,080.00	336,996.70	347,111.67	357,425.49	1,937,872.86

Matthew Liao-Troth, Vice President, Academic Affairs; Patrick Rinard, Vice President, Information Technology; and Mia Conza, General Counsel, recommend approval

February 20, 2024

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

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

In October 2019, the College entered into a five-year Agreement with the Florida Department of Military Affairs, re-establishing the 27-year-old federally funded counterdrug training program that provides all aspects of military and law enforcement counterdrug training support throughout the nation. The Agreement is supplemented by individual Statements of Work that detail specific training products/services to be delivered by the College's Center for Public Safety Innovation and the budget that has been allocated and approved for that particular project. **This informational item is to update the Board regarding the actual revenue received by the College for Years One through Four and to advise the Board regarding the anticipated revenue for Year Five of the Agreement, which continues through September 30, 2024.**

The actual revenue received by the College for Years One through Four is as follows:

- Year One (Federal FY20) - \$1,200,000
- Year Two (Federal FY21) - \$1,300,000
- Year Three (Federal FY22) - \$1,300,000
- Year Four (Federal FY23) - \$1,300,000

The funding for Year Five (Federal FY24) is anticipated to be approximately \$1,300,000. Since the contract amount is subject to the availability of federal funding each year, should there be any significant changes to the anticipated revenue for Year Five, the Board will be advised. All other terms and conditions of the Agreement will remain as previously approved/advised.

Matthew Liao-Troth, Vice President, Academic Affairs; Mia Conza, General Counsel; and Eileen LaHaie, Executive Director, Center for Public Safety Innovation.

el012524

February 20, 2024

Agenda Item VII – B.4a

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Request to advertise for a Construction Manager at Risk Services for the Palladium Theater Concert Hall Renovation

Authorization is sought to advertise for the Construction Manager at Risk for the Palladium Theater Concert Hall Renovation, project #1707-P-24-15.

In accordance with the Board Memo approved during the August 15, 2023, Board meeting, the current design for the renovation of the Palladium Theater is underway, led by ESa and JMA Architecture. The design is anticipated to be finalized by May 2024. To advance this project, the next crucial step involves selecting the Construction Manager at Risk.

The College is seeking authorization to solicit Requests for Qualifications (RFQs) for Construction Manager at Risk through advertising, conducting interviews, and subsequently recommending firms to the Board, ranked in order of preference. The selection criteria will encompass factors such as experience with projects of similar size, proficiency in performing arts venues, familiarity with public higher education institutions, and financial capacity. The firm selection process will adhere to the guidelines outlined in Florida Statute 287.055, operating under the Consultants' Competitive Negotiations Act.

The projected construction costs are estimated at \$8,000,000. The final Guaranteed Maximum Price (GMP) will be determined and presented to the Board for approval once obtained.

Janette Hunt, Vice President, Finance and Business Operations; and Adam Colby, Associate Vice President, Facilities Planning and Institutional Services, recommend approval.

February 20, 2024

Agenda Item VII – B.4b

MEMORANDUM

TO: Board of Trustees, St. Petersburg College

FROM: Tonjua Williams, Ph.D., President 

SUBJECT: Request to advertise for continuing contract services for architectural, engineering, and construction management firms

Authorization is sought to advertise for continuing contract services for architectural, engineering, and construction management firms.

Continuing service contracts play a crucial role in supporting the initiatives of Facilities Planning & Institutional Services (FPIS) at the College. The College seeks authorization to publicly solicit Requests for Qualifications (RFQs) for both design professionals and construction management firms, in strict adherence to Florida Statutes 287.055, State Requirements for Educational Facilities (SREF), and College policies.

Firms will undergo a rigorous selection process by a committee through the RFQ procedure. The committee's ranked recommendations will then be presented to the Board for approval. FPIS aims to standardize the initial agreement terms, as outlined in the matrix below, ensuring a consistent expiration date across all continuing contracts. The agreement will also incorporate an option for renewal of an additional two-year extension at the Board of Trustees' discretion.

Anticipating the selection of 3-5 firms for each professional specialty, the distribution of work will be based on the College's needs, project timing, scheduling, and the availability of specific services required. Estimated project costs are capped at \$4 million (\$4,000,000), with the fee for professional services related to studies not exceeding \$500,000 per individual study.

Category	Number of Firms	Initial Term	Renewal Terms
Architectural Firms	3-5 Firms	December 15, 2024 - May 26, 2028 (3 yrs. – 6 months) *	Optional 2-years
Construction Managers	3-5 Firms	May 27, 2025 - May 26, 2028 (3 yrs.)	Optional 2-years
Engineers <ul style="list-style-type: none"> • Structural • MEP 	3-5 Firms Per Specialization	April 21, 2025 - May 26, 2028 (3 yrs. - 1 month) *	Optional 2-years


• Civil			
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*An initial term longer than 3 years is requested to align contract cycles moving forward.

Janette Hunt, Vice President, Finance and Business Operations; and
Adam Colby, Associate Vice President, Facilities Planning and Institutional Services,
recommend approval.

February 20, 2024

MEMORANDUM

TO: Board of Trustees, St. Petersburg College
FROM: Tonjua Williams, Ph.D., President 
SUBJECT: Use of College Facilities by the Direct Support Organizations

Approval is requested to allow the use of College facilities by the Direct Support Organizations (St. Petersburg College Foundation, Inc. and the Institute for Strategic Policy Solutions, Inc.) for the public purpose consistent with the mission, vision, and values of the College. Time Period: April 1, 2024, through March 31, 2025. Total value of the facilities usage is \$19,407.16.

Listed below is the detail by Direct Support Organization:

Direct Support Organization	Square Footage	Value per Square Foot*	Total Value of Facilities Use	Location
St. Petersburg College Foundation, Inc.	1,500	\$7.43	\$11,145.00	Downtown Office
Institute for Strategic Policy Solutions, Inc.	1,112	\$7.43	\$8,262.16	Seminole Campus
Total Value	2,612		\$19,407.16	

**Based on the State’s Operating Costs for New Facilities (OCNF) Rate as of 04/17/2023*

Mike Meigs, Associate Vice President, Business and Financial Services; Jesse A. Turtle, VP, Institutional Advancement/Foundation.; and Kimberly G. Jackson, Executive Director, Institute for Strategic Policy Solutions, recommend approval.

Programs

February 2024

Economic Development in Florida

ISPS will host a program with business leaders to discuss economic development in Florida.

March 2024 @ University of South Florida (USF) - Tampa Campus - C.W. Bill Young Hall

Congressman Bill Young Documentary

ISPS will host a second showing of the Congressman Young documentary in partnership with USF's Joint Military Leadership Center.

News

- Board Updates
 - ISPS will host a [quarterly](#) Board of Directors' meeting on February 12th at the SPC Clearwater Campus.
 - Nikki Gaskin-Capehart was profiled on [WMNF](#) radio.
 - *Tampa Bay Business & Wealth* announced [Valerie Ellis Lavin](#) as a finalist for its 2024 Women Who Win Awards.
- Team Updates
 - ISPS published its [January](#) newsletter.
 - Kimberly Jackson, Executive Director, and Sam Jenkins, Associate Director, met with Tony Carvajal, the CEO/Executive Director of the Association of Florida Colleges (AFC), in Tallahassee to discuss statewide collaboration. ISPS is an [affiliate member](#) of AFC.
 - ISPS's mentoring partnership was [featured](#) in SPC's Public Policy and Administration Baccalaureate Program's *Leader* newsletter.
- Staff Updates
 - Aron Bryce, Statewide Coordinator, was elected President of St. Petersburg's Council of Neighborhood Associations (CONA).
 - Aron Bryce and Sam Jenkins joined the Suncoast Tiger Bay Club's Board of Directors.



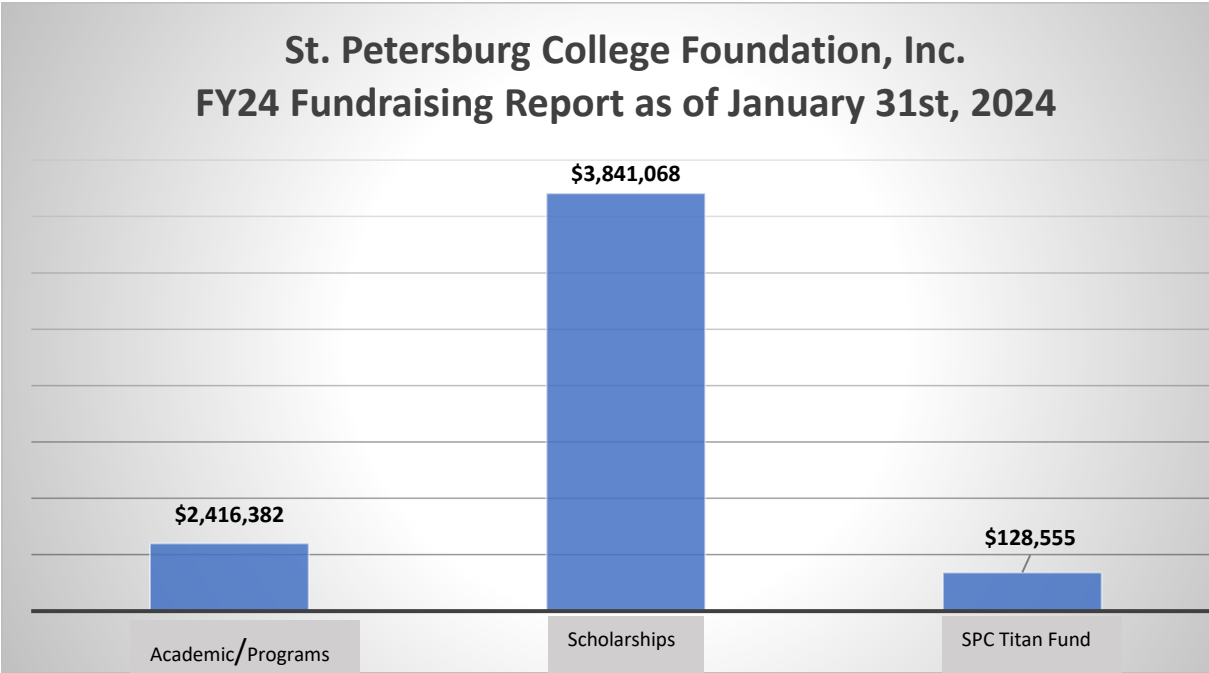
Kindly follow us on:



Kimberly G. Jackson, Esq.
Executive Director
ISPS

Foundation Report

Dashboard



Fund Category	FY24	FY23
Academic/Student Programs	\$ 2,416,382	\$ 1,102,433
Scholarships	\$ 3,841,068	\$ 5,491,838
SPC Titan Fund	\$ 128,555	\$ 492,795
Total:	\$ 6,386,005	\$ 7,087,066

Expense Report:

As of January 31st, the Foundation provided the following support to SPC:

- **\$1.7M** in scholarships to SPC students.
- **\$1.8M** in program support, providing support to such programs as
 - Alumni Association
 - Academic Affairs Department
 - African American Male Initiative
 - Athletic Boosters
 - Black Girl Magic Event
 - Business Plan & Elevator Pitch Competition
 - College of Education
 - College of Nursing
 - Dental Hygiene Department
 - Fall Enrollment Initiative
 - Grants Department
 - Humanities & Fine Arts Department

- Learning Resources Centers
- College Marketing & Communications
- Mental Health Awareness/Allied Health
- Natural Sciences
- Palladium Theater
- Social Justice Initiative
- SPC Collegiate High School
- Veterinary Technology Program
- Welcome Back Titans Event
- Women on the Way & Keys to Manhood
- Workforce Development

Topic of the Month

- Our Donors and Scholars Luncheon on Thursday, April 4th, 2024.

Palladium Board Report

February 2024

1. On Jan. 30, the Palladium hosted the Mayor's State of the City speech. More than 700 people attended, including most of the city council and some county commissioners. The St. Pete High Jazz band performed, along with the John Hopkins Middle School Chorus. Twice during his speech Mayor Welch talked very positively about the Palladium as an asset to the city. His staff had nothing but compliments for our crew and promised to share those comments in an email. I'll include those comments in next month's board report.
2. On Jan. 20, the Palladium celebrated the 90th birthday of John Lamb, former bassist for Duke Ellington, longtime teacher in St. Petersburg, including a stint with SPC, and a much-beloved member of our community. Fifteen Tampa Bay jazz musicians performed at the concert, 600 people attended, many of them calling it "the best concert they'd ever attended" and "the concert of the year." John was given the 2024 Palladium Jazz Award.
3. Members of the Palladium's design team will visit the theater on Feb. 12 and 13, as we near the final decisions on the renovation of the theater. SPC's Facilities Planning and Institutional Services team is leading this effort, along with Palladium Operations Director Damon Dougherty.
4. Fundraising for the renovation project continues on numerous fronts. Bills in the Florida House and Senate seek \$850,000 in support for the project (last year the theater was awarded \$850,000 for the design phase). We are also seeking one-time funding from the City of St. Petersburg and Pinellas County (through the TDC). This goes along with a robust effort to raise additional funds privately.
5. The theater's business continues strong in the first two quarters of 2024. The calendar has just 13 open dates between January and May, and those dates are on Monday, Tuesday, or Wednesday.

**Leepa-Rattner Museum of Art (LRMA)
February 2024 Report of SPC BOT**

LRMA Updates

- **LRMA's \$1 million gift** from the Mitchell family will be announced soon with a press release. SPC Foundation and LRMA are planning an announcement event and article for Illuminations magazine.
- **LRMA was awarded a \$22,000 SPC Innovation Grant** and is beginning the first phase of development for the AR technology to create interactive experiences with works from the LRMA collection. LRMA will be represented as the case study for this new technology at the 2024 AAM Conference Expo in Baltimore, MD.
- **AAM Reaccreditation** – SPC Foundation/LRMA drafted an MOU for the shared authority of the care of the LRMA collection as requested by AAM to be submitted by February 9, 2024. Phase 2 site visit with peer reviewers is March-April 2024.

LRMA Exhibitions

Spring 2024 - Things are in full bloom at the LRMA with four exhibitions that will delight the senses while challenging our perceptions of contemporary art.

- ***The Beauty of Excess: The Pattern and Decoration Movement*** (January 20-April 28, 2024)
This exhibition celebrates the visual and metaphorical splendors of the Pattern and Decoration Movement with 30 vibrant works by Miriam Schapiro, Robert Zakanitch, Robert Kushner, and others. In addition to unveiling new acquisitions by Henri Matisse and Faith Ringgold, LRMA has partnered with USF, University of Tampa, MFA, St. Petersburg, and the Roth Collection with works that further explore this beautiful world of color and pattern.
- ***Kim Kirchman: An Allegory of Spring*** (January 20-April 28, 2024)
This retirement exhibition for SPC Fine Arts Professor, Kim Kirchman offers a glimpse into the profound mind and journey of a native Floridian. Kirchman's organic shaped, floral patterned ceramic vessels are inspired by the Pattern and Decoration movement.
- ***Benny Andrews: Everything That Rises Must Converge*** (January 20-April 28, 2024)
Benny Andrews' illustrations of nine short stories for Flannery O'Connor's *Everything That Rises Must Converge* reveal the flawed characters in these stories in apocalyptic moments presented with comic detachment.
- ***State of the Digital Arts: Pinellas County K-8th Grade*** (April 2-May 5, 2024) includes 100 works by Pinellas elementary and middle school students exploring digital media.

Summer 2024 – Tampa Bay Surface Design Guild, Donald Sultan prints.

Fall 2024 – Barton Gillmore, SPC Fine Arts Faculty Retirement (retrospective), Bruce Marsh/Delores Coe (retrospective)

LRMA Education/Programs - Please visit <https://leeparattner.org/calendar/>

- Weekly **Docent tours:** Wednesdays & Sundays at 2:00 p.m.
- Monthly **Focus Friday lecture series**
 - Feb. 2, noon Radcliffe Bailey, *Between Two Worlds* (honoring Black History Month)
 - Mar. 1, noon, Howardina Pindell, *Katrina* (honoring Women's History Month)
- Monthly **Leap into Art: Monthly children's story/art hour.** Partner with Palm Harbor Library, 3-4pm.

Upcoming Special Programs

- Jan. 30, 2024 String Quartet Performance presented by ABC Art Book Reading Club, 12:30-1:30 pm
- Feb. 16, 2024 Kim Kirchman Artist Talk, 6 – 8 pm
- Mar. 1, 2024 Film Screening: LIBERTAIRE – The Play by Elizabeth Indianos, 6 – 8 pm
- Mar. 7, 2024 Mask Performance by Suzanne Benton, 6 - 8pm

LRMA in the News

1/15/24 – 83 Degrees Media

<https://www.83degreesmedia.com/features/January-arts-roundup-010224.aspx>

1/17/24 – Tampa Bay Times Maggie Duffy

<https://www.tampabay.com/life-culture/arts/visual-arts/2024/01/17/free-art-shows-tampa-st-petersburg-local-artist/>